



Rizzetta & Company

River Glen Community Development District

**Board of Supervisors' Meeting
February 15, 2024**

**District Office:
2806 N. Fifth Street
Unit 403
St. Augustine, FL 32084**

www.riverglencdd.org

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

River Glen Amenity Center, 65084 River Glen Parkway, Yulee, Florida 32097

www.riverglencdd.org

Board of Supervisors	Charles Moore Steven Bryant Steve Nix Kimberly Gershowitz Debra Jones	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Katie Buchanan	Kutak Rock, LLP
District Engineer	Dan McCranie	McCranie & Associates

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop 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 the appeal is to be based.

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.riverglencdd.org

Board of Supervisors
River Glen Community
Development District

February 7, 2024

AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the River Glen Community Development District will be held on **February 15, 2024 at 2:00 p.m.** at the River Glen Amenity Center, located at 65084 River Glen Parkway, Yulee, Florida 32097. Following is the agenda for the meeting.

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held November 16, 2023 Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for October, November & December 2023..... Tab 2
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Inspection Report Tab 3
 - D. Landscape and Irrigation Report..... Tab 4
 1. Brightview Landscape Report
 2. Consideration of Enhancement Proposals
 - E. Amenity Manager Report Tab 5
 1. Discussion Regarding Kayak Launch
 - F. District Manager
 1. Solitude Report Tab 6
5. **BUSINESS ITEMS – PART A**
 - A. Consideration of Resolution 2024-01; Conducting the General Election Tab 7
 - B. Consideration of Pressure Washing Proposals..... Tab 8
 - C. Consideration of Treadmill Removal & Replacement Proposals..... Tab 9
 - D. Ratification of Insurance Endorsement Adding Kayak Area Property..... Tab 10
 - E. Review of HOA Request (under separate cover)
6. **SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
7. **BUSINESS ITEMS – PART B**
 - A. Discussion Regarding Off Duty Deputies
**Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.071(3) of the Florida Statutes.*
8. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,
Lesley Gallagher
Lesley Gallagher

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.

**RIVER GLEN
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of River Glen Community Development District was held on **Thursday, November 16, 2023 at 2:00 p.m.** at the River Glen Amenity Center, located at 65084 River Glen Parkway, Yulee, Florida 32097. The following is the agenda for the meeting.

Present and constituting a quorum:

Charles Moore	Board Supervisor, Chairman
Kimberly Gershowitz	Board Supervisor, Assistant Secretary
Debra Jones	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Kyle Magee	District Counsel, Kutak Rock, LLP <i>(via speakerphone)</i>
Dan McCranie	District Engineer, McCranie Engineers <i>(via speakerphone)</i>
Bryan Schaub	Landscape Specialist, Rizzetta & Company, Inc. <i>(via speakerphone)</i>
Tony Shiver	President, First Coast CMS
David Comer	First Coast CMS
Rodney Hicks	BrightView Landscape

Audience members present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 2:01 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Audience comments were heard on the following:

Kayak launch and restroom code, speed bumps/humps and opposition to these, speed limits, kids on golf carts, speed being subjective, street width phase 2.

46 **THIRD ORDER OF BUSINESS**

**Consideration of the Board of
Supervisors' Meeting Minutes held on
September 21, 2023**

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On a motion by Mr. Moore, seconded by Ms. Gershowtiz, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting September 21, 2023, for River Glen Community Development District.

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51 **FOURTH ORDER OF BUSINESS**

**Ratification of Operation and Maintenance
Expenditures for September 2023**

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On a motion by Mr. Moore, seconded by Ms. Gershowitz, with all in favor, the Board ratified the Operation and Maintenance Expenditures for September 2023 in the amount of \$55,904.67, for River Glen Community Development District.

54
55 **FIFTH ORDER OF BUSINESS**

**Acceptance of Annual Audit Report – Fiscal
Year Ending September 2022**

56
57
58 Ms. Gallagher reviewed that this was a clean audit, no findings.

59
On a motion by Mr. Moore, seconded by Ms. Jones, with all in favor, the Board accepted the Annual Audit Report – Fiscal Year Ending September 2022, for River Glen Community Development District.

60
61 **SIXTH ORDER OF BUSINESS**

Staff Reports

62
63 A. District Counsel

64 Mr. Magee updated the Board that at the last meeting there were some questions
65 regarding the liability involved with the CDD becoming a golf cart designated
66 community. Upon further review with the County, the golf cart operator pays the
67 County a \$15.00 fee and assumes sole responsibility.

68 Ms. Gallagher will follow up with Egis, the District's Insurance agent to see if they
69 have any feedback and if there are no concerns on their end and this would not
70 negatively impact the insurance premium, the Board authorized Mr. Magee to
71 look into the golf cart designation further.

72
73
74 B. District Engineer

75 Mr. Moore asked Mr. McCranie what the process is for lowering the speed limit.
76 Mr. McCranie noted that a traffic study would need to be requested first and that
77 he did not feel that lowering the speed limit would make an impact in his opinion.
78 He noted that typically the only way to slow people down is with law enforcement.
79

80 *The Board moved to agenda item 5D – Consideration of Proposal for Speed Bumps*

81
82 **SEVENTH ORDER OF BUSINESS** **Consideration of Proposal(s) for Speed**
83 **Bumps (under separate cover)**
84

85 Mr. McCranie noted that if residents wanted the Sheriff's Office to enforce speeding they could
86 attend a County Commissioners Meeting to request the County Commissioners direct the
87 Sheriff's Office to do so. He also noted other CDD's in Nassau County with CDD owned ROW
88 pay the Sheriff's for off duty services. If the Board would like to identify areas for speed humps,
89 Mr. McCranie noted that he could coordinate these locations and work with the County on
90 approval and emphasized that he does not recommend changing speed limit signs, but does
91 recommend enforcement.

92
93 Mr. Moore requested that two speed limit signs be added. Mr. McCranie said that they must be
94 a specific size and color and must be approved by the County. It was requested that these be
95 added at River Glen Parkway and Lagoon Forest going into the new phases.

96
97 The speed bump proposal was then tabled and a proposal was requested for off duty deputy
98 services.

99
100 *The Board moved back to agenda item 4C – Landscape Inspection Report*

101
102 **EIGHTH ORDER OF BUSINESS** **Landscape Inspection Report**
103

104 Mr. Schaub reviewed his report found under tab 4. It was noted that the playground mulch was
105 installed this week after BrightView identified an issue with a stuck rotor at the playground
106 causing an area to remain wet.

107
108 **NINTH ORDER OF BUSINESS** **Landscape and Irrigation Manager**
109

- 110 1. Brightview Landscape Report
111 Mr. Hicks reviewed report found under tab 5. It was requested that the dead
112 trees around the lift station in phase 2 be removed, the company that
113 installed them would not replace them under warranty since they are not
114 maintaining them. It was also requested that the front hedges be trimmed at
115 the entrance prior to the holiday decorations being installed.

116
117 Mr. Moore requested that the landscaped area near the model homes be
118 reviewed to see if this is CDD property that needs to be added to the scope
119 when models close.

- 120
121 2. Consideration of BrightView Enhancement Proposal(s)
122 After reviewing further, Mr. Hicks recommended tabling this item until the
123 drainage issues are resolved at the amenity facility.
124

125 The Board also approved replacing the plant material damaged by the
126 vehicle fire at the Lagoon Forest entrance and seek reimbursement.
127

128 The Board allowed an audience comment on what was the expected
129 amount of turnaround time for turf weeds after treatment. Mr. Hicks
130 explained that there was no definitive answer and it would depend on the
131 area noting some of the areas within the community cannot be treated due
132 to the level of weeds, treating would leave the area bare. He added that
133 areas that could be treated, he expected a minimum of 21 days for turn
134 around.
135

136 3. Ratification of Irrigation Repair
137

On a motion by Mr. Moore, seconded by Ms. Gershowitz, with all in favor, the Board ratified the BrightView Irrigation Repair Proposal in the amount of \$6,456.27, for River Glen Community Development District.

