

PINE RIDGE PLANTATION
Community Development District

May 20, 2025

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

May 13, 2025

Board of Supervisors
Pine Ridge Plantation Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held Tuesday, May 20, 2025 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comments *(Regarding Agenda Items Listed Below)*
- III. Consideration of Proposals
 - A. Brightview - Tynes Boulevard Curb Clean Up
 - B. Brightview – Enhancement Plan
 - C. Riverside Management Services for Fiscal Year 2026 Services
 - D. Court Surfaces Repair
- IV. Consideration of Resolution 2025-02, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption
- V. Staff Reports
 - A. Attorney
 - B. District Manager
 - 1. Report on the Numbers of Registered Voters (1,470)
 - 2. Annual Form 1 Filing & Annual Ethics Training

C. Engineer

D. Amenity & Operations Manager

1. Landscape Quality Inspection Report

2. Report

VI. Public Comments / Supervisor's Requests

VII. Approval of Consent Agenda

A. Approval of the Minutes of the March 18, 2025 Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending March 31, 2025

C. Assessment Receipts Schedule

D. Approval of Check Register

VIII. Next Scheduled Meeting – 07/22/25 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center

IX. Adjournment

THIRD ORDER OF BUSINESS

A.

Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	4200 Pine Ridge Plantation Middleburg, FL 32068	To	Pine Ridge Plantation CDD
		Billing Address	475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Tynes Blvd. Curb Clean up and Re-grade/Re-sod		
Project Description	Tynes Blvd. Curb Clean up and Re-grade/Re-sod		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Labor to clean up the road way curb line build up, remove existing poorly performing sod and re-grade the area ahead of new sod. Mobilization and debris disposal.	\$1,122.33	\$1,122.33
1.00	PALLET	St. Augustine Sod - Installed	\$783.67	\$783.67
1.00	LUMP SUM	Irrigation - Provide coverage to newly installed sod, inspect and adjust schedule.	\$249.55	\$249.55

For internal use only

SO# 8564075
JOB# 346100576
Service Line 130

Total Price \$2,155.55

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager

Signature Title

Maria Cranford

November 25, 2024

Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Associate Account Manager

Signature Title

Karen E Fisher

November 25, 2024

Printed Name Date

Job #: 346100576

SO #: 8564075

Proposed Price: \$2,155.55

B.

Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	475 W Town Place Ste 114 St Augustine, FL 32092	To Billing Address	Pine Ridge Plantation CDD 475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Pine Ridge: Enhancements Throughout 1.28.25		
Project Description	Landscape Enhancements		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
Entrance Signs (East of Tynes):			Subtotal	\$15,590.29
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$4,169.81	\$4,169.81
16.00	EACH	Oleander 15 gal - Installed	\$180.19	\$2,883.02
2.00	EACH	Carpe Myrtle 30 gal - Installed	\$536.56	\$1,073.11
16.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$954.72
28.00	EACH	Duranta 3 gal - Installed	\$18.38	\$514.50
44.00	EACH	Agapanthus 3 gal - Installed	\$19.69	\$866.51
52.00	EACH	Liriope 1 gal - Installed	\$8.53	\$443.47
150.00	EACH	Mini Pine Bark - Installed	\$9.28	\$1,392.12
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38
900.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$906.12
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$2,076.53	\$2,076.53
Entrance Signs (West of Tynes):			Subtotal	\$11,904.52
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$4,169.81	\$4,169.81
26.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$1,551.41
38.00	EACH	Duranta 3 gal - Installed	\$18.38	\$698.25
121.00	EACH	Liriope 1 gal - Installed	\$8.53	\$1,031.92
125.00	EACH	Mini Pine Bark - Installed	\$9.28	\$1,160.10
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38
900.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$906.12
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$2,076.53	\$2,076.53
Entrance Island (East of Tynes)			Subtotal	\$8,369.50

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Proposal for Extra Work at Pine Ridge CDD

1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$1,816.04	\$1,816.04
1.00	LUMP SUM	Remove All Trees and Stump Grind.	\$1,400.00	\$1,400.00
7.00	EACH	Nellie Stevens Hollie 30 gal - Installed	\$317.45	\$2,222.17
48.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$882.00
30.00	EACH	Liriope 1 gal - Installed	\$8.53	\$255.85
20.00	EACH	Society Garlic 1 gal - Installed	\$9.34	\$186.79
75.00	EACH	Mini Pine Bark - Installed	\$9.28	\$696.06
1.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$155.19
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$755.40	\$755.40
Entrance Island (West of Tynes):			Subtotal	\$10,620.64
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,353.77	\$2,353.77
1.00	LUMP SUM	Remove All Trees and Stump Grind.	\$1,960.00	\$1,960.00
9.00	EACH	Nellie Stevens Hollie 30 gal - Installed	\$317.45	\$2,857.08
64.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,176.01
40.00	EACH	Liriope 1 gal - Installed	\$8.53	\$341.13
20.00	EACH	Society Garlic 1 gal - Installed	\$9.34	\$186.79
90.00	EACH	Mini Pine Bark - Installed	\$9.28	\$835.27
1.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$155.19
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$755.40	\$755.40
Area in Front of Roundabout:			Subtotal	\$12,288.51
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,084.91	\$2,084.91
1.00	LUMP SUM	Remove Palmetto Clump and Stump Grind.	\$1,680.00	\$1,680.00
360.00	EACH	Variegated Confederate Jasmine 1 gal - Installed	\$8.53	\$3,070.19
20.00	EACH	Pine Fines - Installed	\$9.28	\$185.62
4,050.00	SQUARE FEET	St Augustine Sod - Installed	\$1.01	\$4,077.54
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,190.25	\$1,190.25
Roundabout:			Subtotal	\$3,566.81
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$1,481.13	\$1,481.13
18.00	EACH	Paspalum 3 gal - Installed	\$18.38	\$330.75
73.00	EACH	Liriope 1 gal - Installed	\$8.53	\$622.57
27.00	EACH	Mexican Heather 1 gal - Installed	\$9.34	\$252.17

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50.00	EACH	Mini Pine Bark - Installed	\$9.28	\$464.04
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$416.15	\$416.15
Front of Clubhouse:			Subtotal	\$24,995.50
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$6,858.49	\$6,858.49
210.00	EACH	Variegated Confederate Jasmine 1 gal - Installed (To Fill in bed and around tree)	\$8.53	\$1,790.94
185.00	EACH	Liriope 1 gal - Installed	\$8.53	\$1,577.74
48.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$2,864.15
72.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,323.01
7.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$123.66
10.00	EACH	Podocarpus 7 gal - Installed	\$59.67	\$596.70
5,400.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$5,436.72
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38
250.00	EACH	Mini Pine Bark - Installed	\$9.28	\$2,320.20
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,793.51	\$1,793.51
Front Left of Pool:			Subtotal	\$11,176.00
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,825.47	\$2,825.47
1.00	LUMP SUM	Remove and Stump Grind Hollie Trees.	\$1,344.34	\$1,344.34
5.00	EACH	Sable Palm 10-15' OA- Installed	\$566.98	\$2,834.91
41.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$753.38
11.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$194.32
81.00	EACH	Liriope 1 gal - Installed	\$8.53	\$690.79
20.00	EACH	Croton 3 gal - Installed	\$20.71	\$414.15
44.00	EACH	Blue Daze 1 gal - Installed	\$9.34	\$410.94
65.00	EACH	Mini Pine Bark - Installed	\$9.28	\$603.25
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,104.45	\$1,104.45
Front Right of Pool:			Subtotal	\$15,153.11
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$3,900.94	\$3,900.94
1.00	LUMP SUM	Remove and Stump Grind Hollie Trees.	\$1,935.85	\$1,935.85
7.00	EACH	Sable Palm 10-15' OA- Installed	\$566.98	\$3,968.87
14.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$247.31
64.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,176.01

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Proposal for Extra Work at Pine Ridge CDD

88.00	EACH	Liriope 1 gal - Installed	\$8.53	\$750.49
15.00	EACH	Croton 3 gal - Installed	\$20.71	\$310.61
33.00	EACH	Blue Daze 1 gal - Installed	\$9.34	\$308.21
450.00	SQUARE FEET	St Augustine Sod - Installed (For Rectangular Area)	\$1.01	\$453.06
85.00	EACH	Mini Pine Bark - Installed	\$9.28	\$788.87
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,312.89	\$1,312.89
Back of Pool:			Subtotal	\$7,055.94
1.00	LUMP SUM	Prep Area by removing existing plants/sod. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,287.74	\$2,287.74
230.00	EACH	Green Asiatic Jasmine 1 gal - Installed (Fill In Throughout Islands)	\$8.53	\$1,961.51
50.00	EACH	Variegated Confederate Jasmine 1 gal - Installed (Fill In Throughout Islands)	\$8.53	\$426.42
21.00	EACH	Agapanthus 3 gal - Installed (Under 2 Patio Ligustrum Beds)	\$19.69	\$413.56
900.00	SQUARE FEET	St Augustine Sod - Installed (To Replace and Fill In)	\$1.01	\$906.12
25.00	EACH	Pine Fines - Installed	\$9.28	\$232.02
15.00	EACH	Mini Pine Bark - Installed	\$9.28	\$139.21
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$689.36	\$689.36
Back Left of Pool:			Subtotal	\$6,675.80
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$3,632.08	\$3,632.08
2,250.00	SQUARE FEET	St Augustine Sod - Installed (To Replace and Fill In)	\$1.01	\$2,265.30
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$778.42	\$778.42

For internal use only

SO# 8597075
JOB# 346100576
Service Line 130

Total Price \$127,396.62

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3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
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13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
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Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Signature	Title	Property Manager
Maria Cranford	Date	March 03, 2025
Printed Name		

BrightView Landscape Services, Inc. "Contractor"

Signature	Title	Enhancement Manager
James Chadwick Knight	Date	March 03, 2025
Printed Name		

Job #: 346100576

SO #: 8597075

Proposed Price: \$127,396.62

Exclusions And Qualifications

Personnel/ Working Hours

- This Proposal is based upon personnel working normal daytime hours, 8 hour work day, 40 hour work week. Proposal excludes working in an ineffective manner (rain, unsafe working conditions, etc.)
- BrightView is an open shop contractor, non-signatory to any labor agreements.
- This Proposal is based on non-prevailing wage and non-union labor rates.
- This proposal is based on performing the work in one continuous operation and includes one mobilization of equipment, tools and resources to and from site.

Utilities, Traffic Control, and Permitting

- BrightView excludes any permits or applicable fees in this proposal. Permits and fees, if required, are to be supplied and paid for by others including street closure and traffic control plans.
- Permanent or temporary Water meter fees, permits, installation and cost for water not included in proposal.
- BrightView Landscape Maintenance, Inc. is not responsible for underground or overhead utilities or their re-routing.
- BrightView is not responsible for unmarked private utilities.
- A minimum of (48) hour notice prior to mobilization must be provided for proper underground utility marking, etc. in public areas.
- The owner shall be responsible for identifying and marking all underground utilities within in the work site.
- BrightView shall accept no responsibility for damage to any unmarked underground utilities.

Scope of Work/ Project Specifications

- No import or export soils are provided for in this proposal except as noted in the scope of work. All planting spoils to be used on-site.
- Equipment access roads and level crane pads are to be provided at the time of installation and approved by BrightView prior to mobilization.
- Any and all concrete or asphalt cutting, demolition, removal and replacement to be performed by others.
- Hardscape, electrical, surveying, metal work or waterproofing or any other scope not specified in this proposal are excluded.
- No demolition work is provided for in this proposal except as noted in the scope of work.
- BrightView will receive the site clean and free of weeds and construction debris and in finish graded condition (plus or minus 1/10th foot)
- Site is to be readily accessible by smooth bucket skip loader, forklift, and workmen with hand tools, semi-truck and trailer.
- Cutting, patching or penetration of planter walls is excluded. Coring of structures has not been included. All necessary penetrations into existing planters, sealing of these penetrations, etc. to be by others.
- Waterproofing, protection boards, and topping slabs shall be completed, in place and tested by others prior to mobilization.
- Specified plant materials are subject to availability at the time of construction.

Irrigation

- BrightView shall be given sufficient notice to place irrigation sleeves prior to paving, curbing or wall footings being poured.
- No hardscape (asphalt, concrete, etc.) cutting for purposes of installing irrigation piping, wires, etc. is provided in this proposal.
- Irrigation to be taken from provided point of connection. Water meter installation excluded.
- Irrigation to be installed per plan. Any necessary irrigation modifications to be billed at time and materials.
- Power (110v) P.O.C. for irrigation controller will be provided by the others.
- BrightView will warranty the irrigation system, with regards to material and workmanship for (90) days post-installation.

Warranty

- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year.
- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

C.

RIVERSIDE MANAGEMENT SERVICES, INC.

50 Ellis Street, Suite 208, St. Augustine, FL 32095

May 13, 2025

Marilee Giles
Pine Ridge Plantation Community Development District
475 West Town Place, Suite 114
World Golf Village
St. Augustine, Florida 32092

Re: Amenity Management, Facility Assistant, Field Management, Lifeguards, Pool Maintenance, Janitorial Services and Lifeguards

Dear Marilee:

Please consider this proposal for Riverside Management Services, Inc. to continue providing the following services for the Pine Ridge Plantation Community Development District:

<u>Services</u>	<u>FY 2025 Budget</u>	<u>FY 2025 Actual Fee</u>	<u>FY 2026 Proposed Fee</u>
Amenity Manager	\$71,472	\$71,472	\$75,760
Facility Assistant (500 hrs)	\$14,000	\$14,000	\$14,000
Field Management	\$27,168	\$27,168	\$28,798
Pool Maintenance	\$16,500	\$16,500	\$18,150
Janitorial Service	\$10,080	\$10,080	\$10,685
Lifeguard Service (954 hrs)	\$20,511	\$20,511	\$21,947
Maintenance		\$40/hour	\$45/hour

We are asking for a cost-of-living increase for the Amenity Manager, Field Operations Manager, Pool Maintenance and Janitorial Services. The amounts for Lifeguards reflects a \$1.50 per hour rate increase to offset the impact of the mandated minimum wage increase of \$1.00 plus taxes, insurance and cost of living increase. The ownership and management at Riverside Management Services, Inc. would like to thank the Board of Supervisors in advance for your consideration of our request to help offset the continued rise in cost to operate. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Alison Mossing

Alison Mossing
Vice President

D.



