

**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, **July 22, 2025** at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jerry Ritchie	Vice Chairman
Nelson Nazario	Assistant Secretary
Jeff Lewis	Assistant Secretary
Jack Montoya	Assistant Secretary

Also, present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Jay Soriano	GMS
Maria Cranford	GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. Five 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 commented on items not related to agenda items.

Resident commented about oversight for GMS staff.

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THIRD ORDER OF BUSINESS**Consideration of Proposals****A. Proposals for Additional Cameras**

Mr. Soriano discussed the need for security and potential location of cameras. He added comments about the additional cameras with the new company adding four cameras with annual costs. He discussed what was included in the proposals, costs, additions to what is already in place, warranties, issues, usage, monitoring, other security companies were not interested,

Ms. Giles noted many items cannot be discussed due to security issues. After Board discussion, staff was directed to draft an agreement with Web Watch Dogs.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, the Proposal from Web Watch Dogs for Cameras totaling \$24,100, was approved.

B. Brightview Enhancement Plan

Ms. Giles stated that the Brightview Enhancement Plan has been on the agenda for several months. Mr. Nazario made comments on the bushes, trees, Spanish moss, need for small trees, and other issues. Mr. Soriano noted some of this was not in the contract. The Board made comments on concerns with costs, need a good plan, rose bushes, the desire for other plants with color, and plants turning brown. Other comments were made on the transplanting process.

There was Board direction to remove this item from the agenda, and for staff to follow-up on the bushes and the area identified by the Chair.

FOURTH ORDER OF BUSINESS**Fiscal Year 2026 Budget****A. Overview of Budget**

Ms. Giles stated she would provide a broad overview of the Fiscal Year 2026 budget that was in the agenda package for Board review. Ms. Giles reviewed the general fund, O&M, narratives provided, debt service, Capital Reserve Fund, and Reserve Study.

Ms. Giles reviewed the 2025 assessments compared the 2026 assessments noting a 7% increase for the residents of Pine Ridge which total \$82 per year. She discussed the different line items. She noted the Board had previously approved the proposed budget at the last meeting.

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B. Public Hearing to Consider the Adoption of the Fiscal Year 2026 Budget

Mr. Haber provided an overview of the Fiscal Year 2026 budget for adoption. He stated this resolution will formally adopt the budget.

Ms. Giles asked for a motion to open the public hearing.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles asked for public comments.

Public comments were made on page 1 and the reason for the basic cost of living increases. The increases were explained.

Public comment was made on expenditures. The capital outlay was discussed. Ms. Giles explained special projects completed and the general fund and the capital outlay reserve study. Ms. Giles explained this is used as a tool and serves the District for a 30-year period. They further discussed 2027 projects for comparison. Ms. Giles noted this District is doing very well.

Public comment was made on the increase in the budget. Ms. Giles reviewed the line-items with increases and explained the increase.

Public comment questioned if the GMS cost was the reason for the increase. An explanation of the budget process was further discussed.

Public comment was asked on debt service and O&M. Mr. Haber provided an explanation.

Public comment included question about security cameras, law enforcement, patrolling, contracts and other security concerns. Ms. Giles provided her contact information and would follow up.

Ms. Giles asked for a motion to close the public hearing.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Closing the Public Hearing, was approved.

C. Consideration of Resolution 2025-03, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Mr. Haber stated this section is for the annual appropriations. Ms. Giles opened up the meeting for Board discussion.

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A Board member asked about other District's increases. Ms. Giles explained how to lower the increase by using surplus funds. Mr. Soriano explained capital. After Board discussion, no changes were made to the Fiscal Year 2026 budget.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, Resolution 2025-03, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026, was approved.

D. Consideration of Resolution 2025-04, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026

Mr. Haber stated this resolution will certify the assessment roll for the taxes.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Resolution 2025-04, Imposing Special Assessment and Certifying an Assessments Roll for Fiscal Year 2026, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing additional to report.

B. District Manager – Discussion of Fiscal Year 2026 Meeting Schedule

Ms. Giles stated the current meeting schedule is for third Tuesday of the month at 6:00 p.m. at this location. The only holiday conflict for 2026-2027 is St. Patrick's Day. The Board has no concerns with that holiday.

On MOTION by Mr. Lewis, seconded by Mr. Montoya, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

C. Engineer

Ms. Giles noted that the engineer was not in attendance. Mr. Soriano provided updates on the pond and drainage easement issues. He added there was clarification from the homeowner and yard repair. He discussed cost, erosion issues, and specific steps made.

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Mr. Soriano made further comments on lights and other water concerns. Board member asked when he would be able to get this problem fixed. Mr. Soriano stated it is mostly complete. He made further comments on switches.

D. Amenity & Operations Manager

1. Landscape Quality Inspection Report

2. Report

Ms. Cranford reviewed the Operations Report to include the rules/policies for the amenity center. She discussed the adjustments to add the splash pad, courts, and other additions. Ms. Giles suggested to send an E-blast to the community.

Ms. Cranford continued with updates on refresh of the monument signs, routine checks, repairs made, and signs. She explained items in progress to include quotes for lounge chairs, straps, sign companies, and updates on new flowers. Requirements, permits and security issues were discussed. She reviewed upcoming events and rentals.

SIXTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

Resident commented on signs and options.

Resident asked who is responsible for roads and sidewalks. He commented on having sand and grass torn up. Mr. Soriano provided updates.

Comments were made on budget line-item costs for GMS Management and CCSO off duty services and security.

Comment was made on Charter Schools. Ms. Giles stated they had addressed this issue and there was nothing owed to the District. The District was reimbursed.

Resident commented on alternatives to camera system, footage, and liability.

Resident commented on Brightview dumping near pond off Buggy Whip Trail.

Resident informed the Board that the lap pull-down machine is having issues.

Resident requested that they look into replacing the U.S. flag.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the May 20, 2025 Meeting

Ms. Giles presented the minutes from the May 20, 2025 meeting and asked for any comments, corrections, or changes. The Board had no revisions.

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On MOTION by Mr. Montoya, seconded by Mr. Nazario, with all in favor, the Minutes of the May 20, 2025 Meeting, were approved.

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

Ms. Giles presented the balance sheet and income statement for the period ending May 31st.

C. Assessment Receipts Schedule

Ms. Giles noted the Assessment Receipts Schedule shows the District is 100% collected.

D. Approval of Check Register

Ms. Giles presented the check registers for April and May in the amount of \$109,959.16.

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

EIGHTH ORDER OF BUSINESS

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

Ms. Giles stated the next meeting is scheduled for September 16, 2025 at 6:00 p.m. at the same location. She will have goals and objectives for this agenda.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, 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