

**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

Jerry Ritchie

Nelson Nazario

Chairman

Vice Chairman

Supervisor

Also, present were:

Marilee Giles

Wes Haber *by phone*

Jay Soriano

Karen Fisher

District Manager

District Counsel

GMS

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

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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.

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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.

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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.

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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.

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NINTH ORDER OF BUSINESS

Adjournment

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

Signed by:

Marilee Giles

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Secretary / Assistant Secretary

Signed by:

Matthew Biagetti

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Chairman / Vice Chairman