April 9, 2025

Pine Ridge Plantation CDD
4200 Pine Ridge Plantation Parkway
Middleburg, FL. 32068

Please call 800-331-1723 or send email to info@courtsurfacesfla.com should you have any questions.

RE: Repair and patch 4 separate areas, up to **total of 339 sq ft.** damaged areas with paint coming up from possible underlying water seepage under asphalt and base material. Existing surface will be sanded, patched and re-painted with deep patch materials, one coat of resurfacer and at least two coats of paint. Areas to be taped off each section with straight lines on edges. *Repaired area will be noticeable compared with the rest of the court but should fade and blend in more over time. WE DO NOT KNOW WHAT IS CAUSING THIS ISSUE AND IT APPEARS TO BE A BOTTOM-UP ISSUE. FOR THAT REASON, WE ARE OFFERING THIS QUOTE WITH NO WARRANTY.*

Net posts are bent and bases cracked some due to over tightening net cables and weight put onto top of nets. This will cause damage to equipment which is not covered by equipment warranty. Two sets of net posts are priced below as Add-On.

Scope of Work

- a) **Mobilization to site**
- b) **Patch and Repair** – Four separate areas:
 - 1. Under the far basket of basketball court. The complete key box will be taped off and re-panted. 18'10" x 12'.
 - 2. First Court, far baseline of pickleball court.
 - 3. First Court, far alley near divider fence.
 - 4. Second Court, near alley near divider fence.
- c) **Repaint** – We will repaint with existing colors. *(will not match exactly due to fading.)*
- d) **Clean-up** - Remove all excess materials and debris from the job after completion of the work.



Pricing

The total price for the above outlined work is **\$4,600.00**.

This Price is good for thirty (30) days.

ACCEPTED BY: Court Surfaces

For: _____

Bryan McMandon
Managing Member

By signing this proposal, the customer acknowledges they have read and accept the proposed scope of work, price and terms and conditions outlined in this quote.

Add-On #1. – Tennis Net Posts - Replace 2 sets of black tennis net posts that are bent, black with external winches.

Add **\$725.00** to above base price. **Initial** _____

Add-On #2 – Net post bases – All four net post bases are cracking. We will apply membrane, sand, patch and repaint. (If work is done during same mobilization as court repairs)

Add **\$1,225.00** to above base price. **Initial** _____

FOURTH ORDER OF BUSINESS

RESOLUTION 2025-02

[FY 2026 BUDGET APPROVAL RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FY 2026; SETTING A PUBLIC HEARING THEREON AND DIRECTING PUBLICATION; ADDRESSING TRANSMITTAL AND POSTING REQUIREMENTS; ADDRESSING SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**FY 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Pine Ridge Plantation Community Development District (“**District**”) prior to June 15, 2025, the proposed budget(s) attached hereto as **Exhibit A (“Proposed Budget”)**; and

WHEREAS, the Board now desires to set the required public hearing on the Proposed Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit A** is hereby approved preliminarily.

2. **SETTING A PUBLIC HEARING; DIRECTING PUBLICATION.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, time, and location, and District staff is directed to provide notice of the same in accordance with Florida law:

DATE & TIME: _____ at 6:00 pm
LOCATION: Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENT; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to its adoption, and (ii) post the approved Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*.

4. **SEVERABILITY; EFFECTIVE DATE.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF MAY, 2025.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Pine Ridge Plantation

Community Development District

Proposed Budget

FY 2026

May 20, 2025



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Pine Ridge Plantation
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
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REVENUES:

Special Assessments - On Roll	\$750,976	\$741,624	\$9,328	\$750,953	\$808,015
Misc. Income/Facility Rental	5,000	3,275	8,250	11,525	5,000
Interest Earned	12,500	13,281	10,000	23,281	15,000
Carry Forward Surplus	22,756	-	-	-	-

TOTAL REVENUES	\$791,232	\$758,181	\$27,578	\$785,759	\$828,015
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EXPENDITURES:

Administrative:

Supervisor Fees	\$8,000	\$2,400	\$3,000	\$5,400	\$8,000
FICA Taxes	612	184	230	413	612
Engineer	3,000	4,305	2,000	6,305	8,000
Attorney	20,000	1,361	8,639	10,000	15,000
Annual Audit	3,175	-	3,175	3,175	3,175
Assessment Administration	5,911	5,911	-	5,911	6,207
Arbitrage Rebate	600	-	600	600	600
Dissemination Agent	5,565	2,783	2,783	5,565	5,843
Trustee Fees	4,100	4,041	-	4,041	4,434
District Management Fees	54,866	27,433	27,433	54,866	57,609
Information Technology	1,696	848	848	1,696	1,781
Website Maintenance	1,272	636	636	1,272	1,336
Telephone	500	54	446	500	500
Postage & Delivery	1,000	220	780	1,000	1,000
General Liability and Public Officials Insurance	10,146	9,868	-	9,868	11,102
Printing & Binding	1,500	103	1,397	1,500	1,500
Legal Advertising	1,500	89	911	1,000	1,500
Other Current Charges	600	348	548	896	900
Office Supplies	300	3	297	300	300
Dues, Licenses & Subscriptions	175	175	-	175	175

TOTAL ADMINISTRATIVE	\$124,517	\$60,761	\$53,721	\$114,483	\$129,574
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Operations & Maintenance

Grounds Maintenance

Landscape Maintenance	\$161,948	\$80,974	\$80,974	\$161,948	\$ 171,665
Lake Maintenance	14,830	5,250	9,580	14,830	14,830
Electric	3,000	1,080	1,800	2,880	3,000
Water	26,000	11,528	12,500	24,028	26,000
Repairs and Maintenance	22,000	12,726	12,000	24,726	24,000
Irrigation Repairs	4,000	2,092	1,908	4,000	3,500
Contingencies	4,451	-	3,500	3,500	1,500

Total Grounds Maintenance	\$236,229	\$113,650	\$122,262	\$235,912	\$244,495
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Pine Ridge Plantation
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<u>Amenity Center</u>					
Property Insurance	\$27,728	\$26,532	\$-	\$26,532	\$29,155
General Facility Maintenance	24,200	14,106	12,000	26,106	24,000
Repairs & Replacements	24,200	12,626	11,574	24,200	24,000
Recreational Passes	500	-	500	500	500
Office Supplies	500	318	182	500	500
Permit Fees	780	-	780	780	780
Contingency	1,000	-	-	-	1,000
Special Events	15,000	7,533	7,467	15,000	15,000
Security	18,646	8,418	11,102	19,520	20,000
<u>Utilities</u>					
Water & Sewer	5,400	2,179	2,800	4,979	5,400
Electric	25,000	10,531	12,000	22,531	25,000
Cable/Phone/Internet	5,900	3,406	3,511	6,917	7,250
Refuse Service	11,040	8,374	8,832	17,206	17,760
<u>Management Contracts</u>					
Amenity Management	71,472	35,736	35,736	71,472	75,760
Facility Assistant	14,000	881	13,119	14,000	14,000
Field Management Services	27,168	13,584	13,584	27,168	28,798
Lifeguards	20,511	677	19,834	20,511	21,947
Pool Maintenance	16,500	8,250	8,250	16,500	18,150
Pool Chemicals	22,333	10,256	12,077	22,333	23,226
Janitorial Service	10,080	5,040	5,040	10,080	10,685
Janitorial Supplies	5,000	1,184	3,816	5,000	5,000
Total Amenity Center	\$346,957	\$169,632	\$182,204	\$351,836	\$367,911
TOTAL EXPENDITURES	\$707,703	\$344,043	\$358,187	\$702,230	\$741,980
<u>Other Sources/(Uses)</u>					
Capital Reserve Transfer Out	(83,529)	(83,529)	-	(83,529)	(86,035)
TOTAL OTHER SOURCES/(USES)	\$(83,529)	\$(83,529)	\$-	\$(83,529)	\$(86,035)
EXCESS REVENUES (EXPENDITURES)	\$-	\$330,609	\$(330,609)	\$-	\$-

Pine Ridge Plantation
Community Development District
Budget Narrative

REVENUES

Special Assessments-Tax Roll

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Misc Income/Facility Rental Fees

Includes replacement key deposits and income from residents for rental of facilities for personal use.

Interest

Maintenance Assessment income of the District will be invested in accordance with Florida Statutes and the investment guidelines approved by the Board of Supervisors.

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 6 meetings and extra meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement.

Assessment Roll Administration

GMS LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Arbitrage

The District is required to have an Arbitrage Rebate Calculation on the District's Series 2020A1 and A2 Capital Improvement Revenue Bonds. Grau and Associates is contracted to provide annual report.

Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Trustee Fees

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services, LLC.

Website Maintenance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly.

Telephone

Internet, Phone and Wi-Fi service for Office.

Postage and Delivery

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Pine Ridge Plantation

Community Development District

Budget Narrative

Expenditures - Administrative (continued)

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based on estimated premium.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Other Current Charges

This includes monthly bank charges, amortization schedules and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Floirda Department of Commerce for \$175.

Expenditures - Grounds Maintenance

Landscape Maintenance

The District has contracted with Brightview Landscape Services Inc to provide landscaping services to all the common areas within the District.

Vendor	Monthly	Annual
Brightview Landscape	\$14,305	\$171,665

Lake Maintenance

The District has contracted with The Lake Doctors to perform monthly service to include inspections and treats as necessary for the control and prevention of aquatic weeds and algae and RMS for trash pickup.

Vendor	Monthly	Annual
The Lake Doctor	\$875	\$10,500
Fish Stocking		\$1,900
Contingency	\$203	\$2,430
Total	\$1,078	\$14,830

Electric

The District currently has the following accounts with Clay Electric.

Account #	Vendor	Monthly	Annual
8824799	4201-1 Pine Ridge Pkwy 1 Irrig Clock	\$34	\$408
8824808	1217-1 Camp Ridge Land	\$34	\$408
7371685	4392-1 Pine Ridge Park Irrigation	\$34	\$408
8824805	1452-2 Tynes Blvd Entrance	\$37	\$444
8837872	1484 Tynes Blvd 2 Irrig Clock/Sign	\$40	\$480
	Contingency	\$71	\$852
	Total	\$250	\$3,000

Water

The District currently has the following accounts with CCUA. Budget includes growth for additional use and new accounts.

Account #	Vendor	Monthly	Annual
246892	1376- tynes Blvd Reclaimed	\$150	\$1,800
246893	1475-1 Tyne Blvd Reclaimed	\$150	\$1,800
248250	4228-1 Pine Ridge Pkwy Reclaimed	\$234	\$2,808
248496	4354-1 Foggy Day Dr Recl Irrigation	\$180	\$2,160
248497	4421-1 Pine Ridge Pkwy Reclaimed	\$150	\$1,800
248498	4688-1 Pine Lake Dr Reclaimed	\$30	\$360
248499	4201-2 Pine Ridge Pkwy Irrigation	\$25	\$300
257236	4200-1 Pine Ridge Pkwy Irrigation	\$500	\$6,000
260144	4200 Pine Ridge Pkwy Reclaimed	\$280	\$3,360
	Contingency	\$468	\$5,612
	Total	\$2,167	\$26,000

Repair & Maintenance

Regular repair and maintenance of common area which includes pine straw/mulching, tree cutting, pressure washing of common area and backflow testing.

Irrigation Repairs

Miscellaneous irrigation repairs and maintenance cost for the District.

Contingencies

This item includes a contingency for any unanticipated and unscheduled cost to the District.

Pine Ridge Plantation

Community Development District

Budget Narrative

Expenditures – Amenity Center

Property Insurance

The District's Property Insurance policy will be with Preferred Governmental Insurance Trust. PGIT specializes in providing insurance coverage to governmental agencies. This is an estimated premium.

General Facility Maintenance

Cost of routine repairs and maintenance of the District's Amenity Center.

Repairs and Replacements

Represents any funds that will be used to make repairs and replacements to facility or equipment in the District Amenity Center

Recreation Passes

Represents the estimated cost for access cards to the District's Amenity Center.

Office Supplies

This item includes the cost of office supplies needed for the operation of the amenity center.

Permit Fees

Represents Permit Fees paid to the Department of Health for the swimming pool.

Contingency

This item includes a contingency for any unanticipated and unscheduled cost to the District, postage for mailing of newsletter to residents, and costs of publishing newsletter and other mailings/emails associated with the amenity center.

Special Events

This item represents the estimated cost for the District to host any special events for the community throughout the Fiscal Year.

Security/Monitoring

The District employs off-duty officers through the Clay County Sheriff's Office to provide security services for the District. Also contracted with SafeTouch for security monitoring alarm, Keatings Communications for annual monitoring for security cameras and annual cloud storage, and Pye-Barker Fire and Safety for annual fire monitoring.

Vendor	Monthly	Annual
Clay County Sheriffs Officers	\$1,000	\$12,000
Safetouch	\$88	\$1,057
Keatings Communications - Cloud Storage		\$3,240
Keatings Communications - Security/Monitoring		\$1,190
Pye-Barker Annual Monitoring		\$972
Contingency	\$128	\$1,541
Total	\$1,217	\$20,000

Expenditures – Utility

Water

District currently has one account with CCUA for water at the Amenity Center. Budget includes growth for additional use and new accounts.

Account #	Vendor	Monthly	Annual
257235	4200 Pine Ridge Pkwy Amenity	\$390	\$4,680
	Contingency	\$60	\$720
	Total	\$450	\$5,400

Electric

District currently has one account with Clay Electric for electric at the Amenity Center. Budget includes growth for additional use and new accounts.

Account #	Vendor	Monthly	Annual
7808611	4200 Pine Ridge Pkwy Amenity	\$1,600	\$19,200
	Contingency	\$483	\$5,800
	Total	\$2,083	\$25,000

Cable/Phone/Internet

Cost of cable, telephone and internet service provided by Comcast for the Amenity Center.

