

PINE RIDGE PLANTATION
Community Development District

July 22, 2025

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

July 15, 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, July 22, 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. Proposals for Additional Cameras
 - B. Brightview Enhancement Plan
- IV. Fiscal Year 2026 Budget
 - A. Overview of Budget
 - B. Public Hearing to Consider the Adoption of the Fiscal Year 2026 Budget
 - C. Consideration of Resolution 2025-03, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026
 - D. Consideration of Resolution 2025-04, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026
- V. Staff Reports
 - A. Attorney
 - B. District Manager – Discussion of Fiscal Year 2026 Meeting Schedule

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 May 20, 2025 Meeting

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

C. Assessment Receipts Schedule

D. Approval of Check Register

VIII. Next Scheduled Meeting – 09/16/25 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center

IX. Adjournment

THIRD ORDER OF BUSINESS

A.



KEATINGS COMMUNICATIONS
9044659935
1275 The Grove Rd.
Orange Park, FL 32073

Prepared For
Maria Cranford
Riverside Management Services

Proposal Date
04/28/2025

Proposal Number
20120Bldm

Reference
Full Upgrade/Update
#201202234-Hybrid

Pricing

Description	Rate	Qty	Line Total
Cloud based Ip System add 5 Camera 5 Camera cloud based	\$225.00	5	\$1,125.00
64GB Micro Sd Card (Optional Backup) Backup during network outages.	\$12.99	5	\$64.95
Cloud Monthly Cloud Based recording 7 day option. (NAS Storage for additional)	\$50.00	12	\$600.00
- Labor Installation security cameras	\$250.00	15	\$3,750.00
Materials Cabling, Poles, Mounts, OSP Equipment, Lightning Protection.	\$450.00	1	\$450.00
Subtotal			5,989.95
Tax			0.00
Proposal Total (USD)			\$5,989.95

Notes

Hybrid - hosted solution. Old system refocusing would be used in combination with estimate #201202234- As this installation in full with a high resolution cloud based fullmanaged system would be in addition to the Premised based system already onsite.

Cloud based recording billed monthly. Multi-site discounts will be applied after signup.

Terms

Annual payment on Cloud based services \$600

_____ Name _____ Signature _____ Date

Applies to VOIP only

- Unlimited Features Voicemail
 - Auto Attendant
 - Call Recording
 - Mobile Synced App
 - Ring Multiple Phones
 - Conference Calls
 - Caller ID Lookup
 - Support Tickets
 - Support Forums
 - SMS
- failover for business

24/7 Support - One company to call and you get a person every time.

Brandon Keating (904) 955-2150 Direct support contact

Agreement prepared by Brandon Keating

Systems may be prepared on a budget limit

Maria Cranford, Riverside Management Services

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

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

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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Proposal for Extra Work at Pine Ridge CDD

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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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

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.)

FOURTH ORDER OF BUSINESS

A.

Pine Ridge Plantation

Community Development District

Approved Budget

FY 2026

July 22, 2025



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Pine Ridge Plantation
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2025	Actuals Thru 5/31/25	Projected Next 4 Months	Projected Thru 9/30/25	Approved Budget FY 2026
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REVENUES:

Special Assessments - On Roll	\$750,976	\$747,032	\$3,921	\$750,953	\$808,015
Misc. Income/Facility Rental	5,000	7,350	4,275	11,625	5,000
Interest Earned	12,500	18,003	8,134	26,137	15,000
Carry Forward Surplus	22,756	-	-	-	-

TOTAL REVENUES	\$791,232	\$772,385	\$16,330	\$788,714	\$828,015
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EXPENDITURES:

Administrative:

Supervisor Fees	\$8,000	\$3,000	\$2,000	\$5,000	\$8,000
FICA Taxes	612	230	153	383	612
Engineer	3,000	7,655	2,000	9,655	8,000
Attorney	20,000	2,517	7,483	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	3,710	1,855	5,565	5,843
Trustee Fees	4,100	4,041	-	4,041	4,434
District Management Fees	54,866	36,577	18,288	54,866	57,609
Information Technology	1,696	1,131	565	1,696	1,781
Website Maintenance	1,272	848	424	1,272	1,336
Telephone	500	70	430	500	500
Postage & Delivery	1,000	274	726	1,000	1,000
General Liability and Public Officials Insurance	10,146	9,868	-	9,868	11,102
Printing & Binding	1,500	168	1,332	1,500	1,500
Legal Advertising	1,500	133	867	1,000	1,500
Other Current Charges	600	690	232	922	900
Office Supplies	300	4	100	104	300
Dues, Licenses & Subscriptions	175	175	-	175	175

TOTAL ADMINISTRATIVE	\$124,517	\$77,001	\$40,230	\$117,231	\$129,574
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Operations & Maintenance

Grounds Maintenance

Landscape Maintenance	\$161,948	\$107,965	\$53,983	\$161,948	\$ 171,665
Lake Maintenance	14,830	7,000	3,500	10,500	14,830
Electric	3,000	1,381	800	2,181	3,000
Water	26,000	15,313	8,000	23,313	26,000
Repairs and Maintenance	22,000	17,483	7,243	24,726	24,000
Irrigation Repairs	4,000	2,092	1,908	4,000	3,500
Contingencies	4,451	-	11,595	11,595	1,500

Total Grounds Maintenance	\$236,229	\$151,235	\$87,029	\$238,263	\$244,495
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Pine Ridge Plantation
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2025	Actuals Thru 5/31/25	Projected Next 4 Months	Projected Thru 9/30/25	Approved Budget FY 2026
<u>Amenity Center</u>					
Property Insurance	\$27,728	\$26,532	\$-	\$26,532	\$29,155
General Facility Maintenance	24,200	18,103	8,000	26,103	24,000
Repairs & Replacements	24,200	16,443	7,757	24,200	24,000
Recreational Passes	500	-	500	500	500
Office Supplies	500	428	72	500	500
Permit Fees	780	476	-	476	780
Contingency	1,000	374	-	374	1,000
Special Events	15,000	12,226	2,774	15,000	15,000
Security	18,646	10,392	8,254	18,646	20,000
<u>Utilities</u>					
Water & Sewer	5,400	2,998	1,520	4,518	5,400
Electric	25,000	13,743	7,600	21,343	25,000
Cable/Phone/Internet	5,900	4,575	2,341	6,916	7,250
Refuse Service	11,040	11,318	5,888	17,206	17,760
<u>Management Contracts</u>					
Amenity Management	71,472	47,648	23,824	71,472	75,760
Facility Assistant	14,000	2,645	11,355	14,000	14,000
Field Management Services	27,168	18,112	9,056	27,168	28,798
Lifeguards	20,511	4,515	15,996	20,511	21,947
Pool Maintenance	16,500	11,038	5,775	16,813	18,150
Pool Chemicals	22,333	13,841	8,492	22,333	23,226
Janitorial Service	10,080	6,720	3,360	10,080	10,685
Janitorial Supplies	5,000	2,041	2,959	5,000	5,000
Total Amenity Center	\$346,957	\$224,166	\$125,524	\$349,691	\$367,911
TOTAL EXPENDITURES	\$707,703	\$452,402	\$252,783	\$705,185	\$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)	\$-	\$236,453	\$(236,453)	\$-	\$-

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

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

Description	Adopted Budget FY2025	Actuals Thru 5/31/25	Projected Next 4 Months	Projected Thru 9/30/25	Approved Budget FY 2026
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REVENUES:

Special Assessments-On Roll	\$926,572	\$921,734	\$4,838	\$926,572	\$926,572
Interest Earnings	20,000	25,205	6,688	31,893	25,000
Carry Forward Surplus ⁽¹⁾	221,031	221,798	-	221,798	248,701

TOTAL REVENUES	\$1,167,603	\$1,168,737	\$11,526	\$1,180,263	\$1,200,273
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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	\$931,561	\$-	\$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	\$931,561	\$-	\$931,561	\$922,086
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EXCESS REVENUES (EXPENDITURES)	\$246,042	\$237,176	\$11,526	\$248,701	\$278,187
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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
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY2025	Actuals Thru 5/31/25	Projected Next 4 Months	Projected Thru 9/30/25	Approved Budget FY 2026
<u>REVENUES:</u>					
Interest Income	\$3,353	\$21,700	\$10,400	\$32,100	\$3,353
Carry Forward Balance	657,746	752,568	-	752,568	782,435
TOTAL REVENUES	\$661,099	\$774,268	\$10,400	\$784,668	\$785,788
<u>EXPENDITURES:</u>					
<u>Capital Outlay</u>					
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	7,290	-	7,290	15,525
Other Current	500	331	164	495	600
TOTAL EXPENDITURES	\$72,880	\$85,598	\$164	\$85,762	\$41,125
<u>Other Sources/(Uses)</u>					
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	\$772,199	\$10,236	\$782,435	\$830,698

* Perimeter Lighting

Pine Ridge Plantation
Community Development District
Non-Ad Valorem Assessments Comparison
2025-2026

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%						

C.

RESOLUTION 2025-03
[FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), 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, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Pine Ridge Plantation Community Development District for the Fiscal Year Ending September 30, 2026."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 22nd DAY OF JULY, 2025.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

D.

RESOLUTION 2025-04
[FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Pine Ridge Plantation Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Clay County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance ("**O&M Assessment(s)**") is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2026 installment of the District's previously levied debt service special assessments ("**Debt Assessments,**" and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "**Tax Roll Property**" identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* ("**Uniform Method**"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.
6. **SEVERABILITY.** 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.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 22nd day of July, 2025.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll

FIFTH ORDER OF BUSINESS

B.

NOTICE OF MEETINGS
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Pine Ridge Plantation Community Development District will hold their regularly scheduled public meetings for Fiscal Year **2026** at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068, at **6:00** p.m. on the third Tuesday of each month listed as follows:

November 18, 2025
January 20, 2026
March 17, 2026
May 19, 2026
July 21, 2026
September 15, 2026

D.

2.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: July 22, 2025
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager & Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- RMS staff continues to do weekly routine cleaning of the BBQ grills to ensure they are clean and ready for use
- Staff is conducting weekly checks of the windscreens at the courts to make sure all are properly secured
- Staff is doing weekly cobweb sweeps of the amenity building and removing wasp nests as they start
- Fitness Pro is scheduled to conduct the quarterly preventative maintenance check of all equipment on July 21st
- Bob's Backflow completed annual backflow testing/inspections on June 6th
- RMS staff made plumbing repairs to a leaking sink in the men's poolside restroom
- Repairs were made to one of the showerhead features on the dump bucket splash ground that had been knocked off
- RMS staff made repairs to the hinges on the half round folding table to allow for it to be fully opened up into a full round again
- RMS staff made repairs to one of the 6ft folding tables as well as one of the 48" rounds, to address issues from normal wear and tear, to ensure proper function
- RMS staff made adjustments to one of the stall doors in the women's poolside bathroom to allow for the door to be properly locked

- Repairs were made to one of the features on the playground that had come loose
- RMS staff swapped out a couple of the posted signs on the pool deck that were more worn and cracking from the sun

In Progress Items:

- Working to obtain quotes to fix lounge chairs with broken straps
- Getting quotes from several sign companies to replace remaining old and faded signage on the pool deck and playground
- Brightview removed the old annuals on July 14th to get ready for the new flowers to go in

Landscaping & Lakes:

- TruGreen was on site on June 5th to complete services of CDD property
- BrightView continues to maintain the grounds throughout.
- 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 May and June = 43
- Number of rentals tentatively scheduled for July and August = 26
- Annual audit of the community access card system was completed on June 5th
- Community summer yard sale was held on July 19th and 20th
- Dates have been set and planning has started for the community Halloween, as well as the Christmas event
- Jacqui's Java was at the amenity center the morning of June 16th from 7 to 10 a.m. and again on July 14th from 8 to 10 a.m.