138 E. Amenity Manager Report
139

140 Mr. Shiver reviewed his report under tab 8. He noted that the restroom code for the
141 kayak area was E-Blasted out and he anticipates this will be changed quarterly. It
142 was requested that and update on the kayak area restroom code and who to
143 contact be posted on the CDD website for those who do not receive E-Blasts. The
144 need for trash cans at the kayak launch was noted. Mr. Shiver explained that trash
145 cans become dog waste stations and his staff cannot transport dog waste in their
146 vehicles. He suggested a company like Doody Daddy for trash can services.
147 Discussion ensued regarding the cost of heavy duty trash cans being
148 approximately \$400.00 each. The Board authorized staff to place two inexpensive
149 trash cans at the kayak launch for staff to service on a trial basis and review further
150 at the February meeting. Mr. Shiver also noted that the fire extinguishers were
151 certified, the rusted signs noted at the last meeting were replaced and that the
152 damage to the road where the vehicle fire occurred will require more than a patch
153 so he will need this to be completed by an outside vendor. He will obtain a
154 proposal. He also introduced Mr. Comer with First Coast CMS who will be assisting
155 the District by meeting with vendors and obtaining proposals as needed.
156

157 Mr. Moore requested an E-blast be sent reminding residents about not disturbing
158 the wetlands or conservation areas. Ms. Gallagher will forward Mr. Shiver
159 information previously used for this type of notice.
160

161 1. Discussion Regarding Kayak Launch

162 Mr. Shiver noted that there are no paper towels in the restrooms of the
163 kayak area to minimize vandalism. The board had no objection to this. He
164 also provided an update that he was able to secure the doors which will now
165 self-close.

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It was requested that a sign be posted to not disturb rocks.

There was no further direction provided for the kayak area, Mr. Shiver will provide an update at the next meeting.

F. District Manager

Ms. Gallagher reviewed that there was some damage to the turf on pond banks in the front phase due to over spraying by the aquatics company. They have reviewed this damage and requested that that the Board allow the dormant season to pass before they replace to see if the turf comes back since this was a herbicide and non-systemic. The Board had no objections. She also updated the Board that the resident that damaged the mailbox kiosk is making payments to reimburse the CDD for the damage and replacement expense of \$3,153.00 . The company handling the replacement has noted that the manufacturer has now noted a delay and the new box is not expected until sometime in December.

The September financials showed the district ended the fiscal year under budget.

The Department of Commerce invoices for the annual fee are being processed by the December 1st, 2023 due date and the Records Compliance Statements are also being processed prior to their December 31, 2023 due date.

1. Solitude Report
It was noted that all ponds are now under CDD maintenance.
2. Review of HOA Request
This item was tabled.

TENTH ORDER OF BUSINESS

Consideration of Proposal for Amenity Parking Lot Ballard Lights Repair

On a motion by Ms. Gershowtiz, seconded by Ms. Jones, with all in favor, the Board approved Johnny's AC Proposal in the amount of \$1,500.00 to Convert 10 Ballard Lights, for River Glen Community Development District.

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ELEVENTH ORDER OF BUSINESS

Ratification of Proposal for Amenity Center Chimney Repair

On a motion by Mr. Moore, seconded by Ms. Gershowtiz, with all in favor, the Board ratified the AllWeather Proposal for Chimney Repair in the amount of \$1,951.00, for River Glen Community Development District.

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TWELFTH ORDER OF BUSINESS

Consideration of Proposal for Bollards at Mail Kiosk (under separate cover)

On a motion by Mr. Moore, seconded by Ms. Gershowitz, with all in favor, the Board approved the AllWeather Proposal in the amount of \$1,485.00 for Installation of 2 PVC 4" Bollards at the Mail Kiosk (exhibit A), for River Glen Community Development District.

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THIRTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

Supervisors:

It was noted that the CDD does not communicate or monitor social media and that concerns or questions should be directed to the District Manager.

Audience:

Comments were heard regarding lending library, no soliciting, phase 2 landscape enhancements, proposed budget for Fiscal Year 2024/2025, community garden.

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FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Moore, seconded by Ms. Gershowitz, with all in favor, the Board adjourned the meeting at 3:54 p.m. for River Glen Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FL 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.RIVERGLENCDD.ORG

Operation and Maintenance Expenditures October 2023 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2023 through October 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$29,670.88**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
All Weather Contractors, Inc.	100189	168419	Remove & Install Bollards 09/23	\$ 880.00
BrightView Landscape Services, Inc.	100190	8623745	Irrigation Repairs 08/23	\$ 444.60
COMCAST	ACH	8495 74 401	Clubhouse/TV/Phone/Internet	\$ 286.00
First Coast Contract Maintenance Service, LLC	100186	0038261 10/23 ACH 7952	10/23 Management Services 10/23	\$ 4,887.27
First Coast Contract Maintenance Service, LLC	100191	8048	Kayak Launch Maintenance 10/23	\$ 331.62
First Coast Contract Maintenance Service, LLC	100191	8067	Reimbursable Expenses 09/23	\$ 906.68
Fitness Pro	100195	30659	Service Call 09/23	\$ 195.00
Fitness Pro	100196	30798	Service Call 09/23	\$ 396.00
Florida Department of Revenue	100194	55-8018810364-5	Sales Tax 09/23	\$ 0.73
Florida Power & Light Company	ACH	09/23 Monthly Summary	Electric Services 09/23	\$ 4,254.22
Innersync Studio, Ltd	100192	09/23 ACH 21650	Website & Compliance Services 10/23	\$ 384.38
JEA	ACH	4780546006 09/23	Water-Irrigation Services 09/23	\$ 853.40
Kutak Rock, LLP	100187	ACH 3283135 17423-1	Legal Services 08/23	\$ 780.00
OnSight Industries LLC	100188	W000361001	50% Deposit - Mailbox Install 10/23	\$ 1,576.50

River Glen Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services	ACH	0687-001357510	Waste Disposal Services 10/23	\$ 147.97
Rizzetta & Company, Inc.	100185	ACH INV0000084090	Assessment Roll 10/23	\$ 5,906.00
Rizzetta & Company, Inc.	100184	INV0000084192	District Management Fees 10/23	\$ 6,443.51
Solitude Lake Management, LLC	100193	PSI015839	Lake & Pond Management Services 10/23	<u>\$ 997.00</u>
Report Total				<u>\$ 29,670.88</u>

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FL 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.RIVERGLEN.CDD.ORG

Operation and Maintenance Expenditures November 2023 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2023 through November 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$93,733.12**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures
November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
All Weather Contractors, Inc	100206	170185	Roof Leak Repair 11/23	\$ 1,951.00
Berger, Toombs, Elam, Gaines & Frank CPA	100201	364490	Auditing Services FY 22/23 10/23	\$ 4,385.00
BrightView Landscape Services, Inc.	100202	8645304	Irrigation Repair 10/23	\$ 6,456.27
BrightView Landscape Services, Inc.	100202	8662594	Install Annuals 10/23	\$ 720.00
BrightView Landscape Services, Inc.	100202	8672968	Drop Large Pine in Preserve 10/23	\$ 580.00
BrightView Landscape Services, Inc.	100207	8676854	Landscape Maintenance 09/23	\$ 12,049.00
BrightView Landscape Services, Inc.	100207	8676855	Landscape Maintenance 10/23	\$ 12,049.00
BrightView Landscape Services, Inc.	100207	8676861	Landscape Maintenance 11/23	\$ 14,299.00
Charles G. Moore	100208	CM111623	Board of Supervisors Meeting 11/16/23	\$ 200.00
COMCAST	ACH	8495 74 401 0038261 11/23	Clubhouse/TV/Phone/Internet 11/23 ACH	\$ 286.00
Debra A Jones	100209	DJ111623	Board of Supervisors Meeting 11/16/23	\$ 200.00
Fire Sprinkler Services FL, LLC	100199	12471136	Backflow Test 10/23	\$ 50.00