Refuse Service

This item includes the cost of garbage disposal for the District contracted with Waste Management.

Pine Ridge Plantation

Community Development District

Budget Narrative

Expenditures – Management Contracts

Amenity Management

Services provided by Riverside Management Services, Inc. to provide management services of amenity center.

Vendor	Monthly	Annual
RMS	\$6,313	\$75,760

Facility Assistant

Services provided by Riverside Management Services, Inc. to provide part time staffing of amenity center.

Vendor	Monthly	Annual
RMS	\$1,167	\$14,000

Field Management Services

The District has contracted with Riverside Management Services, Inc. for the supervision and on-site management of Pine Ridge Plantation.

Vendor	Monthly	Annual
RMS	\$2,400	\$28,798

Lifeguards

The District has contracted with Riverside Management Services, Inc. to provide lifeguard services during pool operation season.

Pool Maintenance

The District has contracted with Riverside Management Services, Inc. to provide pool cleaning and maintenance services. Monthly service is for two cleanings, plus the cost of chemicals. During summer months, cleanings may be increased to three times a week.

Vendor	Monthly	Annual
RMS	\$1,513	\$18,150

Pool Chemicals

PoolSure will provide the necessary chemicals for the Amenity Center pool.

Vendor	Monthly	Annual
PoolSure	\$1,593	\$19,110
Contingency	\$343	\$4,116
Total	\$1,936	\$23,226

Janitorial Service

The District has contracted with Riverside Management Services to provide janitorial services for the Amenity Center.

Vendor	Monthly	Annual
RMS	\$890	\$10,685

Janitorial Supplies

All supplies needed for janitorial services.

Expenditures – Reserves

Capital Reserve

The District has established a Capital Reserve to fund renewal and replacement of the District's capital related facilities and equipment. This amount will be transferred to Capital Reserve Fund.

Pine Ridge Plantation

Community Development District

Proposed Budget Debt Service Series 2020A1 & A2 Special Assessment Bonds

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
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REVENUES:

Special Assessments-On Roll	\$926,572	\$915,062	\$11,510	\$926,572	\$926,572
Interest Earnings	20,000	16,896	14,987	31,883	25,000
Carry Forward Surplus ⁽¹⁾	221,031	221,798	-	221,798	248,692

TOTAL REVENUES	\$1,167,603	\$1,153,756	\$26,497	\$1,180,253	\$1,200,264
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EXPENDITURES:

Series 2020A1

Interest 11/1	\$92,024	\$92,024	\$-	\$92,024	\$86,874
Interest 5/1	92,024	-	92,024	92,024	86,874
Principal 5/1	510,000	-	510,000	510,000	520,000
Prepayment 5/1	-	-	5,000	5,000	-

Series 2020A2

Interest 11/1	41,256	41,256	-	41,256	39,169
Interest 5/1	41,256	-	41,256	41,256	39,169
Principal 5/1	145,000	-	145,000	145,000	150,000
Prepayment 5/1	-	-	5,000	5,000	-

TOTAL EXPENDITURES	\$921,561	\$133,281	\$798,281	\$931,561	\$922,086
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Other Sources/(Uses)

Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
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TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
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TOTAL EXPENDITURES	\$921,561	\$133,281	\$798,281	\$931,561	\$922,086
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EXCESS REVENUES (EXPENDITURES)	\$246,042	\$1,020,475	\$(771,783)	\$248,692	\$278,177
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⁽¹⁾ Carry Forward is Net of Reserve Requirement

A-1 Interest Due 11/1/26	\$81,674.38
A-2 Interest Due 11/1/26	\$36,693.75
	<u>\$118,368.13</u>

Pine Ridge Plantation

Community Development District

Series 2020 A-1 Capital Improvement Revenue Refunding Bond Combined

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/25	7,105,000			86,874	86,874
05/01/26	7,105,000		520,000	86,874	
11/01/26	6,585,000			81,674	688,549
05/01/27	6,585,000		530,000	81,674	
11/01/27	6,055,000			76,374	688,049
05/01/28	6,055,000		540,000	76,374	
11/01/28	5,515,000			70,974	687,349
05/01/29	5,515,000		555,000	70,974	
11/01/29	4,960,000			65,424	691,399
05/01/30	4,960,000		565,000	65,424	
11/01/30	4,395,000			59,421	689,846
05/01/31	4,395,000		580,000	59,421	
11/01/31	3,815,000			51,809	691,230
05/01/32	3,815,000		595,000	51,809	
11/01/32	3,220,000			43,999	690,808
05/01/33	3,220,000		610,000	43,999	
11/01/33	2,610,000			35,993	689,993
05/01/34	2,610,000		625,000	35,993	
11/01/34	1,985,000			27,790	688,783
05/01/35	1,985,000		645,000	27,790	
11/01/35	1,340,000			18,760	691,550
05/01/36	1,340,000		660,000	18,760	
11/01/36	680,000			9,520	688,280
05/01/37	680,000		680,000	9,520	689,520
Total			\$7,105,000	\$1,257,229	\$8,362,229

Pine Ridge Plantation

Community Development District

Series 2020 A-2 Capital Improvement Revenue Refunding Bond Combined

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/25	2,185,000.00			39,168.75	39,168.75
05/01/26	2,185,000.00		150,000.00	39,168.75	
11/01/26	2,035,000.00			36,693.75	225,862.50
05/01/27	2,035,000.00		155,000.00	36,693.75	
11/01/27	1,880,000.00			34,136.25	225,830.00
05/01/28	1,880,000.00		160,000.00	34,136.25	
11/01/28	1,720,000.00			31,496.25	225,632.50
05/01/29	1,720,000.00		165,000.00	31,496.25	
11/01/29	1,555,000.00			28,773.75	225,270.00
05/01/30	1,555,000.00		170,000.00	28,773.75	
11/01/30	1,385,000.00			25,968.75	224,742.50
05/01/31	1,385,000.00		175,000.00	25,968.75	
11/01/31	1,210,000.00			22,687.50	223,656.25
05/01/32	1,210,000.00		185,000.00	22,687.50	
11/01/32	1,025,000.00			19,218.75	226,906.25
05/01/33	1,025,000.00		190,000.00	19,218.75	
11/01/33	835,000.00			15,656.25	224,875.00
05/01/34	835,000.00		195,000.00	15,656.25	
11/01/34	640,000.00			12,000.00	222,656.25
05/01/35	640,000.00		205,000.00	12,000.00	
11/01/35	435,000.00			8,156.25	225,156.25
05/01/36	435,000.00		215,000.00	8,156.25	
11/01/36	220,000.00			4,125.00	227,281.25
05/01/37	220,000.00		220,000.00	4,125.00	224,125.00
Total			\$2,185,000	\$556,163	\$2,741,163

Pine Ridge Plantation
Community Development District
Proposed Budget
Capital Reserve Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
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REVENUES:

Interest Income	\$3,353	\$16,096	\$16,200	\$32,296	\$3,353
Carry Forward Balance	657,746	752,568	-	752,568	789,831
TOTAL REVENUES	\$661,099	\$768,664	\$16,200	\$784,864	\$793,184

EXPENDITURES:

Capital Outlay

Capital Outlay*	\$50,000	\$-	\$-	\$-	\$25,000
Streetlights	-	7,425	-	7,425	-
Parking Light Fixtures	-	1,687	-	1,687	-
Sports Lighting	-	68,865	-	68,865	-
Repair and Maintenance	22,380	-	-	-	15,525
Other Current	500	249	336	585	600
TOTAL EXPENDITURES	\$72,880	\$78,226	\$336	\$78,562	\$41,125

Other Sources/(Uses)

Transfer in/(Out)	\$83,529	\$83,529	\$-	\$83,529	\$86,035
TOTAL OTHER SOURCES/(USES)	\$83,529	\$83,529	\$-	\$83,529	\$86,035

EXCESS REVENUES (EXPENDITURES)	\$671,748	\$773,967	\$15,864	\$789,831	\$838,094
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* Perimeter Lighting

Pine Ridge Plantation
Community Development District
Non-Ad Valorem Assessments Comparison
2026-2026

Neighborhood	O&M Units	Bonds 2020 Units	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
			FY 2026	FY2025	Increase/ (decrease)	FY 2026	FY2025	Increase/ (decrease)	FY 2026	FY2025	Increase/ (decrease)
55'	390	390	\$1,166	\$1,084	\$82	\$1,242	\$1,242	\$0	\$2,408	\$2,326	\$82.37
65'	40	40	\$1,166	\$1,084	\$82	\$1,366	\$1,366	\$0	\$2,533	\$2,450	\$82.37
70'	194	194	\$1,166	\$1,084	\$82	\$1,491	\$1,491	\$0	\$2,657	\$2,575	\$82.37
75'+	113	113	\$1,166	\$1,084	\$82	\$1,512	\$1,512	\$0	\$2,678	\$2,596	\$82.37
Total	737	737			7.60%						

FIFTH ORDER OF BUSINESS

B.

1.



Chris H. Chambliss

Supervisor of Elections
Clay County, Florida

April 15, 2025

Pine Ridge Plantation Community Development District
Attn.: Wesley Haber
107 West College Avenue
Tallahassee, Florida 32301

Dear Mr. Haber:

I have queried the number of eligible voters residing within the Pine Ridge Plantation Community Development District as of April 15, 2025. At this time, there are 1,470 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at Lynn.Gaver@ClayElections.gov.

Thank you,

Lynn Gaver, MFCEP

Clay County Supervisor of Elections Office
P.O. Box 337 | 500 North Orange Ave.
Green Cove Springs, FL 32043
(904) 269-6350 Fax (904) 284-0935

D.

2.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: May 20, 2025
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager & Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- A broken tile was removed and replaced near the bottom of the water slide
- RMS staff continues to remove the build-up of leaves inside the dumpster gate area
- Fitness Pro completed preventative maintenance of the fitness equipment on April 4th
- Repairs to one of the treadmills was also completed during Fitness Pros site visit on April 4th
- RMS staff did routine touch up painting of the benches at the playground
- RMS staff replaced the rotted water hose and connecting hose for the water hose reel
- RMS staff fixed a loose tile outside of the shower in the women's poolside restroom
- A torn shower curtain was replaced in the men's poolside restroom
- RMS staff replaced a flush valve in the men's restroom
- RMS staff made adjustments to one of the splash pad gates to allow for easier opening and closing
- RMS staff leveled a number of pavers inside that the splash pad area that had caved in, along with a number of other pavers behind the water slide tower and walkway paths
- RMS staff continues to do weekly routine cleaning of the BBQ grills to ensure they are clean and ready for use

In Progress Items:

- Waiting on quotes from the tree vender to have several dead trees removed in preserve areas that could potentially cause damage to homeowner's property
- RMS staff replaced and repaired a section of drywall in the fitness center. Drywall still needs to be sanded and painted
- RMS staff is in the process of conducting annual access card audit

Landscaping & Lakes:

- Brightview installed the new annuals on April 14th
- Mulch was installed on March 28th
- Pine straw was installed on April 24th
- BrightView continues to maintain the grounds throughout.
- Brightview fixed a broken irrigation line that had caused a washout in the open grass area near the splash pad fence
- Brightview lifted some additional tree limbs along the sidewalk between Oak Moss Loop and Persimmon Dr.
- Lake Doctor's continues to maintain the lakes.
- RMS continues to inspect and clean all the lakes and outfall structures.
- RMS staff is performing trash clean-up of the main roadways on Monday and Wednesdays and emptying all dog waste receptacles

Amenity Manager:

- Number of rentals booked for March and April = 15
- Number of rentals tentatively scheduled for May and June = 37
- Routine inspection by the Health Department was completed on April 28th

- Lifeguards kicked off the start of the water slide season on May 3rd and it will be running on Saturdays and Sundays. Memorial Day will kick off the official slide season
- New umbrellas were purchased for the lifeguards, along with other first aid supplies
- A collapsable wagon was purchased for lifeguards and other facility staff to utilize when taking out trash from the pool deck area, to prevent leaking bags from making a mess on the pavers
- A box of pool noodles was placed out for community use
- Island Dream Italian Ice and Kaylee's Trap was at the amenity center on April 26th
- El Agave Azul will be at the amenity center on May 27th from 5 to 8 p.m.
- Fudtrip the Filipino Kitchen will be at the amenity center on June 25th from 5 to 8 p.m.
- Filipin Go is scheduled to be at the amenity center on May 28th from 5 to 8 p.m. and again on July 23rd
- Community yard sale is being planned for July 19th and 20th
- Community Easter event was held on April 12th from 3 to 6 p.m. The Easter Bunny had a great time taking photos and handing out treats to the kids
- Advertising is still being done for the 2025 lifeguard season
- Small group of residents continue to utilize the clubhouse on Tuesday afternoons for game day
- Pine Ridge HOA hosted their annual Community Day event in the amenity parking lot on May 10th
- Pine Ridge HOA continues to hold their monthly HOA meetings in the clubhouse the second Thursday of each month. Next meeting is scheduled for June 12th 7 p.m.
- Pine Ridge West HOA will be holding their HOA meetings in the clubhouse the second Tuesday of every other month. A meeting was held on May 13th and the next scheduled meeting is July 8th at 6 p.m.

SEVENTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, March 18, 2025, at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

Jerry Ritchie	Vice Chairman
Jack Montoya	Supervisor
Nelson Nazario	Supervisor

Also, present were:

Marilee Giles	District Manager
Kyle Magee <i>by phone</i>	District Counsel
Maria Cranford	RMS Amenity Manager
Jay Soriano	GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments *(Regarding Agenda Items Listed Below)*

Ms. Giles noted there were no members of the public present.

THIRD ORDER OF BUSINESS

Consideration of Proposals

A. Brightview – Tynes Boulevard Curb Clean Up

Ms. Giles noted the wrong proposal was include in the agenda. She asked for the item to be tabled. Mr. Soriano commented there was an issue with the road and complaints on dumping. The county will vacate the road, and the property owner will get ownership.

Other discussion was held on the right-of-way, clean-up process, acquisition of road, extending the sidewalk, more permanent solutions, concrete issues, satellite used, berm issue, sand clean-up, and letting the grasses grow. Ms. Giles stated they would table this item and provide the Board with updates at the next meeting.