- The Frozen Sweets Treat truck was at the amenity center on June 29th from 2 to 5:30 p.m.
- Despite the rainy weather, Pizza Pitt Stop was at the amenity center on July 9th from 5 to 8 p.m.
- Aunt B's Sweet Treats was at the amenity center on Saturday, July 12th from 2 to 6 p.m.
- Filipino Go is scheduled to be at the amenity center on Wednesday, July 23rd from 5 to 8 p.m.
- Pizza Pitt Stop is scheduled to return to the amenity center on Thursday, August 28th from 5 to 8 p.m.
- Hapa Li has been scheduled to be at the amenity center on Wednesday, September 10th from 5 to 8 p.m.
- OTAs June summer camp had six (6) attendees and in hopes of getting a larger turn out for July, camp signup price was dropped down to \$125 for everyone
- Small group of residents continue to utilize the clubhouse on Tuesday afternoons for game day
- Pine Ridge HOA continues to hold their monthly HOA meetings in the clubhouse the second Thursday of each month. Next meeting is scheduled for August 14th at 7 p.m.
- Pine Ridge West HOA holds their HOA meetings in the clubhouse the second Tuesday of every other month. A meeting was held on July 8th and the next scheduled meeting is September 9th 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, **May 20, 2025**, at 6:01 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jerry Ritchie	Vice Chairman
Nelson Nazario	Supervisor

Also, present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Jay Soriano	GMS
Karen Fisher	Brightview

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:01 p.m. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments (*Regarding Agenda Items Listed Below*)

Ms. Giles opened the public comment period for agenda items only.

Resident (Sophia) asked about a proposed increase. Ms. Giles noted it is up for discussion tonight. Resident asked where the majority of the increase is coming from. She noted its \$80 more than what she is already paying which is an excessive amount considering the amenities available there. Mr. Biagetti stated right now it is proposed as an \$80 annual increase. She noted the amenities are lacking.

Mr. Rob from OTA proposed OTA for summer camps. He noted they are focused on getting kids outside with friends playing sports in a constructive environment that isn't focused

on club sports or super competitive leagues. He proposed two one-week camps, one in June and one in July 9:00 a.m. to noon, age group 5 to 12-year-olds. He noted they are fully insured and instructors are 18 years or older and have gone through a background check and extensive training. He would like for residents and nonresidents attend. There will be ten students per instructor. Mr. Biagetti would like residents only. There is a 10% revenue share back to Pine Ridge. District Counsel will draw up an agreement and work with Maria on the COI.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the Overtime Athletics Proposal for Summer Camps, was approved.

THIRD ORDER OF BUSINESS

Consideration of Proposals

A. Brightview – Tynes Boulevard Curb Clean Up

Mr. Soriano stated this is the one where they lean on the county but the county is pretty much done with maintaining the area. There is a lot of sand in that area and trash. The county did put two wooden bollards up to deter people from getting in there. This is to clean up the roadway curb line buildup, remove existing poorly performing sod, and re-grade the area ahead of new sod.

Ms. Fisher stated there is an inspection scheduled for next week. A few hot spots reported have been fixed.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, Brightview Tynes Blvd Curb Clean Up, was approved.

B. Brightview – Enhancement Plan

The Board tabled the enhancement plan and Supervisors will prioritize the list.

C. Riverside Management Services for Fiscal Year 2026 Services

Mr. Biagetti recused himself from the vote because he works for GMS. Mr. Haber noted the proposal can be considered with only two Board members voting.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, the Riverside Management Services for Fiscal Year 2026 Services, was approved.

D. Court Surfaces Repair

Mr. Soriano stated there have been a lot of problems with the courts from soft asphalt and portable nets sinking in. The Court Surfaces proposal is to repair and patch four separate 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. Mr. Soriano doesn't completely agree with ground water and will work with the engineer to see if there has ever been a problem with high ground water there. He would like to have other court surfacing companies look at it.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, the Court Surface Repair NTE \$4,600 and Authorizing Staff to Work with the Chairman and Directing Staff to Obtain Additional Proposals, was approved.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2025-02,
Approving the Proposed Budget for Fiscal
Year 2026 and Setting a Public Hearing
Date for Adoption**

Ms. Giles stated the proposed budget will be approved tonight and the hearing date will be set for July 22, 2025. The exhibit attached to the resolution is the budget. She provided an overview of the budget. There is a 7% increase making it an \$82 per year increase. The Board discussed the budget.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, Resolution 2025-02, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing for July 22, 2025, was approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber had nothing to report.

B. District Manager

1. Report on the Number of Registered Voters (1,470)

Ms. Giles stated as of April 15, 2025 Pine Ridge Plantation had 1,470 registered voters which is up from last year.

2. Annual Form 1 Filing & Annual Ethics Training

Ms. Giles reminded the Board to file their Form 1 by July 1st and ethics training by December 31st.

C. Engineer

The engineer was not in attendance. Mr. Soriano noted the engineer met with the homeowners on the pond and came up with a plan of installing French drains to the pond. He asked if there would need to be an agreement from each homeowner if they decide to have a French drain installed to go out to the pond. The CDD would be responsible for their section on the pond bank. The homeowner would handle their work on their property. Since it will actually touch and be connected, would there be a requirement for an agreement? Mr. Haber stated if they want to connect to the Districts section, they need to let the District know when their work is complete to give the District an opportunity to inspect it.

D. Amenity & Operations Manager

1. Landscape Quality Inspection Report

Mr. Soriano reviewed the Operations Report on page 42 of the agenda package.

2. Report

The Amenity Report is on page 42 of the agenda package.

SIXTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

Resident (Sophia) stated she appreciates knowing the rate hasn't risen in many years. Suggested adding to notice that the rate hasn't been increased in many years. She asked if Pine Ridge Parkway is CDD or county and spoke about an area of landscaping. Mr. Soriano noted the county owns the right of way but the CDD cuts the grass. Ms. Giles asked to send an email with a picture so Jay can take a look at the area. The letter E is missing off the front monument.

Resident brought the tennis courts up to the HOA. The basketball court hoops are loose, shake a lot. Mr. Soriano stated its more of the backboard.

Mr. Nazario asked what was done to replace the letter E on the front entrance monument. Ms. Giles stated she wrote it down.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

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

Ms. Giles presented the minutes from the March 18, 2025 meeting and asked for any comments, corrections, or changes. The Board had no revisions.

On MOTION by Mr. Ritchie, seconded by Mr. Nazario, with all in favor, the Minutes of the March 18, 2025 Meeting, were approved.

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

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

C. Assessment Receipts Schedule

Ms. Giles noted the Assessment Receipts Schedule shows the District 99% collected.

D. Approval of Check Register

Ms. Giles presented the check registers from February and March for \$113,598.47.

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

EIGHTH ORDER OF BUSINESS

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

Ms. Giles stated the next meeting is scheduled for July 22, 2025 at 6:00 p.m. at the same location.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

B.

Pine Ridge Plantation
Community Development District

Unaudited Financial Reporting
May 31, 2025



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Pine Ridge Plantation

Community Development District

Combined Balance Sheet

May 31, 2025

	General Fund	Capital Reserve Fund	Debt Service Fund	Totals Governmental Funds
Assets:				
Cash:				
Operating Account - Truist	75,158	\$ 56,769	\$ -	\$ 131,927
Assessments Receivable	-	-	-	-
Due from Other	-	-	-	-
Due from General Fund	-	-	-	-
Investments:				
State Board of Administration (SBA)	552,724	715,431	-	1,268,155
Custody US Bank Account	45,893	-	-	45,893
Series 2020				
Reserve A1	-	-	173,593	173,593
Reserve A2	-	-	113,875	113,875
Revenue	-	-	237,176	237,176
Prepay 2020A1	-	-	-	-
Construction	-	-	-	-
Prepaid Expenses	-	-	-	-
Deposits	-	-	-	-
Total Assets	\$ 673,775	\$ 772,199	\$ 524,643	\$ 1,970,617
Liabilities:				
Accounts Payable	\$ 11,290	-	\$ -	\$ 11,290
Accrued Expenses	2,303	-	-	2,303
Due to Debt Service	-	-	-	-
Due to Others	5,940	-	-	5,940
Total Liabilities	\$ 19,533	\$ -	\$ -	\$ 19,533
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ -	\$ -	\$ -	\$ -
Deposits	-	-	-	-
Restricted for:				
Debt Service	-	-	524,643	524,643
Capital Project	-	-	-	-
Assigned for:				
Capital Reserve Fund	-	772,199	-	772,199
Capital Reserves	-	-	-	-
Unassigned	654,242	-	-	654,242
Total Fund Balances	\$ 654,242	\$ 772,199	\$ 524,643	\$ 1,951,084
Total Liabilities & Fund Balance	\$ 673,775	\$ 772,199	\$ 524,643	\$ 1,970,617

Pine Ridge Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance

Revenues:

Special Assessments - Tax Roll	\$ 750,976	\$ 750,976	\$ 747,032	\$ (3,944)
Misc./Facility Rental Income	5,000	3,333	7,350	2,392
Interest Income	12,500	8,333	18,003	9,669

Total Revenues	\$ 768,476	\$ 762,643	\$ 772,385	\$ 8,117
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Expenditures:

General & Administrative:

Supervisor Fees	\$ 8,000	\$ 3,000	\$ 3,000	\$ -
PR-FICA	612	230	230	-
Engineering	3,000	2,000	7,655	(5,655)
Attorney	20,000	13,333	2,517	10,816
Annual Audit	3,175	-	-	-
Assessment Administration	5,911	5,911	5,911	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	5,565	3,710	3,710	-
Trustee Fees	4,100	4,100	4,041	59
Management Fees	54,866	36,577	36,577	-
Information Technology	1,696	1,131	1,131	-
Website Maintenance	1,272	848	848	-
Telephone	500	333	70	264
Postage & Delivery	1,000	667	274	393
General Liability and Public Officials Insurance	10,146	10,146	9,868	278
Printing & Binding	1,500	1,000	168	832
Legal Advertising	1,500	1,000	133	867
Other Current Charges	600	400	690	(290)
Office Supplies	300	200	4	196
Dues, Licenses & Subscriptions	175	175	175	-

Total General & Administrative	\$ 124,517	\$ 84,761	\$ 77,001	\$ 7,760
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Operations & Maintenance