River Glen Community Development District

Paid Operation & Maintenance Expenditures
November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
First Coast Contract Maintenance Service, LLC	100198	8034	Management Services 11/23	\$ 5,218.89
First Coast Contract Maintenance Service, LLC	100210	8090	Reimbursable Expenses 10/23	\$ 2,007.26
First Coast Contract Maintenance Service, LLC	100210	8118	Reimbursable Expense 10/23	\$ 122.93
First Coast Contract Maintenance Service, LLC	100210	8173	Reimbursable Expenses 11/23	\$ 266.69
Florida Department of Commerce	100205	88884	Special District Fee FY 23/24	\$ 175.00
Florida Department of Revenue	100204	55-8018810364-5 10/23	Sales Tax 10/23	\$ 49.05
Florida Power & Light Company	ACH	66143 Edgewater Dr, Kayak 11/23	Deposit Acct#89473-63464 11/23 ACH	\$ 56.00
Florida Power & Light Company	ACH	Monthly Summary 10/23	Electric Services 10/23 ACH	\$ 4,777.75
JEA	ACH	4780546006 10/23	Water-Irrigation Services 10/23 ACH	\$ 859.33
Kimberly B Gershowitz	100211	KG111623	Board of Supervisors Meeting 11/16/23	\$ 200.00
Kutak Rock, LLP	100200	3297552	Legal Services 09/23	\$ 1,582.00
McCranie & Associates, Inc.	100212	4895	Engineering Services 08/23-10/23	\$ 1,500.00
Mulch Masters, LLC.	100213	12933	Install Playground Mulch 11/23	\$ 3,250.00

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FL 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.RIVERGLEN.CDD.ORG

Operation and Maintenance Expenditures December 2023 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2023 through December 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$35,489.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures
December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	100217	8691805	Landscape Maintenance 12/23	\$ 14,299.00
BrightView Landscape Services, Inc.	100222	8715955	Landscape & Irrigation Enhancement 12/23	\$ 1,601.21
COMCAST	ACH	8495 74 401 0038261 12/23	Clubhouse/TV/Phone/Internet 12/23	\$ 286.00
First Coast Contract Maintenance Service, LLC	100218	8152	Management Services 12/23	\$ 5,218.89
Fitness Pro	100223	30995	Service Call 11/23	\$ 215.00
Fitness Pro	100223	31048	Service Call 10/23	\$ 720.00
Florida Department of Revenue	100220	55-8018810364-5 11/23	Sales Tax 11/23	\$ 0.66
Florida Power & Light Company	ACH	66143 Edgewater Dr, Kayak 11/23	Acct#89473-63464 11/23	\$ 22.80
Florida Power & Light Company	ACH	66143 Edgewater Dr, Kayak 12/23	Acct#89473-63464 12/23	\$ 28.24
Florida Power & Light Company	ACH	Monthly Summary 11/23 ACH	Electric Services 11/23	\$ 4,810.96
Gannett Florida LocalIQ	100219	0005986309	Legal Advertising 10/23	\$ 585.60
JEA	ACH	4780546006 11/23 ACH	Water-Irrigation Services 11/23	\$ 959.64

River Glen Community Development District

Paid Operation & Maintenance Expenditures
December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services	ACH	0687-001374196 12/23 ACH	Waste Disposal Services 12/23	\$ 148.05
Rizzetta & Company, Inc.	100216	INV0000085789	District Management Fees 12/23	\$ 6,443.51
Solitude Lake Management, LLC	100221	PSI029723	Fountain Service 12/01/2023 - 02/29/2024	\$ <u>150.00</u>
Report Total				\$ <u>35,489.56</u>

River Glen Community Development District

Paid Operation & Maintenance Expenditures
November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Nassau County Property Appraiser	100214	Non Ad Valorem Assessments	Non Ad Valorem Assessments FY 23/24	\$ 12,195.00
Republic Services	ACH	0687-001357510 11/23	Waste Disposal Services 11/23 ACH	\$ 148.69
Rizzetta & Company, Inc.	100197	INV0000084985	District Management Fees 11/23	\$ 6,443.51
Solitude Lake Management, LLC	100203	PSI024801	Lake & Pond Management Services 11/23	\$ 997.00
Solitude Lake Management, LLC	100215	PSI029304	Fountain/Aerator Service & Repairs 11/23	\$ <u>658.75</u>
Report Total				\$ <u>93,733.12</u>

Tab 3

RIVER GLEN

LANDSCAPE INSPECTION REPORT



January 30, 2023
Rizzetta & Company
Bryan Schaub – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

Summary, Main Entrance & RGP

General Updates, Recent & Upcoming Maintenance Events

- Complete monthly wet checks on the irrigation system & send in regular reports.
- Upcoming fertilization events for beds, turf and palms.

The following are action items for Brightview Landscaping to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation, **Orange** is for Staff issues, **bold, black, underlined** indicates questions or updates for the BOS.

1. At the main entrance median island, continue to remove weeds in the Juniper.

2. **At the main entrance, the Sago have Scale. Treat accordingly. (Pic 2)**



7. At the main entrance, new Annual Flower units have been installed professionally. (Pic 7)



3. In the main entrance median island's turf beds, have been maintained properly with strong bed lines. Great Job! (Pic 3 >)

4. **In the south ROW of RGP at the main entrance, improve the condition of the newly installed turf & remove all weeds. This turf needs to be replaced.**

5. Property-wide, treat all ant mounds.

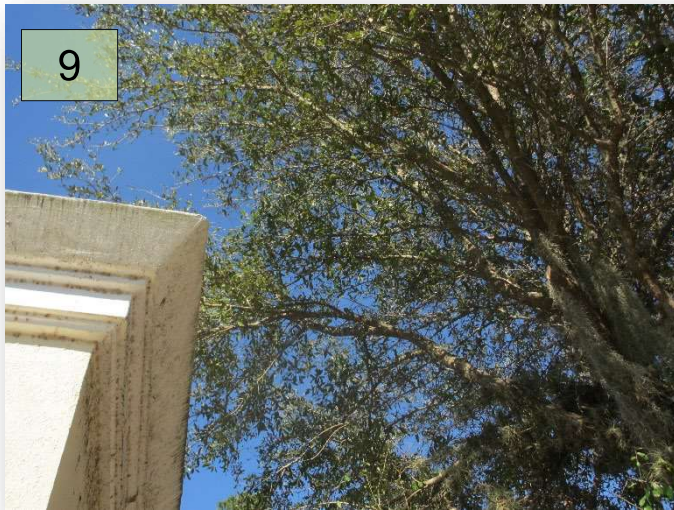
6. At the main entrance in both ROWs, the dead plants that have been broke by foot traffic have been removed.

8. At the main entrance, in the south ROW of RGP, remove the weeds, especially the Vetch as the units are pruned.



RGP & Amenities Center

9. At the main entrance, the trees that were contacting the tower in the south ROW. They were pruned. (Pic 9)



10. In the main entrance median monument planter, several of the Gold Mound Duranta are missing from death or theft. Replace.

11. In the south ROWs of RGP near the corner of RGP & Fern Creek, there is a possible irrigation break & a hole from a tree removal that needs to be filled.

12. Continue to treat the turf for weeds, where possible, along the sidewalks on Fern Creek.

13. Detail the beds along the pond between Fern Creek & RGP. Include weeding, vine removal, pruning to achieve plant separation, removing suckers & setting strong bed lines.

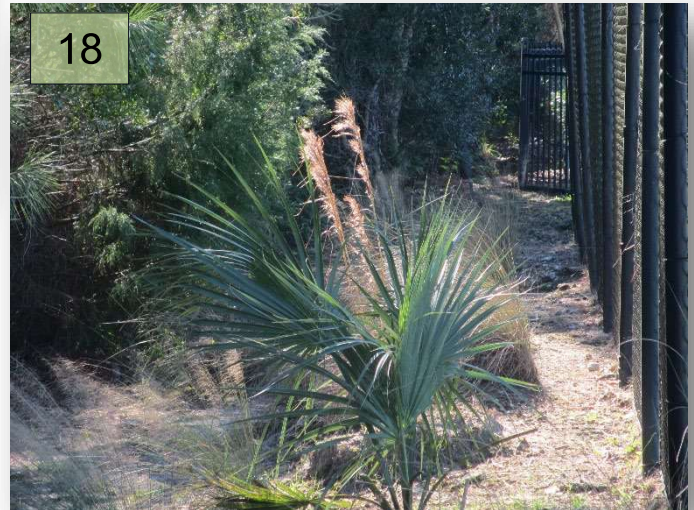
14. In the island across RGP from Fern Creek, when the weather is better, diagnose & take corrective actions to improve the color and vigor of the turf.