B. Brightview – Enhancement Plan

Ms. Cranford provided a review of this item including it being a 3-year plan and included different phases. Discussion included topics on the roses, set-up, new construction, specific enhancement, entry walls, refreshing the areas, sign area with gaps, other areas to beef up, look at different areas to focus for plans, improvements to be made, and to bring back proposals. Ms. Giles noted this item will be tabled.

FOURTH ORDER OF BUSINESS

Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2026 Budget

Ms. Giles noted this is the opportunity to provide guidance to the staff for any line items to look at for budget planning. She added they will prepare a draft budget and bring it back to the May meeting. She stated if it's higher that is okay, they will be able to lower but cannot go higher. She stated they will work with the accountant to review all prior invoices to plan for the proposed budget.

A Board member questioned a \$5,000 invoice from the county to provide the tax bills. Ms. Giles stated there is a GMS employee to work with the county on this issue. It was noted that Assessment & Administration line item is for the work on the budget with the county. The proposed budget will be approved on May 20th and adoption on July 22nd. Ms. Giles added the District looks good with the financials and there was \$861,000 in the general fund, and \$691,000 in the capital reserve fund. She added they are healthy financially.

Ms. Giles noted they will review the capital reserve study and see the amount that is recommended to put into the FY26 budget. She noted they would take Board guidance on any other areas.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee had nothing to report.

B. District Manager

Ms. Giles reminded the Board the Form 1 is due by July 1, 2025. This form has liabilities, assets, employments and is available online. She added she will send a link.

C. Engineer

Ms. Giles noted there is nothing from the engineer.

D. Amenity & Operations Manager

Ms. Cranford presented the Amenity Management Report to include the technology, alarm monitoring, internet access going in and out, software last update was in 2019, need updates for technology support to get us to the current software, and annual updates. She noted they are near capacity for access cards and plans for upgrades to the controller to expand the data base. She made comments on the access cards, updated software, alarm monitored back up, both the option of a controller and software. She explained the options for software compatibility with the current controller.

Questions were asked on the timelines, discussion on completing the entire project, and budgeting for future needs. The Board decided to approve the controller and the software.

Ms. Giles noted she will get with District counsel to do an addendum.

On MOTION by Mr. Nazario, seconded by Mr. Montoya, with all in favor, the Proposal for \$7,673.63 for the Software Updates and the Controller, was approved.
--

Ms. Cranford provided updates on events and noted there is a resident that is a new principal for the charter school who wants to form a partnership with the community.

Mr. Soriano provided updates on pond erosion and the engineer meeting with the residents to explain the situation and solutions of adding a French drain. His suggested to build up to the bank and a drain box. He noted he does not have updates from the residents.

Discussion ensued on the process of the scope of work, setting a precedent for the District, erosion issues, swell in between the houses, having residents work together, sand deposits, placement of the drain, the engineer and counsel would need to develop an agreement,

offering the agreement to all homeowners, rentals in this area, bringing in dirt, and total of labor costs.

After discussion the Board agreed to give direction for the district counsel to work with Mr. Soriano to install boxes. Other discussion was held on access cards, drainage, moving rocks, damages, original plan with security cameras, light poles are up, needs for security cameras on the courts, overview and possible options for solutions on some of the security issues.

Ms. Giles confirmed the Board asked to have proposals for the security cameras brought to the next meeting.

SIXTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the January 21, 2025, Meeting

Ms. Giles presented the minutes from the January 21, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Montoya, seconded by Mr. Nazario, with all in favor, the Minutes of the January 21, 2025 Meeting, were approved.

B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending January 31, 2025

Ms. Giles stated the balance sheet and income statement for the period of January 31, 2025 are in the agenda package.

C. Assessment Receipts Schedule

Ms. Giles noted the Assessment Receipts Schedule shows the district 98% collected.

D. Approval of Check Register

Ms. Giles presented the check register totaling \$97,465.26. She commented there were no unusual variances, but it is a little higher than usual. A question was asked about invoices and

approval. Ms. Giles explained if it is above the spending limit the Board approves at the meeting and some are reoccurring that are paid monthly.

Mr. Ritchie noted a concern was noted that a vendor payment was made before completion of a job, and it was never completed. The Board did not want this to happen again. Mr. Soriano made comments on his proposals, payments, and the process used for paying vendors.

On MOTION by Mr. Montoya, seconded by Mr. Nazario, with all in favor, the Check Register, was approved.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – 05/20/25 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next meeting is scheduled for May 20, 2025, at 6:00 p.m. at the same location. She stated this will be for the budget approval.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Montoya, seconded by Mr. Nazario, with all in favor, the meeting was adjourned.
--

Secretary / Assistant Secretary

Chairman / Vice Chairman

B.

Pine Ridge Plantation
Community Development District

Unaudited Financial Reporting
March 31, 2025



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9	<u>Assessment Receipt Schedule</u>
10	<u>Check Register Summary</u>

Pine Ridge Plantation

Community Development District

Combined Balance Sheet

March 31, 2025

	General Fund	Capital Reserve Fund	Debt Service Fund	Totals Governmental Funds
Assets:				
Cash:				
Operating Account - Truist	101,018	\$ 24,141	\$ -	\$ 125,159
Assessments Receivable	-	-	-	-
Due from Other	-	-	-	-
Due from General Fund	-	-	-	-
Investments:				
State Board of Administration (SBA)	623,294	749,826	-	1,373,120
Custody US Bank Account	40,194	-	-	40,194
Series 2020				
Reserve A1	-	-	173,593	173,593
Reserve A2	-	-	113,875	113,875
Revenue	-	-	1,019,741	1,019,741
Prepay 2020A1	-	-	734	734
Construction	-	-	-	-
Prepaid Expenses	-	-	-	-
Deposits	-	-	-	-
Total Assets	\$ 764,506	\$ 773,967	\$ 1,307,943	\$ 2,846,416
Liabilities:				
Accounts Payable	\$ 8,431	-	\$ -	\$ 8,431
Accrued Expenses	1,737	-	-	1,737
Due to Debt Service	-	-	-	-
Due to Others	5,940	-	-	5,940
Total Liabilities	\$ 16,108	\$ -	\$ -	\$ 16,108
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ -	\$ -	\$ -	\$ -
Deposits	-	-	-	-
Restricted for:				
Debt Service	-	-	1,307,943	1,307,943
Capital Project	-	-	-	-
Assigned for:				
Capital Reserve Fund	-	773,967	-	773,967
Capital Reserves	-	-	-	-
Unassigned	748,397	-	-	748,397
Total Fund Balances	\$ 748,397	\$ 773,967	\$ 1,307,943	\$ 2,830,307
Total Liabilities & Fund Balance	\$ 764,506	\$ 773,967	\$ 1,307,943	\$ 2,846,416

Pine Ridge Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/25	Thru 03/31/25	Variance

Revenues:

Special Assessments - Tax Roll	\$ 750,976	\$ 750,976	\$ 741,624	\$ (9,352)
Misc./Facility Rental Income	5,000	2,500	3,275	750
Interest Income	12,500	6,250	13,281	7,031

Total Revenues	\$ 768,476	\$ 759,726	\$ 758,181	\$ (1,571)
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Expenditures:

General & Administrative:

Supervisor Fees	\$ 8,000	\$ 2,400	\$ 2,400	\$ -
PR-FICA	612	184	184	-
Engineering	3,000	1,500	4,305	(2,805)
Attorney	20,000	10,000	1,361	8,639
Annual Audit	3,175	-	-	-
Assessment Administration	5,911	5,911	5,911	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	5,565	2,783	2,783	-
Trustee Fees	4,100	4,100	4,041	59
Management Fees	54,866	27,433	27,433	-
Information Technology	1,696	848	848	-
Website Maintenance	1,272	636	636	-
Telephone	500	250	54	196
Postage & Delivery	1,000	500	220	280
General Liability and Public Officials Insurance	10,146	10,146	9,868	278
Printing & Binding	1,500	750	103	647
Legal Advertising	1,500	750	89	661
Other Current Charges	600	300	348	(48)
Office Supplies	300	150	3	147
Dues, Licenses & Subscriptions	175	175	175	-

Total General & Administrative	\$ 124,517	\$ 68,815	\$ 60,761	\$ 8,054
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Operations & Maintenance

Grounds Maintenance

Landscape Maintenance	\$ 161,948	\$ 80,974	\$ 80,974	\$ (0)
Lake Maintenance	14,830	7,415	5,250	2,165
Electric	3,000	1,500	1,080	420
Water	26,000	13,000	11,528	1,472
Repairs And Maintenance	22,000	11,000	12,726	(1,726)
Irrigation Repairs	4,000	2,000	2,092	(92)
Contingencies	4,451	-	-	-

Subtotal Grounds Maintenance	\$ 236,229	\$ 115,889	\$ 113,650	\$ 2,239
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Pine Ridge Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/25	Thru 03/31/25	Variance
Amenity Center				
Property Insurance	\$ 27,728	\$ 27,728	\$ 26,532	\$ 1,196
General Facility Maintenance	24,200	12,100	14,106	(2,006)
Repairs & Replacements	24,200	12,100	12,626	(526)
Recreational Passes	500	-	-	-
Office Supplies	500	250	318	(68)
Permit Fees	780	-	-	-
Contingency	1,000	-	-	-
Special Events	15,000	7,500	7,533	(33)
Security	18,646	9,323	8,418	905
Utilities				
Water & Sewer	5,400	2,700	2,179	521
Electric	25,000	12,500	10,531	1,969
Cable/Phone/Internet	5,900	2,950	3,406	(456)
Refuse Service	11,040	5,520	8,374	(2,854)
Management Contracts				
Amenity Management	71,472	35,736	35,736	(0)
Facility Assistant	14,000	881	881	-
Field Management Services	27,168	13,584	13,584	(0)
Lifeguards	20,511	677	677	-
Pool Maintenance	16,500	8,250	8,250	-
Pool Chemicals	22,333	11,167	10,256	910
Janitorial	10,080	5,040	5,040	-
Janitorial Supplies	5,000	2,500	1,184	1,316
Subtotal Amenity Center	\$ 346,957	\$ 170,505	\$ 169,632	\$ 873
Total Operations & Maintenance	\$ 583,186	\$ 286,394	\$ 283,282	\$ 3,112
Total Expenditures	\$ 707,703	\$ 355,209	\$ 344,043	\$ 11,166
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773		\$ 414,138	
<u>Other Financing Sources/(Uses):</u>				
Capital Reserve Transfer In/(Out)	\$ (83,529)	\$ (83,529)	\$ (83,529)	\$ -
Total Other Financing Sources/(Uses)	\$ (83,529)	\$ (83,529)	\$ (83,529)	\$ -
Net Change in Fund Balance	\$ (22,756)		\$ 330,609	
Fund Balance - Beginning	\$ 22,756		\$ 417,788	
Fund Balance - Ending	\$ -		\$ 748,397	

Pine Ridge Plantation

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/25	Thru 03/31/25	Variance
Revenues				
Interest	\$ 3,353	\$ 3,353	\$ 16,096	\$ 12,743
Total Revenues	\$ 3,353	\$ 3,353	\$ 16,096	\$ 12,743
Expenditures:				
Capital Outlay	\$ 50,000	\$ 25,000	\$ -	25,000
Streetlights	-	-	7,425	(7,425)
Parking Light Fixtures	-	-	1,687	(1,687)
Sports Lighting	-	-	68,865	(68,865)
Repairs and Maintenance	22,380	11,190	-	11,190
Other Service Charges	500	250	249	1
Total Expenditures	\$ 72,880	\$ 36,440	\$ 78,226	\$ 11,191
Excess (Deficiency) of Revenues over Expenditures	\$ (69,527)		\$ (62,130)	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 83,529	\$ 83,529	\$ 83,529	-
Total Other Financing Sources (Uses)	\$ 83,529	\$ 83,529	\$ 83,529	\$ -
Net Change in Fund Balance	\$ 14,002		\$ 21,399	
Fund Balance - Beginning	\$ 657,746		\$ 752,568	
Fund Balance - Ending	\$ 671,748		\$ 773,967	

Pine Ridge Plantation

Community Development District

Debt Service Fund Series 2020

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/25	Thru 03/31/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 926,572	\$ 926,572	\$ 915,062	\$ (11,510)
Interest Income	20,000	10,000	16,896	6,896
Total Revenues	\$ 946,572	\$ 936,572	\$ 931,958	\$ (4,614)
Expenditures:				
Series 2020 A1				
Interest Expense - 11/1	\$ 92,024	\$ 92,024	\$ 92,024	\$ -
Interest Expense - 5/1	92,024	-	-	-
Principal Expense - 5/1	510,000	-	-	-
Series 2020 A2				
Interest Expense - 11/1	41,256	41,256	\$ 41,256	-
Interest Expense - 5/1	41,256	-	-	-
Principal Expense - 5/1	145,000	-	-	-
Total Expenditures	\$ 921,561	\$ 133,281	\$ 133,281	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 25,010		\$ 798,677	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 25,010		\$ 798,677	
Fund Balance - Beginning	\$ 221,031		\$ 509,266	
Fund Balance - Ending	\$ 246,042		\$ 1,307,943	