Grounds Maintenance

Landscape Maintenance	\$ 161,948	\$ 107,965	\$ 107,965	\$ (0)
Lake Maintenance	14,830	9,887	7,000	2,887
Electric	3,000	2,000	1,381	619
Water	26,000	17,333	15,313	2,020
Repairs And Maintenance	22,000	14,667	17,483	(2,816)
Irrigation Repairs	4,000	2,667	2,092	575
Contingencies	4,451	-	-	-

Subtotal Grounds Maintenance	\$ 236,229	\$ 154,519	\$ 151,235	\$ 3,284
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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 May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
Amenity Center				
Property Insurance	\$ 27,728	\$ 27,728	\$ 26,532	\$ 1,196
General Facility Maintenance	24,200	16,133	18,103	(1,969)
Repairs & Replacements	24,200	16,133	16,443	(309)
Recreational Passes	500	-	-	-
Office Supplies	500	333	428	(94)
Permit Fees	780	476	476	-
Contingency	1,000	374	374	-
Special Events	15,000	10,000	12,226	(2,226)
Security	18,646	12,431	10,392	2,039
Utilities				
Water & Sewer	5,400	3,600	2,998	602
Electric	25,000	16,667	13,743	2,924
Cable/Phone/Internet	5,900	3,933	4,575	(642)
Refuse Service	11,040	7,360	11,318	(3,958)
Management Contracts				
Amenity Management	71,472	47,648	47,648	(0)
Facility Assistant	14,000	2,645	2,645	-
Field Management Services	27,168	18,112	18,112	(0)
Lifeguards	20,511	4,515	4,515	-
Pool Maintenance	16,500	11,000	11,038	(38)
Pool Chemicals	22,333	14,889	13,841	1,047
Janitorial	10,080	6,720	6,720	-
Janitorial Supplies	5,000	3,333	2,041	1,292
Subtotal Amenity Center	\$ 346,957	\$ 224,030	\$ 224,166	\$ (137)
Total Operations & Maintenance	\$ 583,186	\$ 378,548	\$ 375,401	\$ 3,147
Total Expenditures	\$ 707,703	\$ 463,309	\$ 452,402	\$ 10,907
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773		\$ 319,982	
<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)		\$ 236,453	
Fund Balance - Beginning	\$ 22,756		\$ 417,788	
Fund Balance - Ending	\$ -		\$ 654,242	

Pine Ridge Plantation

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
Revenues				
Interest	\$ 3,353	\$ 3,353	\$ 21,700	\$ 18,347
Total Revenues	\$ 3,353	\$ 3,353	\$ 21,700	\$ 18,347
Expenditures:				
Capital Outlay	\$ 50,000	\$ 33,333	\$ -	33,333
Streetlights	-	-	7,425	(7,425)
Parking Light Fixtures	-	-	1,687	(1,687)
Sports Lighting	-	-	68,865	(68,865)
Repairs and Maintenance	22,380	14,920	7,290	7,630
Other Service Charges	500	333	331	2
Total Expenditures	\$ 72,880	\$ 48,587	\$ 85,598	\$ 7,632
Excess (Deficiency) of Revenues over Expenditures	\$ (69,527)		\$ (63,898)	
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		\$ 19,631	
Fund Balance - Beginning	\$ 657,746		\$ 752,568	
Fund Balance - Ending	\$ 671,748		\$ 772,199	

Pine Ridge Plantation

Community Development District

Debt Service Fund Series 2020

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 926,572	\$ 926,572	\$ 921,734	\$ (4,838)
Interest Income	20,000	13,333	25,205	11,872
Total Revenues	\$ 946,572	\$ 939,905	\$ 946,939	\$ 7,034
Expenditures:				
Series 2020 A1				
Interest Expense - 11/1	\$ 92,024	\$ 92,024	\$ 92,024	\$ -
Interest Expense - 5/1	92,024	92,024	92,024	-
Principal Expense - 5/1	510,000	510,000	510,000	-
Special Call - 5/1	-	-	5,000	(5,000)
Series 2020 A2				
Interest Expense - 11/1	41,256	41,256	\$ 41,256	-
Interest Expense - 5/1	41,256	41,256	41,256	-
Principal Expense - 5/1	145,000	145,000	145,000	-
Special Call - 5/1	-	-	5,000	(5,000)
Total Expenditures	\$ 921,561	\$ 921,561	\$ 931,561	\$ (10,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 25,010		\$ 15,377	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 25,010		\$ 15,377	
Fund Balance - Beginning	\$ 221,031		\$ 509,266	
Fund Balance - Ending	\$ 246,042		\$ 524,643	

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	\$ 3,081	\$ 2,327	\$ -	\$ -	\$ -	\$ -	747,032
Misc./Facility Rental Income	5,000	-	1,050	-	-	825	1,400	(75)	4,150	-	-	-	-	7,350
Interest Income	12,500	1,075	1,014	1,198	4,381	2,890	2,724	2,440	2,282	-	-	-	-	18,003
Total Revenues	\$ 768,476	\$ 1,075	\$ 30,015	\$ 693,212	\$ 16,537	\$ 9,090	\$ 8,252	\$ 5,446	\$ 8,758	\$ -	\$ -	\$ -	\$ -	772,385
Expenditures:														
General & Administrative:														
Supervisor Fees	\$ 8,000	\$ -	\$ 1,000	\$ -	\$ 800	\$ -	\$ 600	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	3,000
PR-FICA	612	-	77	-	61	-	46	-	46	-	-	-	-	230
Engineering	3,000	1,529	1,668	-	1,108	-	-	2,663	687	-	-	-	-	7,655
Attorney	20,000	358	421	-	583	-	1,156	-	-	-	-	-	-	2,517
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	464	464	-	-	-	-	3,710
Trustee Fees	4,100	4,041	-	-	-	-	-	-	-	-	-	-	-	4,041
Management Fees	54,866	4,572	4,572	4,572	4,572	4,572	4,572	4,572	4,572	-	-	-	-	36,577
Information Technology	1,696	141	141	141	141	141	141	141	141	-	-	-	-	1,131
Website Maintenance	1,272	106	106	106	106	106	106	106	106	-	-	-	-	848
Telephone	500	-	15	-	16	-	22	-	16	-	-	-	-	70
Postage & Delivery	1,000	76	37	32	9	60	6	42	12	-	-	-	-	274
General Liability and Public Officials Insurance	10,146	9,868	-	-	-	-	-	-	-	-	-	-	-	9,868
Printing & Binding	1,500	56	1	12	1	24	10	47	18	-	-	-	-	168
Legal Advertising	1,500	-	-	-	44	-	45	-	44	-	-	-	-	133
Other Current Charges	600	62	47	69	54	59	57	292	50	-	-	-	-	690
Office Supplies	300	0	0	0	0	1	0	0	1	-	-	-	-	4
Dues, Licenses & Subscriptions	175	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 124,517	\$ 27,359	\$ 8,550	\$ 5,397	\$ 7,959	\$ 5,427	\$ 7,226	\$ 8,327	\$ 6,757	\$ -	\$ -	\$ -	\$ -	77,001

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	\$ 13,496	\$ 13,496	\$ -	\$ -	\$ -	\$ -	107,965
Lake Maintenance	14,830	875	875	875	875	875	875	875	875	-	-	-	-	7,000
Electric	3,000	179	187	188	187	188	152	151	150	-	-	-	-	1,381
Water	26,000	1,832	2,484	2,380	1,731	1,561	1,538	1,859	1,927	-	-	-	-	15,313
Repairs And Maintenance	22,000	5,695	950	1,262	-	2,596	2,223	857	3,900	-	-	-	-	17,483
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	\$ 17,237	\$ 20,348	\$ -	\$ -	\$ -	\$ -	151,235
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	2,332	1,664	-	-	-	-	18,103
Repairs & Replacements	24,200	3,687	1,946	518	738	8,152	183	309	909	-	-	-	-	16,443
Recreational Passes	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	500	-	161	-	98	13	46	93	17	-	-	-	-	428
Permit Fees	780	-	-	-	-	-	-	-	476	-	-	-	-	476
Contingency	1,000	-	-	-	-	-	-	374	-	-	-	-	-	374
Special Events	15,000	1,880	-	2,654	-	-	3,000	2,892	1,800	-	-	-	-	12,226
Security	18,646	487	942	1,687	3,727	487	1,087	887	1,087	-	-	-	-	10,392
Utilities														
Water & Sewer	5,400	345	362	362	362	359	388	442	376	-	-	-	-	2,998
Electric	25,000	1,978	1,526	1,632	1,546	2,263	1,558	1,493	1,746	-	-	-	-	13,743
Cable/Phone/Internet	5,900	550	550	550	585	585	585	585	585	-	-	-	-	4,575
Refuse Service	11,040	917	917	1,919	1,375	1,472	1,774	1,472	1,472	-	-	-	-	11,318
Management Contracts														
Amenity Management	71,472	5,956	5,956	5,956	5,956	5,956	5,956	5,956	5,956	-	-	-	-	47,648
Facility Assistant	14,000	-	-	-	-	-	881	-	1,764	-	-	-	-	2,645
Field Management Services	27,168	2,264	2,264	2,264	2,264	2,264	2,264	2,264	2,264	-	-	-	-	18,112
Lifeguards	20,511	-	-	-	-	-	677	-	3,838	-	-	-	-	4,515
Pool Maintenance	16,500	1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,413	-	-	-	-	11,038
Pool Chemicals	22,333	1,694	1,593	1,800	1,700	1,778	1,693	1,757	1,828	-	-	-	-	13,841
Janitorial	10,080	840	840	840	840	840	840	840	840	-	-	-	-	6,720
Janitorial Supplies	5,000	249	233	152	141	334	75	313	543	-	-	-	-	2,041
Subtotal Amenity Center	\$ 346,957	\$ 50,297	\$ 21,038	\$ 26,295	\$ 23,177	\$ 28,040	\$ 23,355	\$ 23,384	\$ 28,580	\$ -	\$ -	\$ -	\$ -	224,166
Total Operations & Maintenance	\$ 583,186	\$ 72,374	\$ 39,030	\$ 46,257	\$ 39,796	\$ 46,757	\$ 41,638	\$ 40,622	\$ 48,927	\$ -	\$ -	\$ -	\$ -	375,401
Total Expenditures	\$ 707,703	\$ 99,733	\$ 47,580	\$ 51,653	\$ 47,755	\$ 52,184	\$ 48,864	\$ 48,948	\$ 55,685	\$ -	\$ -	\$ -	\$ -	452,402
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773	\$ (98,658)	\$ (17,565)	\$ 641,559	\$ (31,218)	\$ (43,094)	\$ (40,612)	\$ (43,503)	\$ (46,926)	\$ -	\$ -	\$ -	\$ -	319,982
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)	\$ (43,094)	\$ (124,141)	\$ (43,503)	\$ (46,926)	\$ -	\$ -	\$ -	\$ -	236,453

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)
Less: May 1, 2025 (Mandatory)		(\$510,000)
Less: May 1, 2025 (Prepayment)		(\$5,000)
Current Bonds Outstanding		\$7,105,000

*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)
Less: May 1, 2025 (Mandatory)		(\$145,000)
Less: May 1, 2025 (Prepayment)		(\$5,000)
Current Bonds Outstanding		\$2,185,000

Total Bonds Outstanding	\$9,290,000
--------------------------------	--------------------

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	(3,733.28)	928,633.58	752,623.96	1,681,257.54
TOTAL RECEIPTS	(3,733.28)	928,633.58	752,623.96	1,681,257.54

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
10	5/6/2025	2,870.77	2,326.65	5,197.42
11	6/6/2025	2,732.27	2,214.40	4,946.67
12	6/17/2025	4,167.64	3,377.73	7,545.37
		-	-	-
TOTAL FY24 TAX ROLL RECEIPTS		928,633.58	752,623.96	1,681,257.54

%TAX ROLL COLLECTED	100.22%	100.22%	100.22%
TOTAL COLLECTED	100.22%	100.22%	100.22%

D.