15. In the same area, continue to remove all weeds, hand pulling the larger weeds. Also, remove all vines in the shrubs & set strong bed lines.

16. Along RGP at the baseball field, continue to prune the dead material out of the Schillings Holly & continue to treat for Leaf Spot.

17. Schedule a rotation to remove all seed pods & brown fronds from all palms.

18. In the foundation beds for the tennis courts, weed hand pulling larger weeds, prune Ornamental Grasses/shrubs & set strong bed lines. (Pic 18)



19. At the Amenities Center, the Crape Myrtles were improperly pruned. Vendor to discontinue this practice. Pruning this way causes long term damage to the plants, causes growth distortions for the season, & is aesthetically displeasing. (Pic 19)



RGP & Amenities Center

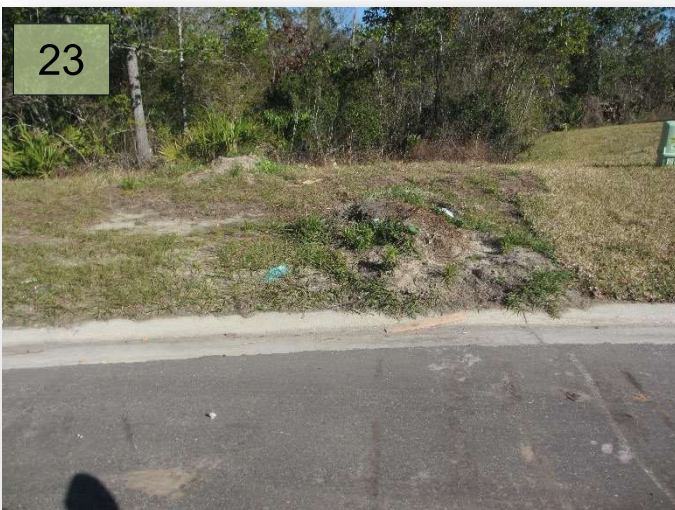
20. Part of the hedges were pruned at the lift station. Remove the volunteer Wax Myrtles. Date???



21. The maintenance strips were installed around the fencing for the ball fields & courts. The strips weren't beveled. The mulch is under an inch in depth. Correct & Weed.

22. Property-wide, lift all trees to the Scope heights & FDOT standards.

23. At the cul-de-sacs on the north end of Edgewater, the mowing was completed & the area was detailed. Good Job. Please, remove all construction debris, invoice and send to the DM. (Pic 23)



24. At the newest lift station, I am still seeing wet conditions in the beds and the soil moisture content is too high. Investigate to determine cause of excess moisture. Report all findings to the DM.

25. At the newest lift station, more plants are dead and/or dying. Diagnose, report & replace. Also, near the lift station remove any plant material on maintained areas from this tree fall. (Pic 25)



26. In the same area, remove the tree that has fallen into the maintained areas. (Pic 26)



27. Make sure to keep up regular maintenance on the walking trails behind the kayak launch.



RGP & Amenities Center

28. At the Lagoon Forest lift station, detail the beds including weeding and setting strong bed lines. Also, submit the proposal to remove the old bed edges & replace. (Pic 28)



29. In the beds along Edwards, now that the Ornamental Grasses are pruned, it is a great time to treat the underlying weeds.

30. Property-wide, treat all joint expansion crack weeds.

31. In the east ROW of Edwards between the two entrances, a tree has fallen from the natural area into the maintained area. Please, remove. (Pic 31)



Proposals

1. Brightview to generate a proposal to remove the old bed wood boarder and replace with new material. Include prep, clean up, disposal, soil, mulch and any irrigation repairs or adjustments. (Pic 1 >)



Tab 4



Quality Site Assessment

Prepared for: River Glen CDD

General Information

DATE: Tuesday, Feb 06, 2024
NEXT QSA DATE: Tuesday, May 07, 2024
CLIENT ATTENDEES:
BRIGHTVIEW ATTENDEES: Royce Peaden

Customer Focus Areas

Entrance, Amenity Center and Ball Field

Quality you can count on.

<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
	 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>

QUALITY SITE ASSESSMENT

River Glen CDD

Maintenance Items



- 1** Winter annuals installed and performing well. Recommend soil addition with spring rotation to help with health and vigor of annuals throughout remainder of rotations this year.
- 2** Goldmound Duranta at entry monument have a touch of cold damage. Once threat of freeze passes we will clean the damaged material off.
- 3** We will plan to cutback Flax Lily and Liriope throughout site during winter tasks to improve health/quality of plant material.
- 4** Turf is mostly dormant throughout site. Turf application completed in the last few weeks. We will remove placards during next service visit. Application included fertilizer and pre-emergent.

QUALITY SITE ASSESSMENT

River Glen CDD

Maintenance Items



- 5** We will plan to lightly prune/thin Palmetto plantings along sidewalk and provide clearance as part of winter tasks.
- 6** Majority of grasses are cutback throughout site, however there are still several clusters of grasses on the lank bank at the entrance and in/around the amenity center that need to be cut back.
- 7** Crape Myrtles have been previously thinned/health pruned. We can provide a proposal to reduce height/health prune this season if the community is interested in having this done again.
- 8** Lateral line break was discovered at amenity center. We had a tech on site to repair the same day this was discovered.

Maintenance Items



- 9** Lake banks are being monitored for cutting/mowing through winter months and will be addressed as needed.

Recommendations for Property Enhancements



1 Recommend pruning of Sabal Palms to remove seed pods and elevate profile to 10-2 ahead of next growing season.

2 Indian Hawthorn at amenity center has a viral leaf spot which will ultimately lead to death/decline of plant. Recommend replacement/budgeting to replace.



Spray Report

Customer: Brightview

Property: Rivers Glen

Date: 01/08/24

Area treated +/- 4 acres.

Total Gallons used: 600.

Product:

Atrazine @ 64oz per acre

2,4-D @ 8oz per acre

MSM @ .3oz per acre

Daconil @ 80oz per acre (IPM)

Target for this application was to improve the overall health, growth, and color of the turf. Insecticides and post emergent herbicides were applied for turf destroying insects and weeds, such as sedges and broadleaf weeds. Should start to see some results in 10-21 days once watered in.

Proposal for Extra Work at River Glen CDD

Property Name	River Glen CDD	Contact	Lesley Gallagher
Property Address	65137 River Glen Pkwy Yulee, FL 32097	To	River Glen CDD
		Billing Address	3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name Installing 1 pallet of bahia sod by the model homes
Project Description Installing 1 pallet of bahia sod by the model homes

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Mobilization, prep, plant removal, mulch removal	\$1,162.80	\$1,162.80
1.00	PALLET	Bahia - Turf Installed 400sqft	\$471.00	\$471.00
1.00	LUMP SUM	Irrigation Modification	\$170.40	\$170.40
1.00	LUMP SUM	Aeration	\$645.00	\$645.00

For internal use only

SO# 8316359
JOB# 346108393
Service Line 130

Total Price \$2,449.20

THIS IS NOT AN INVOICE

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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Customer

Property Manager	
Signature	Title
Lesley Gallagher	January 18, 2024
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager	
Signature	Title
Jordan G Creel	January 18, 2024
Printed Name	Date

Job #:	346108393		
SO #:	8316359	Proposed Price:	\$2,449.20

Proposal for Extra Work at River Glen CDD

Property Name	River Glen CDD	Contact	Lesley Gallagher
Property Address	65137 River Glen Pkwy Yulee, FL 32097	To Billing Address	River Glen CDD 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Add fresh pine straw to the beds		
Project Description	Install pine straw to all bed areas with existing pine straw		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
250.00	EACH	Install 250 bales of pine straw to freshen up the existing pine straw beds	\$8.00	\$2,000.00