Pine Ridge Plantation
Community Development District
Month to Month

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:														
Special Assessments - Tax Roll	\$ 750,976	\$ -	\$ 27,951	\$ 692,014	\$ 12,156	\$ 5,376	\$ 4,127	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	741,624
Misc./Facility Rental Income	5,000	-	1,050	-	-	825	1,400	-	-	-	-	-	-	3,275
Interest Income	12,500	1,075	1,014	1,198	4,381	2,890	2,724	-	-	-	-	-	-	13,281
Total Revenues	\$ 768,476	\$ 1,075	\$ 30,015	\$ 693,212	\$ 16,537	\$ 9,090	\$ 8,252	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 758,181
Expenditures:														
<u>General & Administrative:</u>														
Supervisor Fees	\$ 8,000	\$ -	\$ 1,000	\$ -	\$ 800	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,400
PR-FICA	612	-	77	-	61	-	46	-	-	-	-	-	-	184
Engineering	3,000	1,529	1,668	-	1,108	-	-	-	-	-	-	-	-	4,305
Attorney	20,000	358	421	-	583	-	-	-	-	-	-	-	-	1,361
Annual Audit	3,175	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,911	5,911	-	-	-	-	-	-	-	-	-	-	-	5,911
Arbitrage Rebate	600	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	5,565	464	464	464	464	464	464	-	-	-	-	-	-	2,783
Trustee Fees	4,100	4,041	-	-	-	-	-	-	-	-	-	-	-	4,041
Management Fees	54,866	4,572	4,572	4,572	4,572	4,572	4,572	-	-	-	-	-	-	27,433
Information Technology	1,696	141	141	141	141	141	141	-	-	-	-	-	-	848
Website Maintenance	1,272	106	106	106	106	106	106	-	-	-	-	-	-	636
Telephone	500	-	15	-	16	-	22	-	-	-	-	-	-	54
Postage & Delivery	1,000	76	37	32	9	60	6	-	-	-	-	-	-	220
General Liability and Public Officials Insurance	10,146	9,868	-	-	-	-	-	-	-	-	-	-	-	9,868
Printing & Binding	1,500	56	1	12	1	24	10	-	-	-	-	-	-	103
Legal Advertising	1,500	-	-	-	44	-	45	-	-	-	-	-	-	89
Other Current Charges	600	62	47	69	54	59	57	-	-	-	-	-	-	348
Office Supplies	300	0	0	0	0	1	0	-	-	-	-	-	-	3
Dues, Licenses & Subscriptions	175	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 124,517	\$ 27,359	\$ 8,550	\$ 5,397	\$ 7,959	\$ 5,427	\$ 6,070	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,761

Pine Ridge Plantation
Community Development District
Month to Month

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>														
Grounds Maintenance														
Landscape Maintenance	\$ 161,948	\$ 13,496	\$ 13,496	\$ 13,496	\$ 13,496	\$ 13,496	\$ 13,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	80,974
Lake Maintenance	14,830	875	875	875	875	875	875	-	-	-	-	-	-	5,250
Electric	3,000	179	187	188	187	188	152	-	-	-	-	-	-	1,080
Water	26,000	1,832	2,484	2,380	1,731	1,561	1,538	-	-	-	-	-	-	11,528
Repairs And Maintenance	22,000	5,695	950	1,262	-	2,596	2,223	-	-	-	-	-	-	12,726
Irrigation Repairs	4,000	-	-	1,762	330	-	-	-	-	-	-	-	-	2,092
Contingencies	4,451	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Grounds Maintenance	\$ 236,229	\$ 22,077	\$ 17,992	\$ 19,962	\$ 16,619	\$ 18,716	\$ 18,283	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	113,650
Amenity Center														
Property Insurance	\$ 27,728	\$ 26,532	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26,532
General Facility Maintenance	24,200	1,543	2,374	4,586	2,469	2,163	972	-	-	-	-	-	-	14,106
Repairs & Replacements	24,200	3,687	1,946	518	738	5,554	183	-	-	-	-	-	-	12,626
Recreational Passes	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	500	-	161	-	98	13	46	-	-	-	-	-	-	318
Permit Fees	780	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	15,000	1,880	-	2,654	-	-	3,000	-	-	-	-	-	-	7,533
Security	18,646	487	942	1,687	3,727	487	1,087	-	-	-	-	-	-	8,418
Utilities														
Water & Sewer	5,400	345	362	362	362	359	388	-	-	-	-	-	-	2,179
Electric	25,000	1,978	1,526	1,632	1,546	2,263	1,585	-	-	-	-	-	-	10,531
Cable/Phone/Internet	5,900	550	550	550	585	585	585	-	-	-	-	-	-	3,406
Refuse Service	11,040	917	917	1,919	1,375	1,472	1,774	-	-	-	-	-	-	8,374
Management Contracts														
Amenity Management	71,472	5,956	5,956	5,956	5,956	5,956	5,956	-	-	-	-	-	-	35,736
Facility Assistant	14,000	-	-	-	-	-	881	-	-	-	-	-	-	881
Field Management Services	27,168	2,264	2,264	2,264	2,264	2,264	2,264	-	-	-	-	-	-	13,584
Lifeguards	20,511	-	-	-	-	-	677	-	-	-	-	-	-	677
Pool Maintenance	16,500	1,375	1,375	1,375	1,375	1,375	1,375	-	-	-	-	-	-	8,250
Pool Chemicals	22,333	1,694	1,593	1,800	1,700	1,778	1,693	-	-	-	-	-	-	10,256
Janitorial	10,080	840	840	840	840	840	840	-	-	-	-	-	-	5,040
Janitorial Supplies	5,000	249	233	152	141	334	75	-	-	-	-	-	-	1,184
Subtotal Amenity Center	\$ 346,957	\$ 50,297	\$ 21,038	\$ 26,295	\$ 23,177	\$ 25,443	\$ 23,382	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	169,632
Total Operations & Maintenance	\$ 583,186	\$ 72,374	\$ 39,030	\$ 46,257	\$ 39,796	\$ 44,159	\$ 41,665	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	283,282
Total Expenditures	\$ 707,703	\$ 99,733	\$ 47,580	\$ 51,653	\$ 47,755	\$ 49,586	\$ 47,735	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	344,043
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773	\$ (98,658)	\$ (17,565)	\$ 641,559	\$ (31,218)	\$ (40,496)	\$ (39,483)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	414,138
Other Financing Sources/Uses:														
Transfer In/(Out)	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(83,529)
Total Other Financing Sources/Uses	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(83,529)
Net Change in Fund Balance	\$ (22,756)	\$ (98,658)	\$ (17,565)	\$ 641,559	\$ (31,218)	\$ (40,496)	\$ (123,012)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	330,609

Pine Ridge Plantation

Community Development District

Long Term Debt Report

Series 2020A1 Capital Improvement Revenue Refunding Bond

Interest Rate:	2.00% - 3.00%
Maturity Date:	5/1/2037
Reserve Fund Definition	25% of Max Annual Debt Service *
Reserve Fund Requirement	\$173,100
Reserve Fund Balance	173,593
Bonds outstanding - 9/30/20	\$9,545,000
Less: May 1, 2021 (Mandatory)	(\$455,000)
Less: May 1, 2022 (Mandatory)	(\$470,000)
Less: May 1, 2022 (Prepayment)	(\$10,000)
Less: May 1, 2023 (Mandatory)	(\$480,000)
Less: May 1, 2023 (Prepayment)	(\$10,000)
Less: May 1, 2024 (Mandatory)	(\$500,000)

Current Bonds Outstanding	\$7,620,000
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*Assured Guaranty Municipal Corp Surety Bond \$173,592.51

Series 2020A2 Capital Improvement Revenue Refunding Bond

Interest Rate:	2.75% - 3.75%
Maturity Date:	5/1/2037
Reserve Fund Definition	50% of Max Annual Debt Service
Reserve Fund Requirement	\$113,875
Reserve Fund Balance	113,875
Bonds outstanding - 9/30/20	\$2,890,000
Less: May 1, 2021 (Mandatory)	(\$130,000)
Less: May 1, 2022 (Mandatory)	(\$135,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
Less: May 1, 2023 (Mandatory)	(\$140,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: May 1, 2024 (Mandatory)	(\$140,000)

Current Bonds Outstanding	\$2,335,000
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Total Bonds Outstanding	\$9,955,000
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C.

Pine Ridge Plantation
Community Development District
FISCAL YEAR 2025 SUMMARY OF ASSESSMENTS

ASSESSED	#UNITS ASSESSED	SERIES 2020A DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	737	926,571.52	750,952.74	1,677,524.26
TOTAL ASSESSED NET	737	926,571.52	750,952.74	1,677,524.26

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	13,956.18	918,862.90	744,705.18	1,663,568.08
TOTAL RECEIPTS	13,956.18	918,862.90	744,705.18	1,663,568.08

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2006 DEBT RECEIVED	O&M RECEIPTS	TOTAL
1	11/7/2024	1,539.02	1,247.32	2,786.34
2	11/13/2024	8,710.59	7,059.61	15,770.20
3	11/26/2024	24,238.08	19,644.08	43,882.16
4	12/6/2024	837,608.15	678,851.15	1,516,459.30
5	12/19/2024	16,241.58	13,163.21	29,404.79
6	1/27/2025	14,998.80	12,155.99	27,154.79
7	2/6/2025	6,632.65	5,375.53	12,008.18
8	3/7/2025	5,092.66	4,127.42	9,220.08
9	4/7/2025	3,801.37	3,080.87	6,882.24
		-	-	-
		-	-	-
TOTAL FY24 TAX ROLL RECEIPTS		918,862.90	744,705.18	1,663,568.08

%TAX ROLL COLLECTED	99.17%	99.17%	99.17%
TOTAL COLLECTED	99.17%	99.17%	99.17%

D.

Pine Ridge Plantation
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025
Check Register

Date		check #'s	Amount
General Fund			
02/1/2025 - 02/28/2025		3528-3540	\$ 42,830.35
03/01/2025 - 03/31/2025		3541-3552	\$ 37,720.82
			\$ 80,551.17
Capital Reserve			
02/25/25		78	\$ 28,365.00
			\$ 28,365.00
Utilities and Autopayments			
02/18/25	Waste Management		\$ 1,471.73
02/19/25	SafeTouch		87.10
02/25/25	Comcast		585.23
			\$ 2,144.06
03/18/25	SafeTouch		\$ 87.10
03/24/25	IRS FICA Payment		91.80
03/19/25	Waste Management		1,774.11
03/25/25	Comcast		585.23
			\$ 2,538.24
TOTAL			\$113,598.47

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
2/05/25	00183	1/27/25 9226727	202501 320-53800-46300 MAINLINE REPAIR	BRIGHTVIEW LANDSCAPE SERVICES, INC	*	330.00	330.00 003528
2/05/25	00039	1/20/25 34003	202501 330-57200-46000 JAN PREVENTATIVE MAINT	FITNESS PRO	*	205.00	205.00 003529
2/05/25	00003	12/31/24 266	202411 330-57200-46100 AMENITY REPAIRS & RPLMTS	GOVERNMENTAL MANAGEMENT SERVICES	*	392.52	392.52 003530
2/05/25	00076	2/01/25 247394B	202502 320-53800-46400 FEB LAKE MAINTENANCE	THE LAKE DOCTORS INC	*	875.00	875.00 003531
2/11/25	00183	2/01/25 9221115	202502 320-53800-46200 FEB LANDSCAPE MAINTENANCE	BRIGHTVIEW LANDSCAPE SERVICES, INC	*	13,495.67	13,495.67 003532
2/11/25	00003	2/01/25 267	202502 310-51300-34000 FEB MANAGEMENT FEES		*	4,572.17	
		2/01/25 267	202502 310-51300-49100 FEB WEBSITE ADMIN		*	106.00	
		2/01/25 267	202502 310-51300-35100 FEB INFORMATION TECH		*	141.33	
		2/01/25 267	202502 310-51300-31300 FEB DISSEMINATION SVCS		*	463.75	
		2/01/25 267	202502 310-51300-51000 OFFICE SUPPLIES		*	.60	
		2/01/25 267	202502 310-51300-42000 POSTAGE		*	60.27	
		2/01/25 267	202502 310-51300-42500 COPIES		*	24.00	
			GOVERNMENTAL MANAGEMENT SERVICES			5,368.12	003533
2/11/25	00204	2/07/25 192675	202501 310-51300-31100 JAN ENGINEERING SERVICES	MATTHEWS DESIGN GROUP LLC	*	1,107.63	1,107.63 003534
2/11/25	00054	2/01/25 13129562	202502 330-57200-46500 FEB POOL CHEMICALS	POOLSURE	*	1,669.21	1,669.21 003535
2/11/25	00073	2/01/25 553	202502 330-57200-46200 FEB JANITORIAL SERVICES		*	840.00	