Pine Ridge Plantation
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025
Check Register

Date		check #'s	Amount
General Fund			
4/1/2025 - 4/30/2025		3554-3573	\$ 45,480.88
5/01/2025 - 5/30/2025		3574-3586	\$ 46,426.45
			\$ 91,907.33
Capital Reserve			
05/27/25		79	\$ 7,290.00
			\$ 7,290.00
Utilities and Autopayments			
04/15/25	Waste Management		\$ 1,471.73
04/17/25	SafeTouch		87.10
04/25/25	Comcast		584.88
04/30/25	Clay Electric		1,709.98
04/28/25	CCUA		2,301.20
			\$ 6,154.89
05/16/25	Waste Management		\$ 1,471.73
05/19/25	SafeTouch		87.10
05/22/25	Dept of Health - Pool Permits		475.70
05/27/25	Comcast		584.88
05/29/25	IRS FICA Payment		91.80
05/30/25	Clay Electric		1,895.73
			\$ 4,606.94
TOTAL			\$109,959.16

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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/01/25	00106	3/26/25 03262025	202502 330-57200-34500	FEB SECURITY SERVICES	*	400.00	
				MATTHEW EDMONSON			400.00 003554
4/01/25	00106	3/26/25 03262025	202503 330-57200-34500	MAR SECURITY SERVICES	*	400.00	
				MATTHEW EDMONSON			400.00 003555
4/01/25	00176	3/31/25 03312025	202503 330-57200-34500	MARCH SECURITY SERVICES	*	600.00	
				MICHAEL C LAYNE			600.00 003556
4/01/25	00054	4/01/25 13129562	202504 330-57200-46500	APR POOL CHEMICALS	*	1,669.21	
				POOLSURE			1,669.21 003557
4/01/25	00073	3/14/25 556	202502 330-57200-46000	GEN FACILITY MAINTENANCE	*	1,381.20	
		3/14/25 556	202502 320-53800-46000	GEN FACILITY MAINTENANCE	*	1,381.20	
		3/14/25 556	202502 330-57200-46201	GEN FACILITY MAINTENANCE	*	333.68	
		3/14/25 556	202502 330-57200-46100	GEN FACILITY MAINTENANCE	*	627.71	
		3/14/25 556	202502 330-57200-51000	GEN FACILITY MAINTENANCE	*	12.88	
				RIVERSIDE MANAGEMENT SERVICES INC			3,736.67 003558
4/04/25	00183	4/01/25 9293584	202504 320-53800-46200	APR LANDSCAPE MAINTENANCE	*	13,495.67	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			13,495.67 003559
4/04/25	00076	4/01/25 262650B	202504 320-53800-46400	APR LAKE MAINTENANCE	*	875.00	
				THE LAKE DOCTORS INC			875.00 003560
4/10/25	00039	4/07/25 34650	202504 330-57200-46000	APR PREVENTATIVE MAINT	*	210.95	
				FITNESS PRO			210.95 003561
4/10/25	00039	4/07/25 34663	202504 330-57200-46100	RPR SPIRIT TREADMILLS	*	51.96	
				FITNESS PRO			51.96 003562
4/10/25	00003	4/01/25 269	202504 310-51300-34000	APR MANAGEMENT FEES	*	4,572.17	

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		4/01/25 269	202504 310-51300-49100		*	106.00	
		APR WEBSITE ADMIN					
		4/01/25 269	202504 310-51300-35100		*	141.33	
		APR INFO TECH					
		4/01/25 269	202504 310-51300-31300		*	463.75	
		APR DISSEM AGENT SRVCS					
		4/01/25 269	202504 310-51300-51000		*	.48	
		OFFICE SUPPLIES					
		4/01/25 269	202504 310-51300-42000		*	41.52	
		POSTAGE					
		4/01/25 269	202504 310-51300-42500		*	46.95	
		COPIES					
				GOVERNMENTAL MANAGEMENT SERVICES			5,372.20 003563
4/10/25 00073		3/31/25 558	202503 330-57200-34110		*	880.83	
		MAR FACILITY ASSISTANT					
				RIVERSIDE MANAGEMENT SERVICES INC			880.83 003564
4/10/25 00073		3/31/25 559	202503 330-57200-34200		*	676.82	
		AUG/MAR LIFEGUARDS					
				RIVERSIDE MANAGEMENT SERVICES INC			676.82 003565
4/10/25 00073		4/01/25 557	202504 330-57200-46200		*	840.00	
		APR JANITORIAL SRVCS					
		4/01/25 557	202504 330-57200-46400		*	1,375.00	
		APR POOL MAINT SRVCS					
		4/01/25 557	202504 330-57200-34000		*	2,264.00	
		APR CONTRACT ADMIN					
		4/01/25 557	202504 330-57200-34100		*	5,956.00	
		APR FACILITY MANAGEMENT					
		4/01/25 557	202504 330-57200-46500		*	87.45	
		POOL CHEM-TRICHLOR					
				RIVERSIDE MANAGEMENT SERVICES INC			10,522.45 003566
4/17/25 00211		4/11/25 04112025	202504 300-36900-10100		*	75.00	
		DEPOSIT REFUND					
				MORGAN T CARUSO			75.00 003567
4/17/25 00073		4/14/25 561	202504 330-57200-60100		*	2,892.34	
		4/12 EASTER EVENT					
				RIVERSIDE MANAGEMENT SERVICES INC			2,892.34 003568
4/17/25 00152		4/08/25 62053702	202504 330-57200-46000		*	120.94	
		APR PEST CONTROL					
				TURNER PEST CONTROL,LLC			120.94 003569
				PRP --PINERIDGE-- BPEREGRINO			

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4/24/25	00104	4/18/25 KSM57FTA	202504 330-57200-49000	ANNUAL EMAIL SERVICES	*	374.00	
				CONSTANT CONTACT, INC.			374.00 003570
4/24/25	00151	4/15/25 5	202504 310-51300-49000	SE2020A-1 AMORT PRE \$5K	*	100.00	
		4/15/25 5	202504 310-51300-49000	SE2020A-2 AMORT PRE \$5K	*	100.00	
				DISCLOSURE SERVICES LLC			200.00 003571
4/24/25	00106	3/26/25 0326205.	202501 330-57200-34500	JAN SECURITY SERVICES	*	400.00	
				MATTHEW EDMONSON			400.00 003572
4/24/25	00073	4/11/25 560	202503 320-53800-46000	MAR GROUNDS RPR & MAINT	*	1,111.40	
		4/11/25 560	202503 320-53800-46000	MAR GENERAL FAC MAINT	*	1,111.40	
		4/11/25 560	202503 330-57200-51000	MAR OFFICE SUPPLIES	*	46.29	
		4/11/25 560	202503 330-57200-46201	MAR JANITORIAL SUPPLIES	*	75.10	
		4/11/25 560	202503 330-57200-46100	MAR AMENITY RPR & RPLC	*	182.65	
				RIVERSIDE MANAGEMENT SERVICES INC			2,526.84 003573
5/05/25	00183	4/24/25 9326030	202504 320-53800-46000	NUTRIENT SOIL ANNUAL BEDS	*	322.45	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			322.45 003574
5/05/25	00183	5/01/25 9328636	202505 320-53800-46200	MAY LANDSCAPE MAINTENANCE	*	13,495.67	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			13,495.67 003575
5/05/25	00176	4/28/25 04282025	202504 330-57200-34500	SECURITY: APR 12 & APR 25	*	400.00	
				MICHAEL C LAYNE			400.00 003576
5/05/25	00054	5/01/25 13129562	202505 330-57200-46500	MAY POOL CHEMICALS	*	1,669.21	
				POOLSURE			1,669.21 003577
5/05/25	00076	5/01/25 270929B	202505 320-53800-46400	MAY LAKE MAINTENANCE	*	875.00	
				THE LAKE DOCTORS INC			875.00 003578

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5/16/25	00069	5/08/25 2025-297	202505 310-51300-48000		*	44.10	
			NTC OF MTG 5/20/25				
				OSTEEN MEDIA GROUP - CLAY TODAY			44.10 003579
5/16/25	00003	5/01/25 270	202505 310-51300-34000		*	4,572.17	
			MAY MANAGEMENT FEES				
		5/01/25 270	202505 310-51300-49100		*	106.00	
			MAY WEBSITE ADMIN				
		5/01/25 270	202505 310-51300-35100		*	141.33	
			MAY INFO TECH				
		5/01/25 270	202505 310-51300-31300		*	463.75	
			MAY DISSEM AGENT SRVCS				
		5/01/25 270	202505 310-51300-51000		*	.51	
			OFFICE SUPPLIES				
		5/01/25 270	202505 310-51300-42000		*	12.29	
			POSTAGE				
		5/01/25 270	202505 310-51300-42500		*	17.85	
			COPIES				
		5/01/25 270	202505 310-51300-41000		*	15.94	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			5,329.84 003580
5/16/25	00093	5/04/25 20252970	202505 330-57200-60100		*	1,800.00	
			12/13 3HR HAY RIDE				
				LOUISE F BOYCE			1,800.00 003581
5/16/25	00204	5/13/25 193218	202504 310-51300-31100		*	2,662.50	
			APR ENGINEERING SERVICES				
				MATTHEWS DESIGN GROUP LLC			2,662.50 003582
5/16/25	00073	5/01/25 562	202505 330-57200-46200		*	840.00	
			MAY JANITORIAL SERVICES				
		5/01/25 562	202505 330-57200-46400		*	1,375.00	
			MAY POOL MAINTENANCE SRVC				
		5/01/25 562	202505 330-57200-34000		*	2,264.00	
			MAY CONTRACT ADMIN				
		5/01/25 562	202505 330-57200-34100		*	5,956.00	
			MAY FACILITY MANAGEMENT				
		5/01/25 562	202505 330-57200-46500		*	122.43	
			POOL CHEM-TRICHLOR				
		5/01/25 562	202505 330-57200-46500		*	36.66	
			POOL CHEM-TILE SOAP				
		5/01/25 562	202505 330-57200-46400		*	38.48	
			POOL LEAF SKIMMER NET				
				RIVERSIDE MANAGEMENT SERVICES INC			10,632.57 003583
				PRP --PINERIDGE-- BPEREGRINO			