For internal use only

SO# 8327409
JOB# 346108393
Service Line 160

Total Price \$2,000.00

THIS IS NOT AN INVOICE

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014
Enhancement Manager
Certified Arborist #FL-6354A
Certified Pest Control Operator JF95758

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Customer

	Property Manager
Signature _____	Title _____
Lesley Gallagher	January 30, 2024
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"	
Enhancement Manager	
Signature _____	Title _____
Jen Mabus	January 30, 2024
Printed Name _____	Date _____

Job #:	346108393		
SO #:	8327409	Proposed Price:	\$2,000.00

Proposal for Extra Work at River Glen CDD

Property Name	River Glen CDD	Contact	Lesley Gallagher
Property Address	65137 River Glen Pkwy Yulee, FL 32097	To Billing Address	River Glen CDD 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	River Glen CDD		
Project Description	Install 180 yards of gold mulch to the current mulch beds throughout the property (freshen up)		

Scope of Work

QTY	UoM/Size	Material/Description
180.00	CUBIC YARD	180 yards of Gold Mulch - Blown-In/Installed in current mulch beds throughout the property

For internal use only

SO# 8327420
JOB# 346108393
Service Line 160

Total Price \$10,440.00

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014
Enhancement Manager
Certified Arborist #FL-6354A
Certified Pest Control Operator JF95758

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Signature _____	Title _____
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Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"	
Account Manager	
Signature _____	Title _____
Jordan G Creel	January 30, 2024
Printed Name _____	Date _____

Job #:	346108393		
SO #:	8327420	Proposed Price:	\$10,440.00

Proposal for Extra Work at River Glen CDD

Property Name	River Glen CDD	Contact	Lesley Gallagher
Property Address	65137 River Glen Pkwy Yulee, FL 32097	To Billing Address	River Glen CDD 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Three grass beds along fence just inside main entrance		
Project Description	Install 3 - 45 gallon crape myrtles in center of beds		

Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Mobilization and prep for planting of Crape myrtles in 3 ornamental grass beds
3.00	EACH	Crape Myrtles - 45 gallon installed
1.00	EACH	composted top soil installed with the trees
3.00	EACH	Pro stake kits
5.00	BAG	Bag of gold mulch to touch up
1.00	LUMP SUM	Irrigation modifications for trees

For internal use only

SO# 8329277
JOB# 346108393
Service Line 130

Total Price \$3,365.10

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014
Enhancement Manager
Certified Arborist #FL-6354A
Certified Pest Control Operator JF95758

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

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

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

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

Acceptance of this Contract

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

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

Customer

	Property Manager
Signature _____	Title _____
Lesley Gallagher	January 31, 2024
Printed Name _____	Date _____

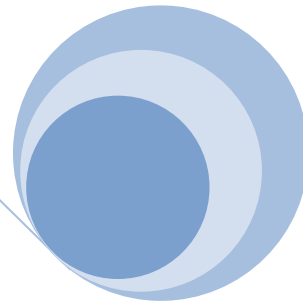
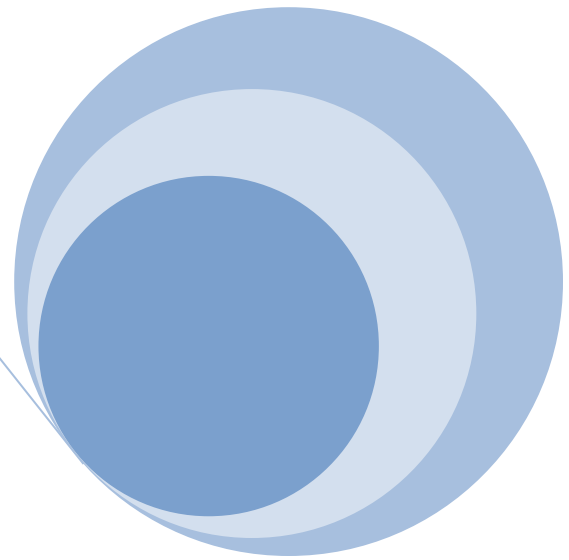
BrightView Landscape Services, Inc. "Contractor"	
Enhancement Manager	
Signature _____	Title _____
Jen Mabus	January 31, 2024
Printed Name _____	Date _____

Job #:	346108393		
SO #:	8329277	Proposed Price:	\$3,365.10

Tab 5



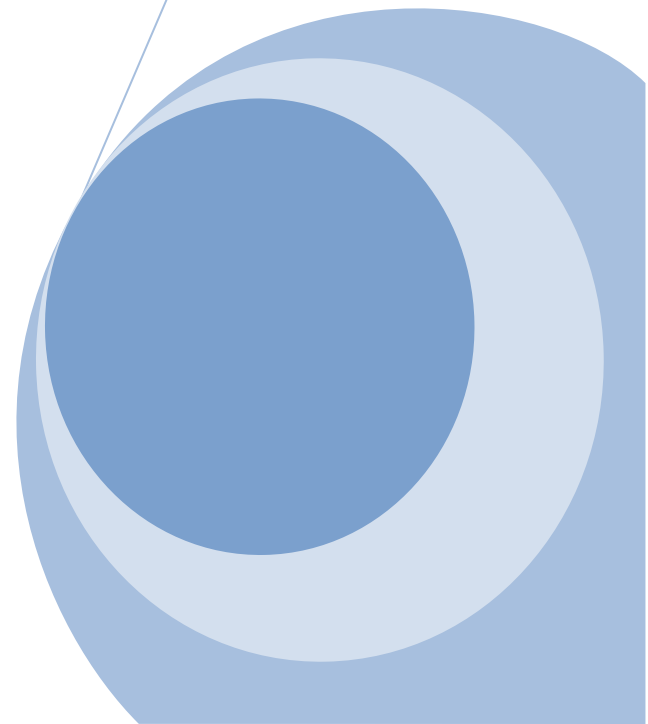
First Coast
CMS



River Glen Community Development District

Field Report
Feb 2024

First Coast CMS LLC
02/06/2024



Swimming Pools

At this time, there are no mechanical issues to report.

Facility Maintenance

There was an electrical issue with the landscape lights at the second entrance along Edwards Rd. It was determined that there was a contactor that was faulty. The electrician advised that the contactor was not required and bypassed.

Electrical issues with the landscaping lighting at the main entrance and along Edwards Rd prevented lights from working. Issues were resolved but required replacement of several fixtures.

On 2/6, a resident reported a missing fixture at the second entrance and a broken fixtures at the first entrance. The broken fixture was replaced and pedestal was capped were the missing fixture was for safety. Additional fixtures have been ordered.

Replacement Basketball nets have been ordered and will be replaced when they arrive

One of the Amenity Center parking lot globes have been replaced. We are recommending that the 9 remaining "yellowing" globes be replaced. The replacement globe cost about \$100 each

Our staff removed the broken pool deck shower on the Kids Splash Pad. We will be replumbing the shower within the coming weeks to replace. The new post has been set in concrete

Several sink fixtures were reported as loose. Staff inspected the facility and tightened them all.

One of the playground shade sails was reported as "laying" on the structure. Shade America was called and the sail was tightened to raise it up.