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		2/01/25 553	202502 330-57200-46400		*	1,375.00	
			FEB POOL MAINTENANCE SVCS				
		2/01/25 553	202502 330-57200-34000		*	2,264.00	
			FEB FIELD MGMT/ADMIN				
		2/01/25 553	202502 330-57200-34100		*	5,956.00	
			FEB FACILITY MANAGEMENT				
		2/01/25 553	202502 330-57200-46500		*	70.95	
			POOL CHEMICALS-DE POWDER				
		2/01/25 553	202502 330-57200-46500		*	12.21	
			POOL CHEMS-PHOSPHATE RMVR				
		2/01/25 553	202502 330-57200-46500		*	25.58	
			POOL CHEMICALS-LIQ BLEACH				
				RIVERSIDE MANAGEMENT SERVICES INC			10,543.74 003536
2/18/25 00183		2/13/25 9249129	202502 320-53800-46000		*	796.09	
			JASMINE/NEW MULCH				
		2/13/25 9249129	202502 330-57200-46100		*	1,408.28	
			JASMINE/NEW MULCH				
				BRIGHTVIEW LANDSCAPE SERVICES, INC			2,204.37 003537
2/25/25 00039		2/19/25 34268	202502 330-57200-46100		*	920.96	
			FITNESS REPAIRS				
				FITNESS PRO			920.96 003538
2/25/25 00073		2/18/25 554	202501 330-57200-46000		*	2,143.20	
			GEN FACILITY MAINTENANCE				
		2/18/25 554	202501 330-57200-46201		*	141.40	
			JANITORIAL SUPPLIES				
		2/18/25 554	202501 330-57200-46100		*	738.36	
			AMENITY REPAIRS & RPLMTS				
		2/18/25 554	202501 330-57200-51000		*	97.67	
			OFFICE SUPPLIES				
				RIVERSIDE MANAGEMENT SERVICES INC			3,120.63 003539
2/25/25 00195		2/25/25 4251	202502 330-57200-46100		*	2,597.50	
			WATER SLIDE REP/RESTOR				
				DALE COOPER			2,597.50 003540
3/05/25 00183		2/24/25 9257518	202502 320-53800-46000		*	419.13	
			REFRESH ROCK-POOL AREA				
				BRIGHTVIEW LANDSCAPE SERVICES, INC			419.13 003541
3/05/25 00054		3/01/25 13129562	202503 330-57200-46500		*	1,669.21	
			MAR POOL CHEMICALS				
				POOLSURE			1,669.21 003542
				PRP --PINERIDGE-- TLEE			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/05/25	00131	2/25/25 IV004452	202502 330-57200-46000		*	781.67	
			3YR PRESSURE TEST INSPECT				
				PYE-BARKER FIRE & SAFETY INC			781.67 003543
3/05/25	00076	3/01/25 254611B	202503 320-53800-46400		*	875.00	
			MAR LAKE MAINTENANCE				
				THE LAKE DOCTORS INC			875.00 003544
3/12/25	00183	3/01/25 9260477	202503 320-53800-46200		*	13,495.67	
			MAR LANDSCAPE MAINTENANCE				
				BRIGHTVIEW LANDSCAPE SERVICES, INC			13,495.67 003545
3/12/25	00003	3/01/25 268	202503 310-51300-34000		*	4,572.17	
			MAR MANAGEMENT FEES				
		3/01/25 268	202503 310-51300-49100		*	106.00	
			MAR WEBSITE ADMIN				
		3/01/25 268	202503 310-51300-35100		*	141.33	
			MAR INFORMATION TECH				
		3/01/25 268	202503 310-51300-31300		*	463.75	
			MAR DISSEMINATION SVCS				
		3/01/25 268	202503 310-51300-51000		*	.27	
			OFFICE SUPPLIES				
		3/01/25 268	202503 310-51300-42000		*	6.21	
			POSTAGE				
		3/01/25 268	202503 310-51300-42500		*	9.90	
			COPIES				
		3/01/25 268	202503 310-51300-41000		*	22.26	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			5,321.89 003546
3/12/25	00093	3/07/25 20252948	202503 330-57200-60100		*	3,000.00	
			EASTER EVT-PONY/PET ZOO				
				LOUISE F BOYCE			3,000.00 003547
3/12/25	00185	3/05/25 3535609	202501 310-51300-31500		*	582.50	
			JAN GENERAL COUNSEL				
				KUTAK ROCK LLP			582.50 003548
3/12/25	00131	2/27/25 IV004479	202503 330-57200-46000		*	972.00	
			ANNUAL MONITORING				
				PYE-BARKER FIRE & SAFETY INC			972.00 003549
3/12/25	00073	3/01/25 555	202503 330-57200-46200		*	840.00	
			MAR JANITORIAL SERVICES				
		3/01/25 555	202503 330-57200-46400		*	1,375.00	
			MAR POOL MAINTENANCE SVCS				

PRP --PINERIDGE-- TLEE

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		3/01/25 555	202503 330-57200-34000		*	2,264.00	
			MAR FIELD MGMT/ADMIN				
		3/01/25 555	202503 330-57200-34100		*	5,956.00	
			MAR FACILITY MANAGEMENT				
		3/01/25 555	202503 330-57200-46500		*	17.49	
			POOL CHEMS-TRICLOR				
		3/01/25 555	202503 330-57200-46500		*	6.11	
			POOL CHEMS-PHOSPHATE RMVR				
				RIVERSIDE MANAGEMENT SERVICES INC			10,458.60 003550
3/19/25 00069		3/06/25 2025-295	202503 310-51300-48000		*	45.15	
			NOTICE OF MEETING-3/18/25				
				OSTEEN MEDIA GROUP - CLAY TODAY			45.15 003551
3/20/25 00210		3/19/25 03192025	202503 300-36900-10100		*	100.00	
			RENTAL REFUND				
				JOSE TORRES			100.00 003552
				TOTAL FOR BANK A		80,551.17	
				TOTAL FOR REGISTER		80,551.17	

INVOICE

BrightView

Landscape Services

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 9226727
Invoice Date: 1/27/2025
Sales Order: 8589633
Cust PO #:

Project Name: Pine Ridge - Proposal to repair irrigation mainline
Project Description: Located at the common area adjacent to amenity center

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD 2.5" Mainline repair	1.000	EA	330.00	330.00
<i>Grounds Repair & Maintenance</i> <i>1.320.53800.46000</i> <i>1/28/25</i>					
Total Invoice Amount					330.00
Taxable Amount					
Tax Amount					
Balance Due					330.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9226727
Invoice Date: 1/27/2025

Amount Due: \$ 330.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374 0655

INVOICE

Allways Improving LLC dba
Fitness Pro
1400 Village Square Blvd #3-293
Tallahassee, FL 32312

tracy@wearefitnesspro.com
+1 (850) 523-8882
www.wearefitnesspro.com




1400 Village Square #3-293
Tallahassee, FL 32312
850-523-8882

Bill to
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

Ship to
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

Invoice details

Invoice no.: 34003
Terms: Net 15
Invoice date: 01/20/2025
Due date: 02/04/2025

General Facility Maintenance
1.330.57200.46000
C  1/28/25

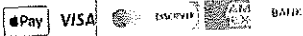
#	Product or service	SKU	Description	Qty	Rate	Amount
1.			SERVICE REQUEST 42055 - JANUARY PREVENTATIVE MAINTENANCE			
2.	PM		Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - Pine Ridge	1	\$205.00	\$205.00
			SERVICES PERFORMED 1. Tech checked/updated all equipment in BF. 2. Lubed and dusted all guide rods, weight stacks, and adjustment knobs. 3. Inspected 5x Strength Units and 2x Benches Inspected all pulleys, cables, attachments, connections, pads, adjustments, and weight stacks. SEE BELOW 4. Inspected 2x CrossTrainers and 1x Recumbent Bike. Checked all pedals, sensors, cup holders, fans, handles, adjustments, buttons and general function. SEE BELOW 5. Inspected 3x treadmills. Checked belt and deck tightness and wear, checked strength and function of motor, checked Incline functions, HR sensors, controls, general function. Dusted for debris around belt and under hoods around motor and electrical components. SEE BELOW ISSUES FOUND			

1. Paramount Pull-down/Row FS-53 sn: FS530809007 plastic rollers that protect cable are worn completely through. Should replace 4x plastic rollers (2x 12" and 2x 8"). SEE PREVIOUS PM
2. Spirit Treadmill XT685 sn: 6858152104013342 missing 3 HR plates for handrails. Should replace 3x metal HR plates for handrail SEE PREVIOUS PM
3. Spirit Treadmill XT685 sn: 6858152104013342 belt has large tear should replace belt and deck (Looks as if something sharp was between the belt and deck/roller while moving and cut it from underneath upwards gouging the deck as well.)
4. ALL OTHER UNITS TEST CORRECT

Total

\$205.00

Ways to pay



View and pay

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice**Invoice #:** 266**Invoice Date:** 12/31/24**Due Date:** 12/31/24**Case:****P.O. Number:****Bill To:**

Pine Ridge Plantation CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Amazon (Repair & Replacement)- Statement Date Closing 11/20/24		392.52	392.52
Per Jay code to: Amenity Repairs & Replacemets 1.330.572.46100 1.24.25			
RECEIVED <i>By Tara Lee at 2:01 pm, Jan 24, 2025</i>			
Total			\$392.52
Payments/Credits			\$0.00
Balance Due			\$392.52

Pine Ridge

Final Details for Order #111-0973568-5816221
[Print this page for your records.](#)

Order Placed: October 27, 2024
Amazon.com order number: 111-0973568-5816221
Order Total: \$395.52

Shipped on October 28, 2024

Items Ordered	Price
8 of: <i>Twin 180 Degree Horizontal Tenon Adapter, 2 Adapter Tenons Inline for LED Shoebox Parking Lot Light, Outdoor Post Light Accessories Bronze&Heavy Duty Steel Horizontal Tenon Adapter</i>	\$45.99
Sold by: LFD Lighting (seller profile)	
Supplied by: Other	
Condition: New	

Shipping Address:
Jay Soriano
3535 SPINDLESTONE CT
MIDDLEBURG, FL 32068-8414
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method: American Express ending in 3053	Item(s) Subtotal:	\$367.92
	Shipping & Handling:	\$0.00

	Total before tax:	\$367.92
	Estimated tax to be collected:	\$27.60

	Grand Total:	\$395.52
Credit Card transactions	AmericanExpress ending in 3053: October 28, 2024:	\$395.52

To view the status of your order, return to Order Summary.

Conditions of Use | Privacy Notice © 1996-2025, Amazon.com, Inc. or its affiliates

[Back to top](#)




English

United States

Help

MAKE CHECK PAYABLE TO:

 The Lake Doctors, Inc.
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA



CARD NUMBER

EXP. DATE

CARD NAME

CARD NUMBER

ADDRESSEE

☐ Please check if address below corresponds to Cardholder's Address

Pine Ridge Plantation CDD - Governmental
Management Services
475 West Town Pl
SUITE 114
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
719342	2/1/2025	\$875.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

00000000075406001000000024739400000008750028

Please Return this invoice with your payment and
notify us of any changes to your contact information.

Pine Ridge Plantation CDD - Govern 4200 Pine Ridge Pkwy Middleburg, FL 32068

Invoice Due Date 2/11/2025

Invoice

247394B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
2/1/2025	Water Management - Monthly		\$875.00	\$0.00	\$875.00

Please remit payment for this month's invoice.

Lake maintenance
1.320.53800 46400
C 2/3/25

RECEIVED

By Tara Lee at 1:08 pm, Feb 03, 2025

Please provide remittance information when submitting payments,
otherwise payments will be applied to the oldest outstanding invoices.

Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$875.00

This Invoice Total:

\$875.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 719342
Portal Registration #: 26CE8D2B
Customer E-mail(s): prmgr@riversidemgtsvc.com
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

INVOICE

BrightView

Landscape Services

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 9221115
Invoice Date: 2/1/2025
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For February <i>Landscape maintenance 1.320.53806.46200 1/28/25</i>	13,495.67
Total invoice amount		13,495.67
Tax amount		
Balance due		13,495.67

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

Please detach stub and remit with your payment

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 24488830
Invoice #: 9221115
Invoice Date: 2/1/2025

Amount Due: \$13,495.67

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice**Invoice #:** 267**Invoice Date:** 2/1/25**Due Date:** 2/1/25**Case:****P.O. Number:****Bill To:**

Pine Ridge Plantation CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - February 2025		4,572.17	4,572.17
Website Administration - February 2025		106.00	106.00
Information Technology - February 2025		141.33	141.33
Dissemination Agent Services -February 2025		463.75	463.75
Office Supplies		0.60	0.60
Postage		60.27	60.27
Copies		24.00	24.00

Total \$5,368.12**Payments/Credits** \$0.00**Balance Due** \$5,368.12**RECEIVED***By Tara Lee at 12:07 pm, Feb 06, 2025*

Project Manager Alex Acree

Matthews | **DCCM**

Engineering - Architecture - Planning - Surveying

Governmental Management Services

Marilee Giles

475 West Town Place

St. Augustine, FL 32092

February 07, 2025

Invoice #

192675

Project 0000021859.0000 Pine Ridge Plantation CDD

This invoice includes charges for tasks performed for your project, including:

- Coordination with CDD
- Pine Lake Drive Erosion Review

Please call Alex Acree if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

Professional Services through January 31, 2025

Phase 0001 Engineering Services

	Hours	Rate	Amount	
Sr. Construction Inspector	4.75	210.00	997.50	
Project Administrator	.25	120.00	30.00	
Total Labor				1,027.50

Phase 0999 Reimbursable Expenses

Reimbursable Expenses

Mileage/Parking/Tolls	80.13	
Total Reimbursables	80.13	80.13

Total Due: 1,107.63

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	1,027.50	4,482.50	5,510.00
Expense	80.13	63.18	143.31
Unit	0.00	9.38	9.38
Totals	1,107.63	4,555.06	5,662.69



Invoice

Date
Invoice#

2/1/2025
131295626933

1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	2/21/2025
PO #	

Bill To
GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092

Ship To
GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,610.16
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	\$10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$49.05

Subtotal \$1,669.21

Tax \$0.00

Total \$1,669.21

Amount Paid/Credit Applied \$0.00

Balance Due \$1,669.21

Pool Chemicals
1.330.57200 465000
1/24/25



131295626933

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 553
Invoice Date: 2/1/2025
Due Date: 2/1/2025
Case:
P.O. Number:

Bill To:

Pine Ridge Plantation
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
1.330.57200.46200- Janitorial Services -February 2025		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - February 2025		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - February 2025		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - February 2025		5,956.00	5,956.00
Pool Chemicals - DE Powder		70.95	70.95
Pool Chemicals - Phosphate Remover		12.21	12.21
Pool Chemicals - Liquid Bleach		25.58	25.58
<i>Alison Moring</i> <i>2-6-25</i>			

Total \$10,543.74

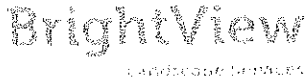
Payments/Credits \$0.00

Balance Due \$10,543.74

RECEIVED

By Tara Lee at 2:59 pm, Feb 06, 2025


INVOICE



Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 9249129
Invoice Date: 2/13/2025
Sales Order: 8564110
Cust PO #:

Project Name: Pine Ridge - Jasmine bed in front of playground enhancement
Project Description: Jasmine bed in front of playground enhancement

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD				
	Labor to remove existing mulch. Grade area out. Deep edge an	1.000	LS	547.20	547.20
	Purple Crinum Lily 7 gal - Installed	3.000	EA	93.96	281.88
	Variegated Asiatic Jasmine 1 gal - Installed	80.000	EA	9.94	795.59
	Carissa Holly 3 gal - Installed	9.000	EA	16.13	145.17
	Pine Bark Mulch - Installed	14.000	BG	13.26	185.64
	Irrigation - Provide proper coverage to all newly installed	1.000	LS	248.89	248.89
	Grounds Repair: maintenance			\$ 796.09	
	1.320.53800.46000				
	Amenity Repairs & Replacements-			\$ 1,408.28	
	1.330.57200.46100				
	 2/17/25				
				Total Invoice Amount	2,204.37
				Taxable Amount	
				Tax Amount	
				Balance Due	2,204.37

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9249129
Invoice Date: 2/13/2025