AP300R
*** CHECK NOS. 003554-003586

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 7/15/25

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/16/25	00195	2/17/25 4226	202502 330-57200-46100	WATER SLIDE RPR/RESTORE	*	2,597.50	
							DALE COOPER
							2,597.50 003584

5/27/25	00073	5/16/25 563	202504 320-53800-46000	APR GROUNDS RPR & MAINT	*	534.40	
		5/16/25 563	202504 330-57200-46000	APR GEN FAC MAINT	*	2,000.00	
		5/16/25 563	202504 330-57200-51000	APR OFFICE SUPPLIES	*	92.54	
		5/16/25 563	202504 330-57200-46100	APR AMEN RPR & RPLC	*	257.42	
		5/16/25 563	202504 330-57200-46201	APR JANITORIAL SUPPLIES	*	313.25	
							RIVERSIDE MANAGEMENT SERVICES INC
							3,197.61 003585

5/27/25	00192	5/20/25 11122	202505 320-53800-46000	RMV LEAN TREE BEHIND HOME	*	800.00	
		5/20/25 11123	202505 320-53800-46000	RMV 2 PINE TREES PRESERVE	*	1,200.00	
		5/20/25 11124	202505 320-53800-46000	CUT VINES/BUSH FENCE LINE	*	1,000.00	
		5/20/25 11125	202505 320-53800-46000	RMV PINE TREE BEHIND HOME	*	400.00	
							OUTSET CAPITAL PARTNERS
							3,400.00 003586

						TOTAL FOR BANK A	91,907.33
						TOTAL FOR REGISTER	91,907.33

PRP --PINERIDGE-- BPEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
01-10-2025	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$50.00	\$200.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
01-24-2024	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$50.00	\$200.00
	Made contact with 4 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE: TOTAL					\$400.00
<p>Security / Monitoring 1.330.57200.34500 3/26/25</p>					
<div> <div>RECEIVED</div> <div>By Tara Lee at 11:13 am, Mar 31, 2025</div> </div>					

Matt Edmonson
(386) 931-6948

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:03/26/2025

TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02-07-2025	Neighborhood Pool and Clubhouse patrol and security	1830-2230	4	\$50.00	\$200.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
02-21-2025	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$50.00	\$200.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE: TOTAL					\$400.00
Security / Monitoring					
1.330.57200.34500					
3/26/25					
RECEIVED					
By Tara Lee at 11:17 am, Mar 31, 2025					

[illegible]


Michael Layne

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: MARCH 2025

TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03-02-2025	Amenity center checked, 1 person was in the pool and 2 in the fitness center, neighborhood check, 3 citizen contacts, amenity center check.	1800/2200	4.0	\$50.00	\$200.00
03/15/2025	Amenity center checked, neighborhood patrol, amenity center check, traffic stop on a suspicious vehicle, amenity center check, neighborhood patrol, amenity center check.	2145/0145	4.0	\$50.00	\$200.00
03/29/2025	Checked amenity center – 2 people in the pool and 1 in the gym, neighborhood patrol, citizen contact, amenity center checked.	1945/2345	4.0	\$50.00	\$200.00
DEPUTY SIGNATURE: 	Total		12.00		\$600.00

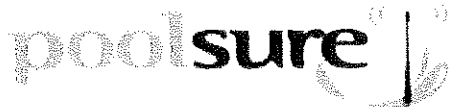
Make all checks payable to Michael Layne

Thank you for your business!

Security / Monitoring
1. 336. 57200. 34500
 3/31/25

RECEIVED

By Tara Lee at 2:42 pm, Mar 31, 2025



Invoice

Date
Invoice#

4/1/2025
131295627809

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

Terms	Net 20
Due Date	4/21/2025
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

[Click Here to Pay Now](#)



Pool Chemicals
1.330.57200.46500
 3/19/25

RECEIVED

By Tara Lee at 11:56 am, Mar 19, 2025



131295627809


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

Invoice

Invoice #: 556
Invoice Date: 3/14/2025
Due Date: 3/14/2025
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 February 1 - February 28, 2025	69.06	40.00	2,762.40
Maintenance Supplies		974.27	974.27
• General Facility maintenance \$1,381.20 1.330.57200.46000			
• Grounds Repair: maintenance - \$1,381.20 1.320.53800.46000			
• Janitorial Supplies - \$333.68 1.330.57200.46201			
• Amenity Repairs: Replacements - \$627.71 1.330.57200.46100			
• Office Supplies - \$12.88 1.330.57200.51000			
 3/17/25			
Alison Mossing 3-21-25			
Total			\$3,736.67
Payments/Credits			\$0.00
Balance Due			\$3,736.67

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/3/25	3.58	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
2/4/25	8	A.A.	Removed remaining wire from beams in breezeway, removed cobwebs from breezeway, touched up high top chairs where paint was flaking off, tightened bolts under benches in tennis courts, blew leaves and debris off pool deck and tennis courts, straightened and organized pool deck furniture, removed debris in basketball courts and tennis courts
2/5/25	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
2/10/25	3.25	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
2/11/25	8	A.A.	Repaired dumpster gate to close, straightened and organized pool deck furniture, blew leaves and debris off the first tennis/pickleball court, raked mulch under playground swings and benches, removed debris around courts, playground and front of community, broke boxes for dumpster, removed leaves from tennis courts
2/12/25	3.05	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
2/17/25	3.03	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
2/18/25	8	A.A.	Repaired stone on outside countertop, secured screen in basketball courts, moved mulch under swings and playground, straightened and organized pool deck furniture, blew leaves and debris off breezeway, tennis courts, pickleball courts and parking lot, removed debris from basketball courts, tennis courts, around lake and trail leading to lake
2/20/25	3.25	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
2/24/25	3.38	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
2/25/25	8	A.A.	Set up pickleball nets, raked under swings and benches in playground, secured screens in courts, washed windows in social room, removed debris from Pine Ridge Parkway, from Tynes, basketball courts, tennis courts, pool deck, sidewalks and around playground, straightened and organized pool deck furniture, blew leaves and debris from breezeway and around amenity center
2/26/25	3.02	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
2/28/25	6.5	R.A.	Worked on illegal dumping clean up, picked up tire from common area across from school, moved clean up trailer to rear pool pack area and detached from truck
2/28/25	5	A.A.	Removed debris at illegal dump site
TOTAL	<u><u>69.06</u></u>		
MILES	<u><u>0</u></u>		

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

Period Ending 3/05/25

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR				
PINE RIDGE				
	1/28/25	Multifold Paper Towels 16pk (2)	88.99	M.C.
	1/28/25	5x8 Legal Pads 12pk	12.90	M.C.
	1/28/25	Dog Pot Bags 30 rolls of 200	185.43	M.C.
	1/29/25	6Ft Folding Table	61.80	M.C.
	1/29/25	Paper Towels	39.30	M.C.
	1/29/25	48" Round Folding Tables (2)	148.33	M.C.
	1/29/25	Trash Bags	24.98	M.C.
	2/4/25	Head Immobilizer for Backboard	54.61	M.C.
	2/4/25	12x30 Multi Trauma Dressing 5 ct	19.17	M.C.
	2/4/25	40" Grip Lifeguard Rescue Tube	71.83	M.C.
	2/4/25	Band Aid 100ct (2)	20.38	M.C.
	2/4/25	Assorted Band-aids 280ct	17.50	M.C.
	2/4/25	Large Band-aids 10 ct	4.53	M.C.
	2/4/25	Lifeguard Whistles 12 pk	10.80	M.C.
	2/18/25	42 Gallon Trash Bags 200ct	122.98	M.C.
	2/18/25	Multipack Zip Ties 650ct	25.30	M.C.
	3/3/25	Black Nitril Gloves 80pk	25.28	M.C.
	3/3/25	Microfiber Towels 24pk	11.48	M.C.
	3/3/25	Husky Helix Paint Mixer	8.03	M.C.
	3/3/25	Disposable Blue Gloves 100ct	20.67	M.C.
		TOTAL	\$974.27	


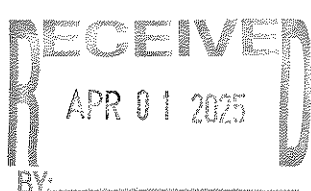
INVOICE

BrightView

Landscape Services

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

Customer #: 24488830
Invoice #: 9293584
Invoice Date: 4/1/2025
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For April Landscape maintenance 1.320.53800.46400  3/26/25  Total invoice amount Tax amount Balance due	13,495.67 13,495.67 13,495.67 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 #: 9293584
Invoice Date: 4/1/2025

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

MAKE CHECK PAYABLE TO:



Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

☐ Please check if address includes mailing label and extra charge is advised.

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

ACCOUNT NUMBER	DATE	BALANCE
719342	4/1/2025	\$875.00

The Lake Doctors
Post Office Box 162134
Altamonte Springs, FL 32716

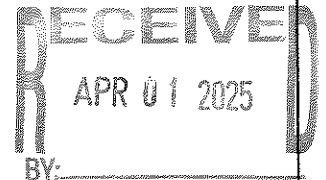
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Please Return this invoice with your payment and
notify us of any changes to your contact information.

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

Invoice Due Date 4/11/2025 Invoice 262650B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
4/1/2025	Water Management - Monthly		\$875.00	\$0.00	\$875.00
<p>Please remit payment for this month's invoice.</p> <p>Lake maintenance 1.320.53800.46400 4/1/25</p> <p>Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.</p>					
				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

**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

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

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

Due date: 04/22/2025

General Facility Maintenance
1.330.57200.46000
4/7/25

RECEIVED
APR 07 2025
BY: _____

#	Product or service	SKU	Description	Qty	Rate	Amount
1.			SERVICE REQUEST 42966 - APRIL 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, clip holders, fans, handles, adjustments, buttons and general function. SEE BELOW			
			5. Inspected 3x treadmills. Checked belt and deck lightness and wear, checked strength and function of motor, checked incline functions, HR sensors, controls, general function. Dusted for cobwebs around belt and under hoods around motor and electrical components. SEE BELOW			
			ISSUES FOUND			
			1. Leg extension selector bracket for			

thigh pad is very loose. Tech tightened and rechecked, UNIT TESTS CORRECT

2. Paramount Pull-down/Row FS-53 sn: F8630809007 plastic rollers that protect cable are worn completely through. Should replace 4x plastic rollers (2x 12" and 2x 8"). SEE PREVIOUS PM

3. ALL OTHER UNITS TEST CORRECT

3. Processing Fee

Processing Fee

205

\$0.029

\$5.95

Total

\$210.95

Ways to pay



View and pay

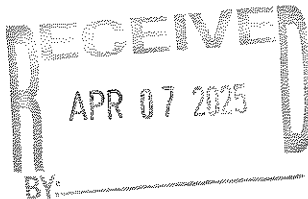
INVOICE

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.: 34663
Terms: Net 15
Invoice date: 04/07/2025
Due date: 04/22/2025