One of the kids playground swings was reported as broken. A replacement was ordered and installed by staff

Management was reached out to Southern Recreation for a proposal to replace the existing playground spring rockers

Staff requested pressure washing proposals

Staff requested pavement repair proposal. At the time of this report, none has been received

Tab 6



Work Order
 Work Order Number 00492105
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Work Details

Specialist Comments to Customer: Treated ponds 10 and 16 for algae, no aquatic vegetation or shoreline grasses present at this time, inspected ponds 9,11,12,13,14 and 15 no treatment needed at this time, water levels are normal, cleaned barriers and outflows where needed and picked up shoreline trash

Prepared By: William Hartman III

Work Order Assets

Asset	Status	Product Work Type
Pond 10 - River Glen CDD	Treated	
Pond 9 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 1 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order
 Work Order Number 00492105
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	



Work Order
 Work Order Number 00492105
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD		
Pond 1 - River Glen CDD		
Pond 3 - River Glen CDD		
Pond 14 - River Glen CDD		
Pond 2 - River Glen CDD		
Pond 8 - River Glen CDD		
Pond 11 - River Glen CDD		
Pond 6 - River Glen CDD		
Pond 7 - River Glen CDD		
Pond 12 - River Glen CDD		
Pond 4 - River Glen CDD		
Pond 9 - River Glen CDD		
Pond 10 - River Glen CDD		



Work Order
 Work Order Number 00492105
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Work Details

Specialist Comments to Customer: Treated ponds 10 and 16 for algae, no aquatic vegetation or shoreline grasses present at this time, inspected ponds 9,11,12,13,14 and 15 no treatment needed at this time, water levels are normal, cleaned barriers and outflows where needed and picked up shoreline trash

Prepared By: William Hartman III

Work Order Assets

Asset	Status	Product Work Type
Pond 10 - River Glen CDD	Treated	
Pond 9 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 1 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order
 Work Order Number 00492105
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	



Work Order
Work Order Number 00492105
Created Date 1/29/2024

Account River Glen CDD
Contact Lesley Gallagher
Address River Glen Parkway And Edwards Road
Yulee, FL 32097

Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	

Service Report



Work Order
 Work Order Number 00488552
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Work Details

Specialist Comments to Customer: Treated ponds 6,7 and 8 for bottom algae, no aquatic vegetation or shoreline grasses present at this time, inspected ponds 1,2,3,4 and 5 no treatment needed at this time, water levels are high due to recent storms, cleaned barriers and outflows where needed and picked up shoreline trash

Prepared By: William Hartman III

Work Order Assets

Asset	Status	Product Work Type
Pond 9 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Treated	
Pond 11 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Treated	
Pond 1 - River Glen CDD	Treated	
Pond 3 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	



Account River Glen CDD
 Contact Lesley Gallagher
 Address River Glen Parkway And Edwards Road
 Yulee, FL 32097

Work Order
 Work Order Number 00488552
 Created Date 1/29/2024

Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	



Work Order
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Account River Glen CDD
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 Yulee, FL 32097

Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD		
Pond 1 - River Glen CDD		
Pond 6 - River Glen CDD		
Pond 11 - River Glen CDD		
Pond 8 - River Glen CDD		
Pond 2 - River Glen CDD		
Pond 5 - River Glen CDD		
Pond 4 - River Glen CDD		
Pond 12 - River Glen CDD		
Pond 7 - River Glen CDD		
Pond 14 - River Glen CDD		
Pond 10 - River Glen CDD		
Pond 9 - River Glen CDD		

Service Report



Work Order
 Work Order Number 00488552
 Created Date 1/29/2024

Account River Glen CDD
 Contact Lesley Gallagher
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Work Details

Specialist Comments to Customer: Treated ponds 6,7 and 8 for bottom algae, no aquatic vegetation or shoreline grasses present at this time, inspected ponds 1,2,3,4 and 5 no treatment needed at this time, water levels are high due to recent storms, cleaned barriers and outflows where needed and picked up shoreline trash

Prepared By: William Hartman III

Work Order Assets

Asset	Status	Product Work Type
Pond 9 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Treated	
Pond 11 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Treated	
Pond 1 - River Glen CDD	Treated	
Pond 3 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	



Work Order
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Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	



Work Order
Work Order Number 00488552
Created Date 1/29/2024

Account River Glen CDD
Contact Lesley Gallagher
Address River Glen Parkway And Edwards Road
Yulee, FL 32097

Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	

Tab 7

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVER GLEN WEST COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE NASSAU COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the River Glen Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Nassau County, Florida; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Nassau County Supervisor of Elections (“**Supervisor**”) to conduct the District’s elections by the qualified electors of the District at the general election (“**General Election**”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT:

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by Steven Bryant, and Seat 2, currently held by Steven Nix, are scheduled for the General Election beginning in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Nassau County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **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.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 6th day of February, 2024.

**RIVER GLEN COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES
FOR THE BOARD OF SUPERVISORS OF THE
RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the River Glen Community Development District (“District”) will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Nassau County Supervisor of Elections located at 96135 Nassau Pl Suite 3, Yulee, FL 32097; Ph: [\(904\) 491-7500](tel:9044917500). All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Nassau County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The River Glen Community Development District has two (2) seats up for election, specifically seats 1, and 2. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections.

For additional information, please contact the Nassau County Supervisor of Elections.

Publish on or before _____, 2024.

Tab 8



PO Box 51289
 Jacksonville Beach FL 32240
 (877) 875-5326, (904) 220-3331
 Info@krystalklean.com

Estimate 1033481043

DATE	12/08/2023
PO #	
Provided By	Marc Ferretti marc.f@krystalklean.com

CUSTOMER
First Coast CMS David Comber 352 Perdido Street Saint Johns, FL, 32259 (904) 437-0991 davidc@firstcoastcms.com

SERVICE LOCATION
First Coast CMS River Glen CDD 65084 River Glen Parkway Yulee, FL, 32097 (904) 437-0991 davidc@firstcoastcms.com

DESCRIPTION
River Glen - Entrances and vinyl fence pressure washing

Estimate

Estimate

Description	Qty	Rate	Total
Pressure Washing - Entrances Pressure wash: Monument Signs, Towers, and Fences (stucco portions) at both entrances of neighborhood. -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.	1.00	\$825.00	\$825.00
Soft Wash Fence - Street Facing Side * Pressure wash Fence surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. * Please review any specific concerns with your estimator so we arrive prepared to meet your needs. * Technicians work safely to protect customer property and the surrounding environment. -Exterior surfaces will be cleaned using professional 'Soft Wash' process in order to avoid damage to façade and window seals. -Solution include algaecides, fungicides and phosphate-free detergents to extend life of cleaning and provide optimal results. -Locks and electrical elements to be protected during cleaning process. -Extra	1.00	\$300.00	\$300.00

care/precaution to be taken with landscaping to protect from damage. -Some stains such as mud dauber resin, black streaks on gutters, mineral deposits and rust may have permanently stained surfaces. -Flaking paint can come off with any amount of pressure. Loose or flaking paint will come off while cleaning. -Customer is responsible to ensure windows are closed and latched prior to cleaning. *Soft washing removes most mildew, dirt, and algae which accounts for 95% of roof discoloration in Florida. This process potentially expose mineral deposit stains that would require additional chemical treatment to remove. Please discuss any questions with your sales representative.

-Residential minimum \$150 for 1st floor work / \$225 for any work requiring use of a ladder. Price is subject to increase or decrease as Krystal Klean sees fit.

Estimate Total: \$1,125.00

CUSTOMER MESSAGE

Thank you for the opportunity to serve you!

We uphold the highest industry standards for glass cleaning tools and methods but must inform and educate its customers about the inherent risk of scratches when cleaning glass. Given the facts below, we cannot be held liable for glass scratches. Minuscule glass particles (or "glass fines") may exist on the pane surface. This flaw is common for tempered or hurricane-proof glass often installed in Florida. During a normal cleaning process, these glass fines can break off and cause hairline scratches. Removal of paint, adhesives, calcium deposits, or construction debris may require the use of scrubbing pads or scrapers, which increases the risk of scratched glass, and is a separate service from standard window cleaning. When cleaning glass to remove calcium deposits, some brands of tinted or soft glass may be micro-scratched with vinyl buffing pads. Preexisting scratches may be visible or apparent after the glass is cleaned.