Amount Due: \$ 2,204.37

Thank you for allowing us to serve you

Please reference the invoice # on your check and make payable to

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

INVOICE

Allways Improving LLC dba
Fitness Pro
1400 Village Square Blvd #3-293
Tallahassee, FL 32312

tracy@wearefitnesspro.com
t (850) 523-8882
www.wearefitnesspro.com



1400 Village Square #3-293
Tallahassee, FL 32312
850-523-8882

Bill to
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

Ship to
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

Invoice details

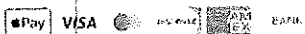
Invoice no.: 34268
Terms: Net 15
Invoice date: 02/19/2025
Due date: 03/06/2025

Amenity Repairs & Replacements
1.330.57200.46100

2/24/25

#	Product or service	SKU	Description	Qty	Rate	Amount
1.			SERVICE REQUEST 42331 - REPAIR IDENTIFIED DURING JANUARY PM			
2.	1. Return Labor		Estimated Labor - Tech replaced walk belt and deck. UNIT TESTS CORRECT	1	\$90.00	\$90.00
3.	2b. Shipping/ Handling		Shipping and Handling Estimate: Belt/Deck Oversized/Heavy, Multiple Boxes	1	\$105.00	\$105.00
4.	2a. Parts		Parts for Repair: Run Belt (Item 3)	1	\$400.00	\$400.00
5.	2a. Parts		Parts for Repair: Run Deck (Item 3)	1	\$300.00	\$300.00
6.			Service Request Details/Notes: 2. Spirit Treadmill XT685 sn:6858152104013342 missing 3 HR plates for handrails. Should replace 3x metal HR plates for handrail SEE PREVIOUS PM 3. Spirit Treadmill XT685 sn:6858152104013342 belt has large tear should replace belt and deck (Looks as if something sharp was between the belt and deck/roller while moving and cut it from underneath upwards gouging the deck as well.)			
7.	Processing Fee		Processing Fee	895	\$0.029	\$25.96

Ways to pay



View and pay

Total

\$920.96

RECEIVED

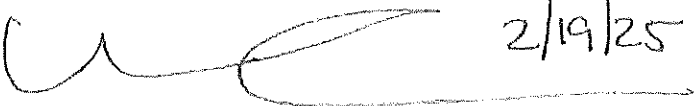
By Tara Lee at 2:12 pm, Feb 24, 2025

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 554
Invoice Date: 2/18/2025
Due Date: 2/18/2025
Case:
P.O. Number:

Bill To:
Pine Ridge Plantation
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance January 1 - January 31, 2025		2,143.20	2,143.20
Maintenance Supplies		977.43	977.43
• General Facility maintenance. \$2,143.20 1.330.57200.46000			
• Janitorial Supplies - \$141.40 1.330.57200.46201			
• Amenity Repairs & Replacements - \$738.36 1.330.57200.46100			
• Office Supplies - \$97.67 1.330.57200.51000			
 2/19/25			
Total			\$3,120.63
Payments/Credits			\$0.00
Balance Due			\$3,120.63

Alison Morning
2-21-25

RECEIVED

By Tara Lee at 11:40 am, Feb 24, 2025

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/25	6.9	J.W.	Took down Christmas décor, changed two door locks due to handle sagging, tightened dog pot station bolts, packed away Christmas décor, picked up debris by dumpster
1/2/25	3.12	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
1/6/25	3.48	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
1/8/25	3.15	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
1/9/25	7.4	J.W.	Cleaned two storage containers, touch up walls in gathering room of clubhouse, painted bike rack, blew leaves and debris off sidewalks and breezeway, touch up paint on patio furniture, paint over graffiti on playground
1/16/25	3	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
1/15/25	3	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
1/20/25	3.15	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
1/21/25	1.5	R.A.	Set up for CDD meeting, checked the clubhouse door lock, inspected community
1/21/25	1.55	R.S.	Set up for CDD meeting, looked at door lock at amenity center, removed debris at amenity
1/23/25	3.18	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
1/27/25	3.02	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
1/29/25	3.13	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
1/28/25	8	A.A.	Installed shower head at pool, secured screens at basketball court and tennis court, raked mulch under swings and bench in playground, blew leaves and debris off pool deck and organized furniture, removed debris from tennis courts, basketball courts and playground area, cleaned all debris and trash in and around dumpster, installed tile in men's shower, picked up leaves from first tennis court

TOTAL 53.58

MILES 0

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 2/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	1/6/25	Gym Wipes 4pk (2)	208.04	M.C.
	1/7/25	Epson Color Ink	97.67	M.C.
	1/9/25	Rustoleum Textured Spray Paint (5)	60.26	M.C.
	1/13/25	Toilet Paper 32ct (2)	71.31	M.C.
	1/13/25	Paper Towels 12 Rolls	44.84	M.C.
	1/13/25	Aurwich Refills 9ct	18.96	M.C.
	1/27/25	24' Telescopic Pole	62.07	M.C.
	1/27/25	Delta Shower Head	21.83	M.C.
	1/27/25	Multi Textured Spray Paint (3)	36.16	M.C.
	1/28/25	Black Nitrile Gloves 80pk	25.28	M.C.
	1/28/25	Tile Adhesive	14.92	M.C.
	1/28/25	Husky Shovel	34.48	M.C.
	1/28/25	Dewalt Lithium Batteries 2pk	228.85	M.C.
	2/4/25	9x12 Plastic Drop Cloth	3.43	M.C.
	2/4/25	Spray Grip (Topper for Spray Paint Cans)	13.20	M.C.
	2/4/25	Textured Spray Paint (3)	36.16	M.C.
		TOTAL	<u>\$977.43</u>	

Safe Slide Restoration

"Restoring confidence in your slide." ®

DALE COOPER LLC

PO Box 102

Farmington, MO 63640 USA

+18558676274

accountsreceivable@safeslides.com

<https://www.safeslides.com>

INVOICE

BILL TO

Pine Ridge Plantation
Community Center
4200 Pine Ridge Pkwy
Middleburg, FL 32068

INVOICE # 4251

DATE 02/25/2025

TERMS 30 days net

STATE

FL

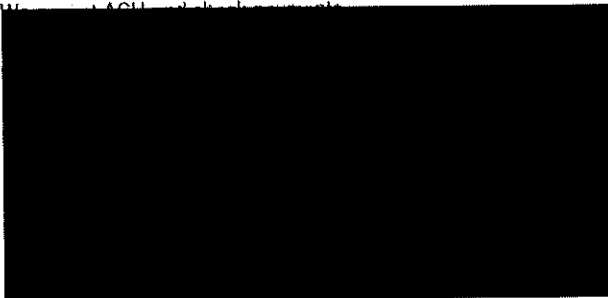
ACTIVITY	QTY	RATE	AMOUNT
Water slide repair/restoration	0.50	5,195.00	2,597.50

Thank you for your business and we look forward to working with you in the future.

BALANCE DUE

\$2,597.50

Payment ACH and check payments



Amenity Repairs & Replacements

1.330.57200 46100

 2/24/25

Please make checks out to: Dale Cooper LLC
Remit payment to:
PO Box 102 Farmington, MO 63640

INVOICE

BrightView

Landscape Services

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 9257518
Invoice Date: 2/24/2025
Sales Order: 8585510
Cust PO #:

Project Name: Pine Ridge Refresh rock inside the Pool
Project Description: Refresh rock inside the Pool

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Refresh the Palm Tree rings with Brown River Rock inside the	15.000	BG	27.94	419.13
<p>Gravels Repair & Maintenance 1.320.53800.46000 2/26/25</p>					
RECEIVED By Tara Lee at 3:38 pm, Feb 26, 2025					
Total Invoice Amount					419.13
Taxable Amount					
Tax Amount					
Balance Due					419.13

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9257518
Invoice Date: 2/24/2025

Amount Due: \$ 419.13

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



Invoice

Date
Invoice#

3/1/2025
131295627345

1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	3/21/2025
PO #	

Bill To

GMS, LLC - Pine Ridge Plantation
475 W. Town Place, Suite 114
St. Augustine FL 32092

Ship To

GMS, LLC - Pine Ridge Plantation
4200 Pine Ridge Pkwy.
Middleburg FL 32068

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,610.16
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	\$10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$49.05

Subtotal \$1,669.21

Tax \$0.00

Total \$1,669.21

Amount Paid/Credit Applied \$0.00

Balance Due \$1,669.21

RECEIVED

By Tara Lee at 2:05 pm, Feb 18, 2025



131295627345



INVOICE

Pye Barker Fire & Safety
8475 Western Way Ste 110
Jacksonville, FL 32256
9046347100
pyebarkerfire.com


Customer PO:	Order No:	Invoice No:	Due Date:
	ST00423816	IV00445294	03/27/2025
Invoice Date:	Terms:	Invoice Total:	Amount Due:
02/25/2025	Net 30	781.67	781.67

License: Jacksonville: FED22-000076 / FED20-000005 / EF00001197 - Tampa: FPI18-000123 12259 W. Hillsborough Ave. Unit 101, Tampa, FL 33635

BILL TO:
46192 - Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068

WORKSITE:
46192 - Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068

Authorized By:	Job Number:	Service Location:	Bill To ID:	Worksite ID:	Technician:
Maria Or Mandy	SER0000012967	Jacksonville, FL	46192	46192	Justin Bartlett

Item	Description	Qty	Unit Price	Total	Tax
DPC	Dispatch And Compliance	1	105.00	105.00	0.00
INSP3Y	3 Year Pressure Test Inspection	1	650.00	650.00	0.00
SMAT	Sprinkler Materials	1	26.67	26.67	0.00
Work Notes: Approved Quote: Pye Barker to perform (1) 3-Year Full Flow Trip Test of The Dry Sprinkler System and install (1) FDC Sign.  Save time and stamps by going paperless. View, print, and pay your invoices online at https://customer.pyebarkerfire.com/					

Remit To Address:
Pye-Barker Fire & Safety, LLC
PO BOX 735358
Dallas, TX 75373-5358

PAY NOW.

Use the token below to create your account

Z0Lsyl1S/Mw=

<https://customer.pyebarkerfire.com>

Subtotal	781.67
Tax	0.00
Freight	0.00
Total	781.67

General Facility maintenance


1.330.57200.46000

 2/26/25

RECEIVED

By Tara Lee at 3:38 pm Feb 26 2025

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
 475 West Town Pl
 Post Office Box 20122
 Tampa, FL 33622-0122
 (904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA



ACCOUNT NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

☐ Please check if address on card is incorrect and indicate change on reverse side

Pine Ridge Plantation CDD - Governmental
 Management Services
 475 West Town Pl
 SUITE 114
 St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
719342	3/2/2025	\$875.00

The Lake Doctors
 Post Office Box 20122
 Tampa, FL 33622-0122

00000000075406001000000025461100000008750023


Please Return this invoice with your payment and
 notify us of any changes to your contact information.

Pine Ridge Plantation CDD - Govern 4200 Pine Ridge Pkwy Middleburg, FL 32068

Invoice Due Date 3/11/2025

Invoice 254611B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
3/1/2025	Water Management - Monthly		\$875.00	\$0.00	\$875.00
<p>Please remit payment for this month's invoice.</p> <p style="text-align: center;">Lake maintenance 1.320.53800.46400  3/3/25</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>RECEIVED By Tara Lee at 2:00 pm, Mar 03, 2025</p> </div>					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
					AMOUNT DUE

Total Account Balance including this invoice:

\$875.00

This Invoice Total:

\$875.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 719342
Portal Registration #: - 26CE8D2B
Customer E-mail(s): prmgr@riversidemgtsvc.com
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
 4651 Salisbury Rd, Suite 155
 Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

INVOICE

BrightView

Landscape Services

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 9260477
Invoice Date: 3/1/2025
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For March <i>Landscape Maintenance</i> <i>1.320.53800.46200</i> <i>2/26/25</i> RECEIVED <i>By Tara Lee at 3:39 pm, Feb 26, 2025</i>	13,495.67
Total invoice amount		13,495.67
Tax amount		
Balance due		13,495.67

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

Please detach stub and remit with your payment

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 24488830
Invoice #: 9260477
Invoice Date: 3/1/2025

Amount Due: \$13,495.67

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice**Invoice #:** 268**Invoice Date:** 3/1/25**Due Date:** 3/1/25**Case:****P.O. Number:****Bill To:**

Pine Ridge Plantation CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - March 2025		4,572.17	4,572.17
Website Administration - March 2025		106.00	106.00
Information Technology - March 2025		141.33	141.33
Dissemination Agent Services -March 2025		463.75	463.75
Office Supplies		0.27	0.27
Postage		6.21	6.21
Copies		9.90	9.90
Telephone		22.26	22.26

Total \$5,321.89**Payments/Credits** \$0.00**Balance Due** \$5,321.89**RECEIVED***By Tara Lee at 1:33 pm, Mar 05, 2025*



Jacksonville Carriage Co LLC

12558 Old Kings Rd
Jacksonville, FL 32219
(904) 766-3933
www.JaxCarriage.Com

Invoice

Number: 20252948

Date: 3/7/2025

Bill To:

Maria Cranford
Pine Ridge Plantation Amently Manager
Riverside Management Services, Inc.
(904) 572-8107 c
(904) 291-8878 w

Event Location:

Pine Ridge Plantation
4200 Pine Ridge Parkway
Middleburg, FL, 32068

Customer Email	Terms	Sales Rep
prmgr@riversidemngtsvc.com		Bieni Boyce

Date	Service ID	Description	Quantity	Price	Amount
4/12/2025	Pony	Pony Carousel			
	Zoo	Petting Farm			
	Time	3:00pm - 6:00pm			
	Deposit	Please remit a Non-Refundable deposit to reserve us. Bad weather rescheduling must be done by 04/11/2025 or balance is due.		\$1,500.00	\$1,500.00
	Balance	Balance due on arrival.		\$1,500.00	\$1,500.00

Please review this invoice to ensure it accurately reflects our agreement.
Add 4% for payments by credit card.