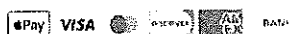
Amenity Repairs & Replacements
1.330, 57200.46100
W 4/7/25

#	Product or service	SKU	Description	Qty	Rate	Amount
1.			SERVICE REQUEST 41708 - REPAIR SPIRIT TREADMILLS			
2.	1. Return Labor		Estimated Labor - Completed mostly during April PM.	0.25	\$90.00	\$22.50
3.	2b. Shipping/ Handling		Shipping and Handling Estimate:	1	\$20.00	\$20.00
4.	2a. Parts		Parts for Repair: HR Plate	4	\$2.00	\$8.00
5.			Service Request Details/Notes: 2. Spirit Treadmill XT685 sn:6858152104013342 missing 3 HR plates for handrails. Should replace 3x metal HR plates for handrail 11/08/2024 Update: Spirit Treadmill XT685 sn:6858152104013342 missing 3 HR plates for handrails. Should replace 3x metal HR plates for handrail (WRONG PART SENT. Needs metal HR plates not plastic handles)			
6.	Processing Fee		Processing Fee	50.5	\$0.029	\$1.46

Total

\$51.96

Ways to pay



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

Invoice #: 269
Invoice Date: 4/1/25
Due Date: 4/1/25
Case:
P.O. Number:

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

RECEIVED
APR 03 2025
BY: _____

Total	\$5,372.20
Payments/Credits	\$0.00
Balance Due	\$5,372.20

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

Invoice

Invoice #: 558
Invoice Date: 3/31/2025
Due Date: 3/31/2025
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 Assistant through March 2025 1.330.57200.34110	32.03	27.50	880.83
<div>RECEIVED APR 04 2025 BY: _____ Alison Mossing 4-4-25</div>			
Total			\$880.83
Payments/Credits			\$0.00
Balance Due			\$880.83

PINE RIDGE CDD

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
32.03	Facility Assistant	\$ 27.50	\$ 880.83

Covers Period: March 2025

GL # 1.330.57200.34110

TOTAL DUE:

\$ 880.83

RMS

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF MARCH 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/15/25	7.88	S.W.	Completed daily checklist, returned calls and emails
3/16/25	8.15	S.W.	Completed daily checklist, returned calls and emails
3/22/25	8	S.W.	Completed daily checklist, returned calls and emails
3/23/25	8	S.W.	Completed daily checklist, returned calls and emails
	<u>32.03</u>		

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

Invoice

Invoice #: 559
Invoice Date: 3/31/2025
Due Date: 3/31/2025
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Lifeguards - August through March 2025 330,572.3420	31.48	21.50	676.82
<div>RECEIVED APR 04 2025 BY: _____</div> <div>Alison Mossing 4-4-25</div>			
Total			\$676.82
Payments/Credits			\$0.00
Balance Due			\$676.82

PINE RIDGE CDD

LIFEGUARDS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
31.48	Lifeguards	\$ 21.50	\$ 676.82
	Covers March 2025		
	GL # 330.572.3420		
	TOTAL DUE:		<u>\$ 676.82</u>

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR MARCH 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/15/25	5.98	S.M.	Lifeguard
3/15/25	5.98	K.N.	Lifeguard
3/22/25	5.77	S.M.	Lifeguard
3/22/25	5.75	K.N.	Lifeguard
3/23/25	4	S.M.	Lifeguard
3/23/25	4	K.N.	Lifeguard
GRAND TOTAL	<u>31.48</u>		

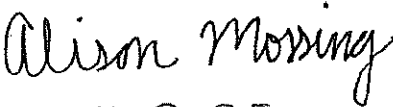
Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 557
Invoice Date: 4/1/2025
Due Date: 4/1/2025
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 - April 2025		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - April 2025		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - April 2025		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - April 2025		5,956.00	5,956.00
Pool Chemicals - Trichlor		87.45	87.45
<div><div>RECEIVED</div><div>APR 03 2025</div><div>BY: </div><div>4-3-25</div></div>			

Total	\$10,522.45
Payments/Credits	\$0.00
Balance Due	\$10,522.45

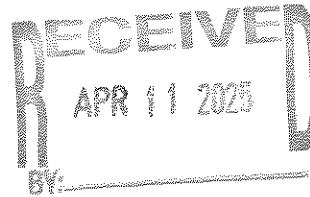
From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Re: rental refund
Date: April 11, 2025 at 12:00 AM
To: Pine Ridge Plantation prmgr@riversidemgtsvc.com
Cc: Todd Polvere tpolvere@gmsnf.com



Hi Maria,

Refund will be for \$75.00 as that is what I found. Todd please issue refund for that amount.

Thank you,
Bernadette Peregrino
District Accountant
475 West Town Place Ste 114
Saint Augustine, FL 32092
Tel and Fax: 904-239-5309
bperegrino@gmsnf.com



On Apr 10, 2025, at 7:51 PM, Pine Ridge Plantation <prmgr@riversidemgtsvc.com> wrote:

I am in need of a refund for Morgan Caruso. She had originally planned to do a clubhouse rental in May but has decided to go with other plans. The check would have been included in my March deposit summary, check #0002, Morgan T Caruso

Address is
4715 Pine Lake Drive
Middleburg, FL 32068

Thanks!

Maria

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

Invoice

Invoice #: 561
Invoice Date: 4/14/2025
Due Date: 4/14/2025
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Easter Event- 4/12/25 330.57200.60100		2,892.34	2,892.34
<div>RECEIVED APR 14 2025 BY: _____</div>			

Total \$2,892.34

Payments/Credits \$0.00

Balance Due \$2,892.34

4/14/25
CA

Pine Ridge Plantation

GL#330-57200-60100

Easter Event

4/12/25

Total Expenses	Actual
District Checks	\$5,892.34
TOTAL EXPENSES DUE	\$3,000.00
	\$2,892.34

Site	Actual
Set up and Site Management	
Site Staff	
Mileage	
Totals	\$0.00

Entertainment/Arts & Crafts	Actual
Totals	\$0.00

Food/Beverages/Supplies	Actual
prizes for baskets	\$525.18
candy for filling eggs	\$1,737.54
Eggs for egg hunts	\$629.62
Totals	\$2,892.34

DISTRICT CHECK	AMOUNT
Payable To: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Jax Carriage Co	\$3,000.00
Totals	\$3,000.00

4/14/25
DPA



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32260-0323
904-365-6100 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
PO Box 600323
Jacksonville, FL 32260-0323
904-355-5300

Service Slip/Invoice

INVOICE: 620537023
DATE: 04/08/2025
ORDER: 620537023

Bill To: [347869]
Pineridge Plantation
Maria Cranford
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

Account: [347869] 904-291-8878
Pineridge Plantation
Maria Cranford
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

Work Date	Time	Target Pest	Technician	Time In
04/08/2025	11:42 AM	GHP		11:42 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	04/08/2025		12:15 PM

Service	Description	Price
---------	-------------	-------

CPCO

Commercial Pest Control - Quarterly Service

\$120.94

SUBTOTAL	\$120.94
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$120.94

AMOUNT DUE \$120.94

General Facility Maintenance
1.330.57200.46000
4/10/25

RECEIVED
APR 10 2025
BY: _____

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

Notwithstanding to whom bills are rendered, the undersigned hereby agrees to pay to the undersigned the amount of any bills rendered by the undersigned within the time specified and until payment in full is received by the undersigned.

The undersigned hereby agrees to pay to the undersigned the amount of any bills rendered by the undersigned within the time specified and until payment in full is received by the undersigned.

PLEASE PAY FROM THIS INVOICE



Print

Pre-payment Deposit Invoice

Pine Ridge Plantation
Attn: Maria Cranford
4200 pine ridge plantation parkway
Middleburg, FL US 32068
9042918878

Invoice Number: KSM57FTAB10825

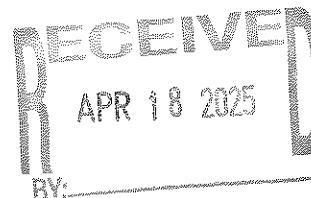
Invoice Date: Fri Apr 18 13:06:57 EDT 2025

User Name: prplantation

Terms: Due upon receipt

Next Billing Date: May 18, 2025

Contingency
1.330.57200.49000
4/18/25



Description	Amount
Constant Contact - Email	\$374.40
Prepay for 40% Off	
Estimated Tax	\$0.00

AMOUNT DUE: \$374.40

Please make checks payable in **USD funds** to *Constant Contact, Inc.* noting your **Invoice Number** or **Constant Contact User Name** on the check.

Constant Contact, Inc. is a corporation with a Federal Tax ID number of: 04-3285398.

Note:

1. Payments under a prepayment plan are non-refundable deposits on account with Constant Contact that will be used to settle future monthly invoices.
2. Pre-payment amounts are estimated based on your current selection of services and may not be sufficient to last the discount period you choose.
3. Actual charges and discounts will be calculated at the time of your monthly invoice based on products and add-on services to which you subscribe and related usage.
4. When your prepayment runs out we'll attempt to charge your account under the same prepayment terms. If we are not able to, we'll convert your account to a standard monthly payment plan.

Billing questions? Contact Support

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

Please detach and return the following portion with your check payment.

✂
Detach and return this portion

Invoice Number: KSM57FTAB10825

Invoice Date: Fri Apr 18 13:06:57 EDT 2025

User Name: prplantation

Terms: Due upon receipt

Billing Address: Pine Ridge Plantation
Maria Cranford
4200 pine ridge plantation parkway
Middleburg , FL US 32068
9042918878

Payment Plan: Prepay for 40% Off

Services: Constant Contact - Email
()

\$374.40

Estimated Tax

\$0.00

AMOUNT DUE:

Please send check to:
Constant Contact, Inc.
Attn: Accounts Receivable
1601 Trapelo Road
Waltham, MA 02451

Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

Invoice

Date	Invoice #
4/15/2025	5

Bill To
Pine Ridge Plantation CDD C/O GMS

Terms	Due Date
Net 30	5/15/2025

Description	Amount
Amortization Schedule Series 2020A-1 5-1-25 Prepay \$5,000	100.00
Amortization Schedule Series 2020A-2 5-1-25 Prepay \$5,000	100.00
<div>RECEIVED APR 16 2025 BY: _____</div>	

Total	\$200.00
Payments/Credits	\$0.00
Balance Due	\$200.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

[illegible]

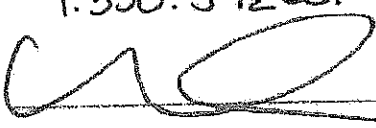
Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 560
Invoice Date: 4/11/2025
Due Date: 4/11/2025
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 March 1 - March 31, 2025	55.57	40.00	2,222.80
Maintenance Supplies		304.04	304.04
• Grounds Repair & Maintenance \$1,111.40 1.320.53800.46000			
• General Facility Maintenance \$1,111.40 1.330.57200.46000			
• Office Supplies \$46.29 1.330.57200.51000			
• Janitorial Supplies - \$75.10 1.330.57200.46201			
• Amenity Repairs & Replacements 182.65 1.330.57200.46100			
 4/14/25			
Total			\$2,526.84
Payments/Credits			\$0.00
Balance Due			\$2,526.84