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

Estimate Accepted By:

Accepted Date:



QUOTE #3160

SENT ON:

Jan 24, 2024

RECIPIENT:

River Glen CDD C/O First Coast CMS

65084 River Glen Parkway
Yulee, Florida 32097

11318 Distribution Avenue West
Suite 3
Jacksonville, Florida 32256

Phone: (904) 329-5279

Email: info@HydroKleenPW.com

Website: <https://HydroKleenPW.com>

Product/Service	Description	Qty.	Unit Price	Total
Pressure Wash	Clean fences, pillars, and sign at second entrance. See attached scope. Measured in linear feet.	344	\$1.00	\$344.00

Total

\$344.00

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____



QUOTE #3154

SENT ON:

Jan 24, 2024

RECIPIENT:

River Glen CDD C/O First Coast CMS

65084 River Glen Parkway
Yulee, Florida 32097

11318 Distribution Avenue West
Suite 3
Jacksonville, Florida 32256

Phone: (904) 329-5279

Email: info@HydroKleenPW.com

Website: <https://HydroKleenPW.com>

Product/Service	Description	Qty.	Unit Price	Total
Pressure Wash	Clean Main front entrance walls, signs, and pillars. See attached scope.	1	\$450.00	\$450.00
Pressure Wash	Clean small wall, road facing portion of fence, and pillars along east side of Edwards. See attached scope. Measured in linear feet.	863	\$0.95	\$819.85
Pressure Wash	Clean road facing portion of fence along River Glen Parkway up to property line. See attached scope. Measured in linear feet.	374	\$0.95	\$355.30

Total

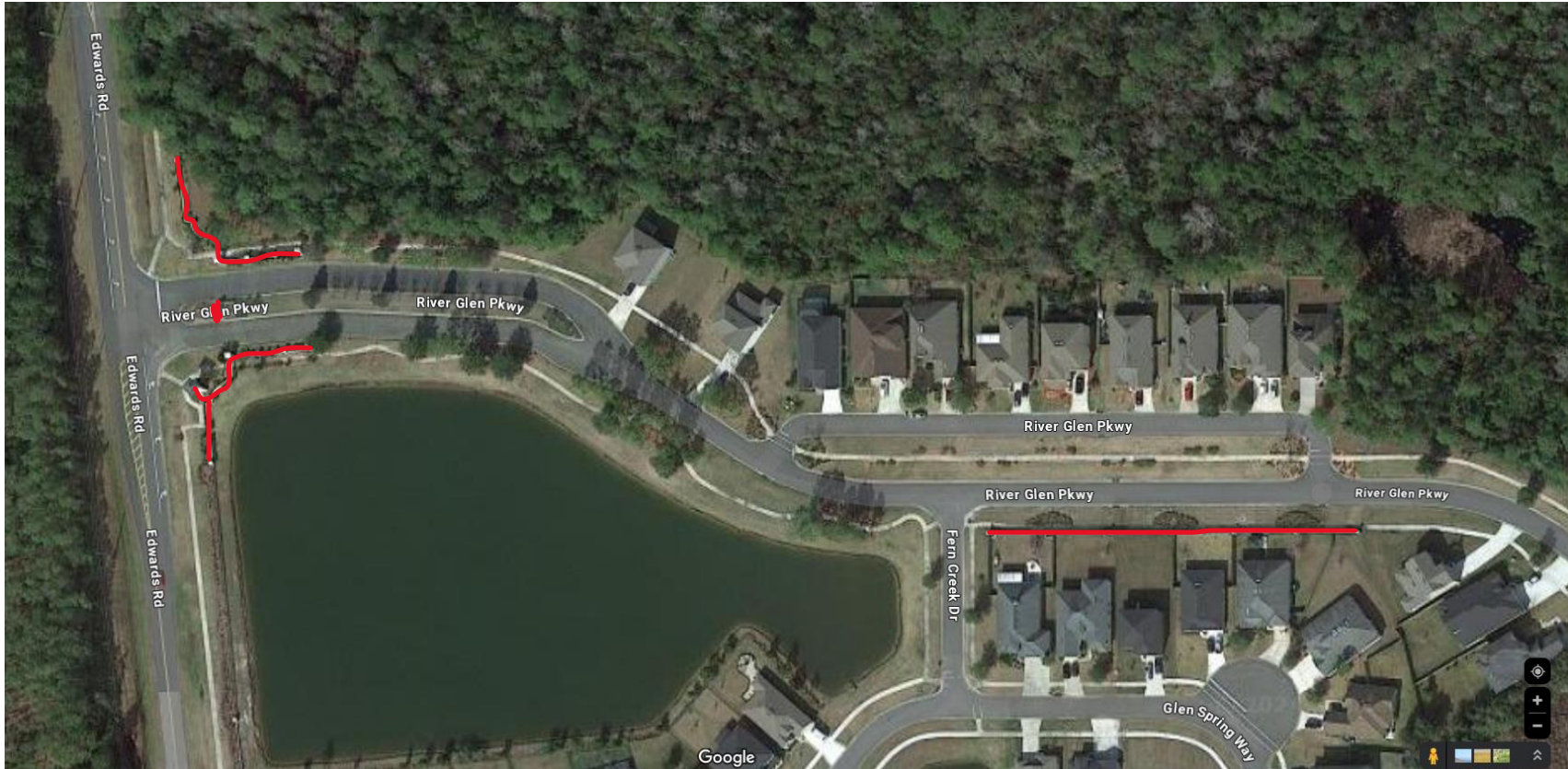
\$1,625.15

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____



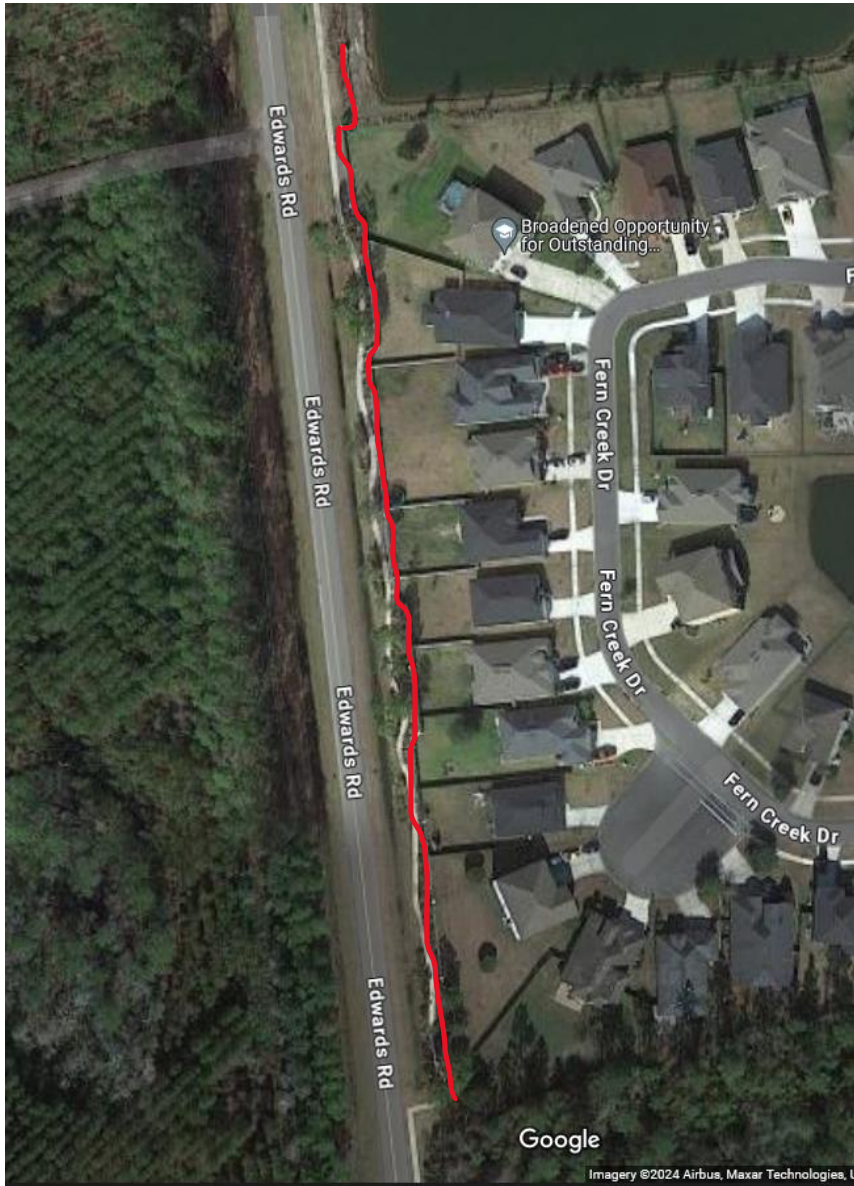
Commercial Residential



River Glen, Yulee, FL



Commercial Residential



River Glen, Yulee, FL



Commercial Residential



River Glen, Yulee, FL

Tab 9

Allways Improving LLC dba Fitness Pro
 1400 Village Square Blvd #3-293
 Tallahassee, FL 32312
 (850) 523-8882
 tracy@wearefitnesspro.com
 www.wearefitnesspro.com

Quote



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

Tony Shiver
 River Glen CDD
 C/O Rizzetta & Company
 3434 Colwell Ave, Suite 200
 Tampa, FL 33614

Tony Shiver
 River Glen
 65084 River Glen Parkway
 Yulee, FL 32097

9659	12/12/2023	
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PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

True TPS100	TRUE PS100 Commercial Treadmill with 7" Single Window LCD	1	3,295.00	3,295.00T
Equipment Disposal	Equipment Disposal: One Treadmill	1	125.00	125.00T
Freight/Delivery/Installation	Freight/Delivery/Installation	1	225.00	225.00T

*****	SUBTOTAL	3,645.00
	TAX (0)	0.00
	TOTAL	\$3,645.00

50% payment of total invoice is due at time of approval. Equipment will be ordered upon receipt of payment. Final payment is due at time of installation.