Thank You for your business!
Bieni@JaxCarriage.Com

RECEIVED

By Tara Lee at 2:08 pm, Mar 07, 2025

Special Events

1.330.57200.60100

3/7/25

Total

\$3,000.00

WARNING

Under Florida law, an equine activity sponsor or equine professional is not liable for an injury to, or the death of, a participant in equine activities resulting from the inherent risks of equine activities.

KUTAK ROCK LLP
TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Federal ID 47-0597598

March 5, 2025



Jim Oliver
Pine Ridge CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3535609
16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

01/12/25	L. Whelan	0.50	192.50	Monitor legislative process relating to matters impacting special districts
01/15/25	W. Haber	0.30	78.00	Review and revise minutes
01/21/25	W. Haber	1.20	312.00	Prepare for and participate in Board meeting

TOTAL HOURS 2.00

TOTAL FOR SERVICES RENDERED \$582.50

TOTAL CURRENT AMOUNT DUE \$582.50

RECEIVED
By Tara Lee at 9:23 am, Mar 06, 2025



INVOICE

Pye Barker Fire & Safety
8475 Western Way Ste 110
Jacksonville, FL 32256
9046347100
pyebarkerfire.com

Customer PO:	Order No:	Invoice No:	Due Date:
		IV00447914	03/29/2025
Invoice Date:	Terms:	Invoice Total:	Amount Due:
02/27/2025	Net 30	972.00	972.00

License: Jacksonville: FED22-000076 / FED20-000005 / EF00001197 - Tampa: FPI18-000123 12259 W. Hillsborough Ave. Unit 101, Tampa, FL 33635


BILL TO:

46192 - Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068

WORKSITE:

46192 - Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068

Authorized By:	Job Number:	Service Location:	Bill To ID:	Worksite ID:	Technician:
	CON0000037163	Jacksonville, FL	46192	46192	

Item	Description	Qty	Unit Price	Total	Tax
CB	Annual billing for fire alarm monitoring from 12/01/24 to 11/30/25	1	972.00	972.00	0.00
	Work Notes:  Save time and stamps by going paperless. View, print, and pay your invoices online at https://customer.pyebarkerfire.com/				

Remit To Address:

Pye-Barker Fire & Safety, LLC
PO BOX 735358
Dallas, TX 75373-5358

PAY NOW:

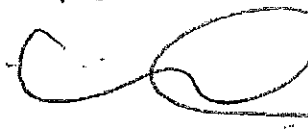
Use the token below to create your account

zLhB7kBroUU=
<https://customer.pyebarkerfire.com>

Subtotal	972.00
Tax	0.00
Freight	0.00
Total	972.00

General Facility maintenance

1.330.57200.46000

 2/28/25

475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice #: 555
Invoice Date: 3/1/2025
Due Date: 3/1/2025
Case:
P.O. Number:

Pine Ridge Plantation
475 West Town Place
Suite 114
St. Augustine, FL 32092

Alison Morsing
3-4-25

Balance Due	\$10,458.60
--------------------	--------------------

By Tara Lee at 1:36 pm, Mar 05, 2025

CLAY TODAY

A Division of Osteen Media Group

Clay Today
3513 US Hwy 17
Fleming Island, FL 32003
904-264-3200

BILL TO
Accounts Payable
Pine Ridge Plantation C.D.D.
475 W TOWN PL
#114
SAINT AUGUSTINE, FL 32092

INVOICE

Invoice Number: 2025-295315
Invoice Date: 3/6/2025
Due Date: 4/5/2025

Advertiser
Pine Ridge Plantation C.D.D.

Customer ID
19912

Invoice Notes	PO #	Pub.	Issue	Year	AdTitle	Ad Size	Color	Ad Inch	Net
Legal # 136873	Pine Ridge CDD Notice of Meeting March 18, 2025	CT - Clay Today	Mar 6	2025		Column Inch	Black & White	4.3000	\$45.15
Total:									\$45.15

Please mail payments to:
Osteen Media Group
3513 US Hwy 17
Fleming Island Florida 32003

Please call the office at 904-264-3200 if you would like to pay by credit card.

Affidavit attached to this invoice.

Please pay from this invoice. Email for inquiries or questions - legal@claytodayonline.com. Thank you for your business.

CLAY TODAY

PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Fleming Island, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared
Hugh Osteen, who on oath says that he is the publisher of
the "Clay Today" a newspaper published weekly at Fleming
Island in Clay County, Florida; that the attached copy of
advertisement
Being a Pine Ridge Plantation CDD/ Notice of Meeting

In the matter of March 18, 2025

LEGAL: 136673

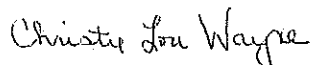
Was published in said newspaper in the issues:

3/6/2025

Affiant Further says that said "Clay Today" is a newspaper
published at Fleming Island, in said Clay County, Florida, and
that the said newspaper has heretofore been continuously
published in said Clay County, Florida, Weekly, and has been
entered as Periodical material matter at the post
Office in Orange Park, in said Clay County, Florida, for
period of one year next proceeding the first publication of
the attached copy of advertisement; and affiant further says
that he has neither paid nor promised any person, firm or
corporation any discount, rebate, commission or refund for
the purpose of securing this advertisement for publication in
the said newspaper.



Sworn to me and subscribed before me 03/06/2025



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003

Telephone (904) 264-3200

FAX (904) 264-3285

E-Mail: legal@claytodayonline.com

Christie Wayne christie@osteenmediagroup.com

Notice of Meeting Pine Ridge Plantation Community Development District

A meeting of the Board of Supervisors of the
Pine Ridge Plantation Community Development
District will be held on Tuesday, March 18, 2025
at 6:00 p.m. at the Pine Ridge Plantation
Amenity Center, 4200 Pine Ridge Parkway,
Middleburg, Florida 32068. The meeting is
open to the public and will be conducted in ac-
cordance with the provisions of Florida Law for
Community Development Districts. A copy of the
agenda for this meeting may be obtained from
the District Manager, at 475 West Town Place,
Suite 114, St. Augustine, FL 32082 (and phone
(904) 940-5850). This meeting may be contin-
ued to a date, time, and place to be specified on
the record at the meeting.

Any person requiring special accommoda-
tions at this meeting because of a disability or
physical impairment should contact the District
Office at (904) 940-5850 at least two calendar
days prior to the meeting. If you are hearing or
speech impaired, please contact the Florida
Relay Service at 1-800-955-8770, for aid in con-
tacting the District Office.

Each person who decides to appeal any action
taken at these meetings is advised that person
will need a record of the proceedings and that
accordingly, the person may need to ensure that
a verbatim record of the proceedings is made,
including the testimony and evidence upon
which such appeal is to be based.

Marilee Gilles
District Manager
Legal 136673 Published 3/6/2025 in Clay
County's Clay Today newspaper

Bernadette, Mr. Torres is doing a clubhouse rental on June 21st. He has booked both time slots for that day, which would result in a rental fee of \$150 and based on his expected number of guests, his security deposit was going to be \$250. Mr. Torres mixed up the amounts and had already filled in Pine Ridge on the money order. I did not want him to have to wait for not only the security deposit to have to be deposited and refunded as well, so I told him we would use this one for his rental fee and just refund the \$100

Let me know if you have any additional questions and I hope that makes sense

Have a great day

Maria

Full address is:

Jose Torres
1050 Persimmon Drive
Middleburg, FL 32068

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
2/25/25	00208	2/19/25 APP1-FNL 202502 320-53800-60000 FNL - PR SPORTS LIGHTING		T & M ELECTRIC OF CLAY COUNTY, LLC	*	28,365.00	
							28,365.00 000078
						TOTAL FOR BANK B	28,365.00
						TOTAL FOR REGISTER	28,365.00

AIA Type Document
Application and Certification for Payment

Page 1 of 2

TO CONTRACTOR: Pine Ridge Plantation
Community Development District
4200 Pine Ridge Parkway
Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lightng
4200 Pine Ridge Parkway
Middleburg, FL 32068

APPLICATION NO: 2
PERIOD TO: 02/25/2025

DISTRIBUTION TO:
- OWNER
- ARCHITECT
- CONTRACTOR
- SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M
(SUBCONTRACTOR): LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065

ARCHITECT'S
PROJECT NO:

SUBCONTRACT FOR:

SUBCONTRACT DATE:

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

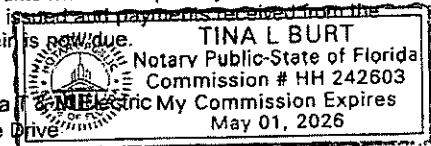
Application is made for Payment, as shown below, in connection with the Subcontract.
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL SUBCONTRACT SUM	\$	56,565.00
2. Net Change by Change Orders	\$	12,300.00
3. SUBCONTRACT SUM TO DATE (Line 1 + 2)	\$	68,865.00
4. TOTAL COMPLETED AND STORED TO DATE	\$	68,865.00
5. RETAINAGE:		
a. 10.00 % of Completed Work	\$	6,886.50
b. 0.00 % of Stored Material	\$	0.00
Total retainage (Line 5a + 5b)	\$	6,886.50
6. TOTAL EARNED LESS RETAINAGE	\$	61,978.50
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	40,500.00
8. CURRENT PAYMENT DUE	\$	21,478.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	6,886.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner or Contractor	12,300.00	0.00
Total approved this Month	0.00	0.00
TOTALS	12,300.00	0.00
NET CHANGES by Change Order	12,300.00	

The Undersigned Subcontractor certifies that to the best of the Subcontractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work for which previous Certificates for Payment were issued and payments received from the owner or contractor, and that current payment shown herein is now due.

SUBCONTRACTOR: T&M Electric of Clay County, LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065



By: [Signature]
Daniel R. Newton / Vice President

Date: 2/19/25

State of: FL

County of: Clay

Subscribed and Sworn to before me this 19TH Day of FEB 2025

Notary Public: [Signature]

My Commission Expires: 5/1/2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Subcontractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Subcontractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner, Contractor or Subcontractor under this Contract.

AIA Type Document
Application and Certification for Payment

Page 2 of 2

TO CONTRACTOR: Pine Ridge Plantation
Community Development District
4200 Pine Ridge Parkway
Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lighting
4200 Pine Ridge Parkway
Middleburg, FL 32068

APPLICATION NO: 2
PERIOD TO: 02/25/2025

DISTRIBUTION TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐ SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M
(SUBCONTRACTOR): LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065

ARCHITECT'S
PROJECT NO:

SUBCONTRACT FOR:

SUBCONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Mobilization	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00	0.00	400.00
2	Gear	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	150.00
3	Install Gear	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	150.00
4	Site Rough	35,000.00	30,000.00	5,000.00	0.00	35,000.00	100.00	0.00	3,500.00
5	Install Lights and Poles	14,565.00	8,000.00	6,565.00	0.00	14,565.00	100.00	0.00	1,456.50
6	Concrete Bases	12,300.00	0.00	12,300.00	0.00	12,300.00	100.00	0.00	1,230.00
REPORT TOTALS		\$68,865.00	\$45,000.00	\$23,865.00	\$0.00	\$68,865.00	100.00	\$0.00	\$6,886.50

AIA Type Document
Application and Certification for Payment

Page 1 of 2

TO CONTRACTOR: Pine Ridge Plantation
Community Development District
4200 Pine Ridge Parkway
Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lightng
4200 Pine Ridge Parkway
Middleburg, FL 32068

APPLICATION NO: 3
PERIOD TO: 02/25/2025

DISTRIBUTION TO:
- OWNER
- ARCHITECT
- CONTRACTOR
- SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M VIA (ARCHITECT):
(SUBCONTRACTOR): LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065

ARCHITECT'S
PROJECT NO:

SUBCONTRACT FOR:

SUBCONTRACT DATE:

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

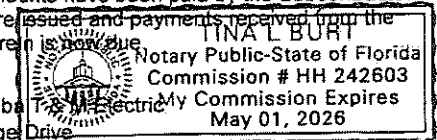
Application is made for Payment, as shown below, in connection with the Subcontract.
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL SUBCONTRACT SUM	\$	56,565.00
2. Net Change by Change Orders	\$	12,300.00
3. SUBCONTRACT SUM TO DATE (Line 1 + 2)	\$	68,865.00
4. TOTAL COMPLETED AND STORED TO DATE	\$	68,865.00
5. RETAINAGE:		
a. 0.00 % of Completed Work	\$	0.00
b. 0.00 % of Stored Material	\$	0.00
Total retainage (Line 5a + 5b)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	68,865.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	6,886.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner or Contractor	12,300.00	0.00
Total approved this Month	0.00	0.00
TOTALS	12,300.00	0.00
NET CHANGES by Change Order	12,300.00	

The Undersigned Subcontractor certifies that to the best of the Subcontractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work for which previous Certificates for Payment were issued and payments received from the owner or contractor, and that current payment shown herein is now due.

SUBCONTRACTOR: T&M Electric of Clay County, LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065



By: [Signature]
Daniel R. Newton / Vice President

Date: 2/17/25

State of: FL

County of: Clay

Subscribed and Sworn to before me this 19TH Day of FEB 20 25

Notary Public: [Signature]

My Commission Expires: 5/1/2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Subcontractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Subcontractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner, Contractor or Subcontractor under this Contract.

AIA Type Document
Application and Certification for Payment

Page 2 of 2

TO CONTRACTOR: Pine Ridge Plantation
Community Development District
4200 Pine Ridge Parkway
Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lightng
4200 Pine Ridge Parkway
Middleburg, FL 32068

APPLICATION NO: 3
PERIOD TO: 02/25/2025

DISTRIBUTION TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐ SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M
(SUBCONTRACTOR): LLC dba T & M Electric
200 College Drive
Orange Park, FL 32065

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

SUBCONTRACT FOR:

SUBCONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Mobilization	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00	0.00	0.00
2	Gear	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	0.00
3	Install Gear	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	0.00
4	Site Rough	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00	0.00	0.00
5	Install Lights and Poles	14,565.00	14,565.00	0.00	0.00	14,565.00	100.00	0.00	0.00
6	Concrete Bases	12,300.00	12,300.00	0.00	0.00	12,300.00	100.00	0.00	0.00
REPORT TOTALS		\$68,865.00	\$68,865.00	\$0.00	\$0.00	\$68,865.00	100.00	\$0.00	\$0.00