Alison Moring
4-17-25

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

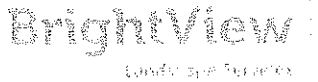
<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/3/25	3	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
3/4/25	8	A.A.	Cleaned area between tennis courts and the next road wood, board, steel beams and bottles, raked mulch in playground, straightened and organized furniture on pool deck, blew leaves and debris off breezeway, covered area and pool deck, removed debris from tennis courts, basketball courts and around playground, checked and changed trash receptacles
3/5/25	3.02	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
3/10/25	3.12	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
3/11/25	6	A.A.	Repaired garbage can cover in tennis courts, removed gum from court, straightened and organized pool deck furniture, removed debris from breezeway and pool deck, cleared leaves and rocks from basketball and tennis courts, disposed of leaves
3/12/25	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
3/17/25	3.18	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
3/18/25	7	A.A.	Raked mulch in park under swings on playground, removed spiderwebs from breezeway and covered area ceiling, blew leaves and debris off pool deck, breezeway and front walkway, straightened and organized furniture on pool deck, removed debris on pool deck, basketball and tennis courts, blew leaves and debris off pickleball nets and secured screen to fence
3/19/25	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
3/24/25	3.03	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
3/25/25	7	A.A.	Painted bench in playground, moved mulch to cover areas under swings, secured screens at courts, straightened and organized pool furniture, removed debris from pool deck and courts, blew leaves and debris off common areas, basketball courts and tennis courts
3/26/25	3.1	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
3/31/25	3.12	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
TOTAL	<u><u>55.57</u></u>		
MILES	<u><u>0</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 4/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	2/27/25	Toilet Paper	39.39	M.C.
	2/27/25	Airwick 9ct	20.44	M.C.
	2/27/25	Paper Towels	35.72	M.C.
	2/28/25	Epson Colored Printer Ink	46.29	M.C.
	3/4/25	Ryoni Rebuild Kit	24.71	M.C.
	3/10/25	4-5/8 Double Bolt Snap (2)	27.53	M.C.
	3/18/25	Behr 116oz Paint	51.73	M.C.
	3/18/25	Wasp & Hornet Spray 2pk (6)	48.09	M.C.
	3/18/25	Corner Base 4pk	3.99	M.C.
	3/18/25	Sheet Metal	1.59	M.C.
	3/18/25	Key	4.57	M.C.
		TOTAL	<u>\$304.04</u>	


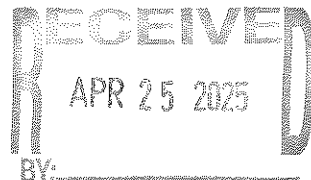
INVOICE



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

Customer #: 24488830
Invoice #: 9326030
Invoice Date: 4/24/2025
Sales Order: 8612248
Cust PO #:

Project Name: Soil ahead of 2025 Spring annuals
Project Description: Soil ahead of Spring annuals

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Nutrient soil refresh for annual beds.	1.000	EA	322.45	322.45
<div>Grounds Repair & maintenance</div> <div>1.320.53800.46000</div> <div> 4/25/25</div> <div></div>					
Total Invoice Amount					322.45
Taxable Amount					
Tax Amount					
Balance Due					322.45

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 #: 9326030
Invoice Date: 4/24/2025

Amount Due: \$ 322.45

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

BrightView

Landscape Services

INVOICE

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

Customer #: 24488830
Invoice #: 9328636
Invoice Date: 5/1/2025
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For May <i>Landscape Maintenance</i> <i>1/3/20 55700 4/6/2025</i> <i>2/2/2025 4/28/25</i>	13,495.67
RECEIVED APR 28 2025 BY: _____		
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 #: 9328636
Invoice Date: 5/1/2025

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

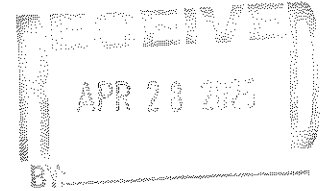
BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Michael Layne

CCSO OFF-DUTY INVOICE

INVOICE DATE
APRIL 2025

Amenity, Monitoring
130.572.00 3/18/25
3/24/25



TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
04/12/2025	Amenity center checked, neighborhood patrol, citizen contact, amenity center checked, neighborhood patrol, amenity center checked.	2145/0145	4	\$50.00	\$200.00
04/25/2025	Amenity center checked, neighborhood patrol, amenity center checked, motorist assist, citizen contact, neighborhood patrol, amenity center checked.	2030/0030	4	\$50.00	\$200.00
DEPUTY SIGNATURE:	<i>Michael C. Layne</i>				\$400.00
	Total				

Make all checks payable to Michael Layne

Thank you for your business!



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

Invoice

Date
Invoice#

5/1/2025
131295628353

Terms	Net 20
Due Date	5/21/2025
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

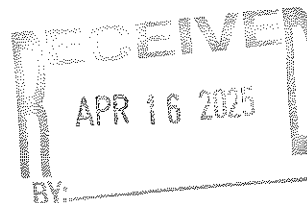
Amount Paid/Credit Applied \$0.00

Balance Due \$1,669.21

[Click Here to Pay Now](#)



Pool Chemicals
1:330, 57200.46500
C [Signature] 4/16/25



131295628353

MAKE CHECK PAYABLE TO:



Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER: _____ EXP. DATE: _____
SIGNATURE: _____ EXPIRATION DATE: _____

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
719342	5/1/2025	\$875.00

The Lake Doctors
Post Office Box 162134
Altamonte Springs, FL 32716

0000000007540600100000002709290000008750022

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 5/11/2025 Invoice 270929B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
5/1/2025	Water Management - Monthly		\$875.00	\$0.00	\$875.00

Please remit payment for this month's invoice.

Lake maintenance
1.320.53800.46400

5/2/25

RECEIVED
MAY 02 2025

BY: _____

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

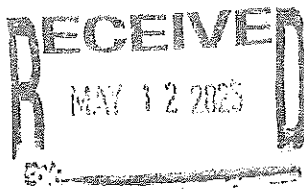
Customer #: 719342
Portal Registration #: 26CE8D2B
Customer E-mail(s): prmgr@riversidemgtsvc.com
Customer Portal Link: www.lakedoctors.com/contact-us/

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



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



INVOICE

Invoice Number: 2025-297268
Invoice Date: 5/8/2025
Due Date: 6/7/2025

BILL TO

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

Advertiser

Pine Ridge Plantation C.D.D.

Customer ID

19912

Invoice Notes	PO #	Pub.	Issue	Year	AdTitle	Ad Size	Color	Ad Inch	Net
Legal # 144920	Notice of Meeting May 20, 2025	CT - Clay Today	May 8	2025		Column Inch	Black & White	4.2000	\$44.10
Total:									\$44.10

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:

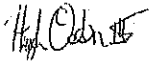
Before the undersigned authority personally appeared
Hugh Osteren, who on oath says that he is the publisher of
the "Clay Today" a newspaper published weekly at Fleming
Island in Clay County, Florida; that the attached copy of
advertisement
Being a Pine Ridge Plantation CDD/ Notice of
Meeting

In the matter of May 20, 2025

LEGAL: 144928

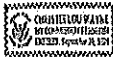
Was published in said newspaper in the issues:
5/8/2025

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 preceding 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 05/08/2025

Christie Lou Wayne



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32063
Telephone (904) 264-3200
FAX (904) 264-3285
E-Mail: legal@claytodayonline.com
Christie Wayne clusie@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, May 20, 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 32092 (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 accommodations
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 those 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 Giles
District Manager
Legal 144928 Published 5/8/2025 in Clay
County's Clay Today newspaper

Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 270
Invoice Date: 5/1/25
Due Date: 5/1/25
Case:
P.O. Number:

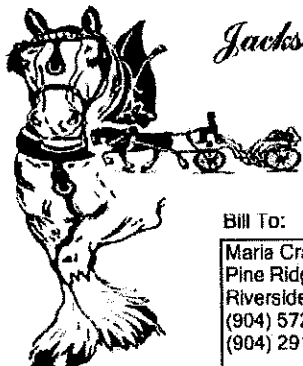
Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - May 2025		4,572.17	4,572.17
Website Administration - May 2025		106.00	106.00
Information Technology - May 2025		141.33	141.33
Dissemination Agent Services - May 2025		463.75	463.75
Office Supplies		0.51	0.51
Postage		12.29	12.29
Copies		17.85	17.85
Telephone		15.94	15.94

RECEIVED
MAY 07 2025
BY: _____

Total	\$5,329.84
Payments/Credits	\$0.00
Balance Due	\$5,329.84



Jacksonville Carriage Co LLC

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

Invoice

Number: 20252970

Date: 5/4/2025

Bill To:

Maria Cranford
Pine Ridge Plantation Amenity 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@riversidemgtsvc.com		Bieni Boyce

Date	Service ID	Description	Quantity	Price	Amount
12/13/2025	HayRide	Horse-drawn Haywagon Rides			
	Time	5:00pm - 8:00pm			
	Deposit	Please remit a Non-Refundable deposit to reserve us. Bad weather rescheduling must be done by 12/12/2025 or balance is due.		\$900.00	\$900.00
	Balance	Balance due on arrival.		\$900.00	\$900.00
<p>Please review this invoice to ensure it accurately reflects our agreement. Add 4% for payments by credit card.</p> <p><i>Thank You for your business!</i> Bieni@JaxCarriage.Com</p>					

Total \$1,800.00

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.

Pay in Full
please and thank
you!!!

Special Events
1. 330.57200.60100
5/5/25

RECEIVED
MAY 05 2025
BY: _____

Project Manager Alex Acree

Matthews | **DCCM**

Governmental Management Services
Marilee Giles
475 West Town Place
St. Augustine, FL 32092

Engineering - Architecture - Planning - Surveying

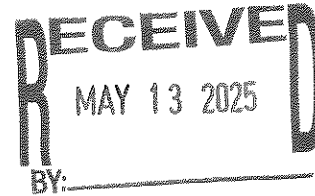
May 13, 2025

Invoice # 193218

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
- Site Inspection to Detail Pond Erosion
- Prepare Plan for Erosion Repairs
- CDD Meeting



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 April 30, 2025

Phase 0001 Engineering Services

	Hours	Rate	Amount	
Sr. Construction Inspector	6.25	210.00	1,312.50	
CAD Designer III	9.00	150.00	1,350.00	
Total Labor				2,662.50
			Total Due:	2,662.50

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	2,662.50	5,510.00	8,172.50
Expense	0.00	143.31	143.31
Unit	0.00	9.38	9.38
Totals	2,662.50	5,662.69	8,325.19

7 Welde Street, St. Augustine, FL 32084 | 904.826.1334 | www.matthews.dccm.com

LICENSE #26535, LB8590, LA666877

Invoices are due upon receipt.