*****PREFERRED PAYMENT METHOD*****

ACH or E-Check

There is a 2.9% processing fee for all credit card payments. Should you wish to pay by ACH or e-check, there are no additional fees.

* Please note that a 30% restocking fee plus shipping, if applicable, will be charged on all equipment orders canceled after approval for purchase has been given.

Accepted By

Accepted Date

All quotes valid for 30 days. Additional delivery fees may apply - check with your sales rep for details.

Allways Improving LLC dba Fitness Pro
 1400 Village Square Blvd #3-293
 Tallahassee, FL 32312
 (850) 523-8882
 tracy@wearefitnesspro.com
 www.wearefitnesspro.com

Quote



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

Tony Shiver
 River Glen CDD
 C/O Rizzetta & Company
 3434 Colwell Ave, Suite 200
 Tampa, FL 33614

Tony Shiver
 River Glen
 65084 River Glen Parkway
 Yulee, FL 32097

9660	12/12/2023	
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PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

TRUE TC400 w/ Emerge	TRUE TC400 Commercial Treadmill w/ Emerge Console	1	4,885.00	4,885.00T
Equipment Disposal	Equipment Disposal: One Treadmill	1	125.00	125.00T
Freight/Delivery/Installation	Freight/Delivery/Installation	1	225.00	225.00T

*****	SUBTOTAL	5,235.00
	TAX (0)	0.00
	TOTAL	\$5,235.00

50% payment of total invoice is due at time of approval. Equipment will be ordered upon receipt of payment. Final payment is due at time of installation.

*****PREFERRED PAYMENT METHOD*****

ACH or E-Check

There is a 2.9% processing fee for all credit card payments. Should you wish to pay by ACH or e-check, there are no additional fees.

* Please note that a 30% restocking fee plus shipping, if applicable, will be charged on all equipment orders canceled after approval for purchase has been given.

Accepted By

Accepted Date

All quotes valid for 30 days. Additional delivery fees may apply - check with your sales rep for details.

Tab 10



Coverage Agreement Endorsement

Endorsement No.: 1
Member: River Glen Community Development District
Effective Date: 10/06/2023
Agreement No.: 100123663
Coverage Period: October 1, 2023 to October 1, 2024

In consideration of **an additional premium of \$4,165.00**, the coverage agreement is amended as follows:

Property & Inland Marine

Added:

Property Unit #17

Description: Restroom building and Parking Lot Lighting

Address: 66143 Edgewater Drive, Yulee, FL

Inland Marine Unit #5

Description: Parking Lot Lights (4)

Value: \$12,470

Subject otherwise to the terms, conditions and exclusions of the coverage agreement.

Issued: December 22, 2023

Authorized by: 



River Glen Community Development District

Policy No.: 100123663
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value			
	Address				Const Type	Term Date		Contents Value	Covering Replaced	Roof Yr Blt
	Roof Shape	Roof Pitch								
1	Outdoor signs & Street Lights		2008	10/01/2023	\$10,000		\$10,000			
	65084 River Glen Pkwy Yulee FL 32097		Non combustible	10/01/2024						
2	Recreational Court		2008	10/01/2023	\$90,000		\$90,000			
	65084 River Glen Pkwy Yulee FL 32097		Non-Combustible	10/01/2024						
3	Playground Equipment		2008	10/01/2023	\$73,000		\$73,000			
	65084 River Glen Pkwy Yulee FL 32097		Non-Combustible	10/01/2024						
4	Irrigation Systems		2008	10/01/2023	\$25,000		\$25,000			
	Within CDD Yulee FL 32097		Pump / lift station	10/01/2024						
5	Backstop Fence		2008	10/01/2023	\$15,000		\$15,000			
	65084 River Glen Pkwy Yulee FL 32097		Non-Combustible	10/01/2024						
6	Basketball Court		2008	10/01/2023	\$25,000		\$25,000			
	65084 River Glen Pkwy Yulee FL 32097		Non-Combustible	10/01/2024						
7	Entry monument / fencing		2008	10/01/2023	\$285,000		\$285,000			
	River Glen Pkwy & Edwards Road Yulee FL 32097		Non-Combustible	10/01/2024						



River Glen Community Development District

Policy No.: 100123663
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
8	Entry Features		2008	10/01/2023	\$95,000		\$95,000
	Lagoon Forest Yulee FL 32097		Non-Combustible	10/01/2024			
9	Tot Playground Equipment		2008	10/01/2023	\$18,040		\$18,040
	65084 River Glen Pkwy Yulee FL 32097		Non combustible	10/01/2024			
10	Pool, pump & equipment		2008	10/01/2023	\$560,800		\$560,800
	65084 River Glen Pkwy Yulee FL 32097		Under Ground Liquid Storage/Pool	10/01/2024			
11	Clubhouse		2008	10/01/2023	\$1,133,200		\$1,243,200
	65084 River Glen Pkwy Yulee FL 32097		Masonry Non - Combustible	10/01/2024	\$110,000		
12	Splash Pad w/ Equipment & Pump		2008	10/01/2023	\$166,700		\$166,700
	65084 River Glen Pkwy Yulee FL 32097		Non combustible	10/01/2024			
13	Storage Building		2019	10/01/2023	\$50,000		\$50,000
	65084 River Glen Pkwy Yulee FL 32097		Joisted masonry	10/01/2024			
	Simple hip				Asphalt shingles		
14	Kayak Launch		2022	10/01/2023	\$50,000		\$50,000
	66143 Edgewater Drive Yulee FL 32097		Non combustible	10/01/2024			
15	460 Unit Mailboxes		2022	10/01/2023	\$126,354		\$126,354
	65137 River Glen Parkway Yulee FL 32097		Non combustible	10/01/2024			



River Glen Community Development District

Policy No.: 100123663
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch					Roof Covering
16	Playground Shade Structure		2022	10/01/2023	\$28,620		\$28,620
	65084 River Glen Pkwy Yulee FL 32097		Non combustible	10/01/2024			
Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address				Const Type	Term Date	
	Roof Shape	Roof Pitch					Roof Covering
17	Restroom building and Parking Lot Lighting		2023	10/06/2023	\$446,530		\$446,530
	66143 Edgewater Drive Yulee FL 32097		Joisted masonry	10/01/2024			
Total:					Building Value \$3,198,244	Contents Value \$110,000	Insured Value \$3,308,244



River Glen Community Development District

Policy No.: 100123663
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department Description	Serial Number	Classification Code	Eff. Date Term Date	Value	Deductible
1	Pool Access Equipment		Other inland marine	10/01/2023 10/01/2024	\$9,100	\$1,000
2	Security Cameras & Equipment		Other inland marine	10/01/2023 10/01/2024	\$6,000	\$1,000
3	Pool Chair Lift		Other inland marine	10/01/2023 10/01/2024	\$5,000	\$1,000
4	15 hp Pond Fountain		Other inland marine	10/01/2023 10/01/2024	\$65,000	\$1,000
5	Parking Lot Lights (4)		Other inland marine	10/06/2023 10/01/2024	\$12,470	\$1,000
				Total	\$97,570	