Prompt payments are critical to keeping your project on schedule. Payments not received within 30 days of the invoice date are considered past due and all work and submittals will be placed on hold until payment is received along with finance charges of 18% annual accrued. We appreciate your business and cooperation with timely payments.

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

Invoice

Invoice #: 562
Invoice Date: 5/1/2025
Due Date: 5/1/2025
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 - May 2025		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - May 2025		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - May 2025		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - May 2025		5,956.00	5,956.00
Pool Chemicals - Trichlor		122.43	122.43
Pool Chemicals - Tile Soap		36.66	36.66
Pool Leaf Skimmer Net		38.48	38.48
<div><div>RECEIVED</div><div>MAY 07 2025</div><div>BY: _____</div><div><i>Alison Moring</i></div><div>5-7-25</div></div>			

Total	\$10,632.57
Payments/Credits	\$0.00
Balance Due	\$10,632.57

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 # 4226

DATE 02/17/2025

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

We accept ACH and check payments.

Checks can be mailed to:

PO Box 102 Farmington MO 63640

EFT information:

Bank Name: Bank of Missouri

ABA/Routing #: 081903867

Beneficiary Account #: 810054254

Beneficiary Name: Dale Cooper LLC dba Safe Slide Restoration

Beneficiary Address: PO Box 102, Farmington MO 63640

Amenity Repair & Replacements

1.330.57200.46100

 2/18/25

RECEIVED
MAY 12 2025
BY: _____

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

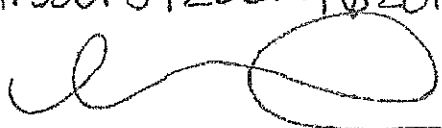
Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

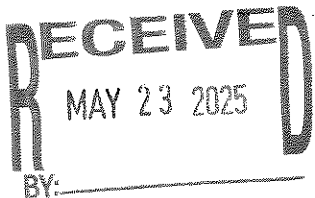
Invoice #: 563
Invoice Date: 5/16/2025
Due Date: 5/16/2025
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance April 1 - April 30, 2025	63.36	40.00	2,534.40
Maintenance Supplies		663.21	663.21
• Grounds Repair & Maintenance \$534.40 1.320.53800.46000			
• General Facility maintenance - \$2000.00 1.330.57200.46000			
• Office Supplies - \$92.54 1.330.57200.51000			
• Amenity Repairs & Replacements - \$257.42 1.330.57200.46100			
• Janitorial Supplies - \$313.25 1.330.57200.46201			
 5/18/25			
Total			\$3,197.61
Payments/Credits			\$0.00
Balance Due			\$3,197.61

Alison Moring
5-23-25



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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/1/25	7	A.A.	Painted swing set, raked mulch under swings and playground, removed debris from basketball courts and tennis courts, blew leaves and debris off pool deck, breezeway, basketball courts, tennis courts and walkways, straightened and organized pool deck furniture
4/2/25	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
4/7/25	3.07	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
4/8/25	5.5	A.A.	Cleaned barbeque, straightened and organized pool deck furniture, blew leaves and debris from breezeways, pool deck and sidewalks, removed debris from basketball courts, tennis courts, parking lot, breezeway and pool deck
4/9/25	3.03	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
4/14/25	2.98	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
4/15/25	7	A.A.	Painted bench in playground area, installed new drywall in gym, removed old drywall that was broken, moved damaged chairs to pool pack, raked mulch under all playground areas, blew leaves and debris from covered area, pool deck and front side walk, removed debris around pool deck, pickleball and tennis courts, straightened and organized pool deck furniture
4/16/25	3.33	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
4/21/25	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
4/22/25	8	A.A.	Repaired drywall in gym, cleaned up around dumpster, removed spider webs from breezeway and behind amenity center, raked mulch in playground area, cleaned grills, fixes pavers in splash area that had sunk, blew leaves and debris from pool deck and breezeway, removed debris at basketball courts, tennis courts, playground and area in between
4/23/25	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
4/28/25	3.13	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
4/29/25	8	A.A.	Pressure washed breezeway and covered area, straightened and organized pool deck furniture, removed debris around pool, basketball courts, tennis courts, playground, parking lot and sidewalks
4/30/25	3.32	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
TOTAL	<u><u>63.36</u></u>		
MILES	<u><u>0</u></u>		

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

Period Ending 5/05/25

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR				
PINE RIDGE				
	3/28/25	Toilet Paper (3)	109.68	M.C.
	3/28/25	Trash Bags (2)	53.85	M.C.
	3/28/25	Paper Towels	34.49	M.C.
	4/8/25	Drywall Repair Panel	8.41	M.C.
	4/8/25	1-1/4 Drywall Screw	6.87	M.C.
	4/8/25	Joint Tape	3.43	M.C.
	4/8/25	All Purpose Ready Mix	6.19	M.C.
	4/9/25	Gym Wipes 4pk	103.20	M.C.
	4/9/25	1/8" Drill Bit Set	13.04	M.C.
	4/9/25	Shop Vac Filters 2pk	28.42	M.C.
	4/9/25	Trifold Paper Towels 16pk	46.29	M.C.
	4/17/25	Epson Color Printer Ink	92.58	M.C.
	4/18/25	Combo Locks (2)	31.69	M.C.
	4/18/25	Rubber Mallet	8.02	M.C.
	4/18/25	Level	4.57	M.C.
	4/18/25	Shower Curtain	22.98	M.C.
	4/18/25	Leveling Sand (3)	20.60	M.C.
	5/3/25	42 Gallon Contractor Bags 50ct (2)	68.93	M.C.
		TOTAL	\$663.21	

Treeco

PO Box 3247

Saint Augustine, FL 32085 US

info@treeco.fl.com



TREECO

LEADERS IN THE INDUSTRY

INVOICE

Bill To:

Maria

Pine Ridge Plantation

Invoice #

11122

Date

05/20/2025

Terms

Net 15

Due Date

06/04/2025


DATE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
05/20/2025	Sales 1623 Night Owl Trail Middleburg, Florida 32068	1	800.00	800.00

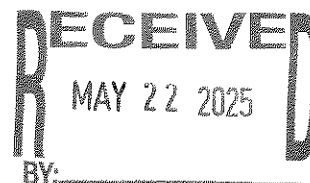
Remove one leaning dead tree behind the home because it's exposed to the community will need to cut up and place in the preserve where it can't be seen.

\$800.00

Grounds Repair & Maintenance

1.320.53800.46000

 5/22/25



Treeco

PO Box 3247

Saint Augustine, FL 32085 US

info@treecoil.com



INVOICE

TO:

Maria
Pine Ridge Plantation

INVOICE # 11123
DATE 05/20/2025
TERMS Net 15
DUE DATE 06/04/2025

DATE	DESCRIPTION	QTY	PRICE	TOTAL
05/20/2025	Sales 1623 Night Owl Trail Middleburg, Florida 32068 Remove 2 larger dead/dying pine trees located in the preserve. Leave debris in the preserve.	1	1,200.00	1,200.00

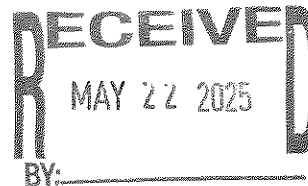
TOTAL DUE

\$1,200.00

Grounds Repair & Maintenance

1.320.53806.46006

 5/22/25



Treeco

PO Box 3247

Saint Augustine, FL 32085 US

info@treecoil.com



INVOICE

SENT TO:

Maria

Pine Ridge Plantation

ORDER#

11124

DATE

05/20/2025

TERMS

Net 15

CLIENT

06/04/2025

DATE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
05/20/2025	Sales 1651 Night Owl Trail Middleburg, Florida 32068	1	1,000.00	1,000.00

Cut back vines and brush overhanging fence line. Provide approximately 2' of clearance behind the fence to prevent vines and brush from growing back over fence.


Clear overhang from trees, behind the fence up to approximately 14' to prevent from growing into fence.

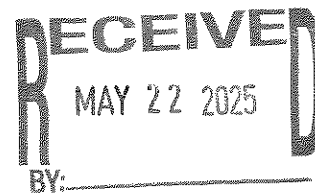
TOTAL DUE:

\$1,000.00

Gravels Repair & Maintenance

1.320.53800.46000

 5/22/25



Treeco

PO Box 3247
Saint Augustine, FL 32085 US
info@treecoil.com



INVOICE

TO: Maria
Pine Ridge Plantation

INVOICE 11125
DATE 05/20/2025
TERMS Net 15
DUE DATE 06/04/2025


DATE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
05/20/2025	Sales 1784 Foggy Day Drive Middleburg, Florida 32068 Remove one dead pine tree located in the back of the home leave debris in preserve.	1	400.00	400.00

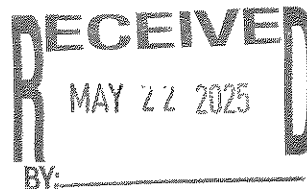
TOTAL DUE

\$400.00

Grounds Repair & Maintenance

1.320.53806.46000

 5/22/25



CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/27/25	00080	5/22/25 W2089512	202505 320-53800-61000	RPLC LENEL BOARD	*	7,290.00	
CONVERGINT TECHNOLOGIES LLC							7,290.00 000079
TOTAL FOR BANK B						7,290.00	
TOTAL FOR REGISTER						7,290.00	



Invoice

PLEASE Remit To: **CONVERGINT TECHNOLOGIES LLC**
35257 EAGLE WAY
CHICAGO, IL 60678-1352

Invoice	W2089512
Invoice Date	05/22/25
Payment Terms	NET DUE UPON RECEIPT
Customer Code	1015876
Customer P.O. #	
Current Due	\$ 7,290.00

** Include invoice # or customer code on check or send to:
achremit@convergent.com

Bill to:

GMS
475 W Town Pl
Ste114RidgewoodTrailsCDDc/oGMS
St Augustine, FL 32092

Ship To / Work Site:

Pine Ridge CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068

Remarks: Pine Ridge CDD WO# W2089512

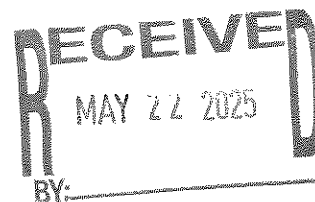
Quantity	Description	Unit Price	Extension
1.000	QUOTED WORK PERFORMED	7,290.00	7,290.00
		Total:	\$ 7,290.00

Problem Description: replace an older model Lenel board, to get the software support current, and to upgrade the software to the latest version

Solution: 4-8-25 Upgraded system software. -SB 5-2-25 Completed board swap and programming. -SB

Thank you for your business!

Capital Repairs/Replacements
2.320.53800.61000
5/22/25



For questions about this invoice, contact your local Convergent office at (877) 881 - 7724
You can pay your invoice online at: www.convergent.com/invoice Note 2.3% surcharge for CC payments
Convergent is an Equal Opportunity/Affirmative Action Employer who is committed to workforce diversity. M/F/D/V.

CYBER CRIME AWARENESS: WE WILL NOT ASK YOU TO CHANGE CONVERGINT REMIT-TO ADDRESS OR BANKING INFORMATION VIA EMAIL
Print Date: 05/22/25