



Rizzetta & Company

River Glen Community Development District

**Board of Supervisors' Meeting
June 29, 2020**

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

www.riverglencdd.org

**RIVER GLEN
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 2806 North Fifth Street, Unit 403, St. Augustine, FL 32084

Board of Supervisors	Glenn Marvin Douglas Walker Scott Campbell Gretchen Copeland Charles Moore	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Sarah Warren	Hopping Green & Sams, P.A.
District Engineer	Dan McCranie	McCranie & Associates

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

The first section of the meeting is called Public Comments, which is the portion of the agenda where individuals may make comments. Individuals are limited to a total of three (3) minutes to make comments during this time.

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 (904) 436-6270. 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 • 2806 N. FIFTH STREET • UNIT 403 • ST AUGUSTINE, FL 32084 • 904-436-6270

www.riverglencdd.org

June 22, 2020

River Glen Community
Development District

AGENDA

Dear Board Members:

The **continued** meeting of the Board of Supervisors of the River Glen Community Development District will be held on **Thursday, June 29, 2020 at 1:30 p.m.** via teleconference at 1-929-205-6099 Meeting ID 680 626 4765, pursuant to Executive Orders 20-52, 20-69 and 20-123, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. Following is the agenda for the meeting.

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held June 18, 2020.....Tab 1
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Report
 - D. Amenity Manager Report
 - E. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Finance Related Matters
6. **SUPERVISOR REQUESTS**
7. **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
District Manager
River Glen Community Development District

CALL TO ORDER / ROLL CALL

PUBLIC COMMENTS

BUSINESS ADMINISTRATION

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 **special** meeting of the Board of Supervisors of River Glen Community Development District was held on **Thursday, June 18, 2020 at 1:30 p.m.** via teleconference at 1-929-205-6099 Meeting ID 680 626 4765, pursuant to Executive Orders 20-52, 20-69 and 20-123, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for the meeting.

Present and constituting a quorum:

Glenn Marvin	Board Supervisor, Chairman
Gretchen Copeland	Board Supervisor, Assistant Secretary
Charles Moore	Board Supervisor, Assistant Secretary
Scott Campbell	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Scott Brizendine	Manager, District Financial Services, Rizzetta & Company, Inc.
Patrick Bell	Field Service Manager, Rizzetta & Company, Inc.
Sarah Warren	District Counsel, Hopping Green & Sams
John Kessler	FMSBonds, Inc.
Dan McCranie	District Engineer, McCranie & Associates
Tony Shiver	President, First Coast CMS
Jay Jernigan	Senior Account Manager, BrightView Landscaping
Chris Ernst	Account Manager, BrightView Landscaping

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 1:31 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Public Comments

There were no members of the public for public comments.

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THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held May 21, 2020

On a motion by Mr. Marvin, seconded by Mr. Moore, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held May 21, 2020 for River Glen Community Development District.

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FOURTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for May 2020

On a motion by Mr. Marvin, seconded by Mr. Moore, with all in favor, the Board ratified Operations and Maintenance Expenditures for May 2020 in the amount of \$26,064.16 for River Glen Community Development District.

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FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Warren updated the Board that the sale of the SPE owned property is expected to take place July 15, 2020. She then explained that DR Horton was requesting that the District provides consent to an amendment and assignment of the land purchase contract to another entity noting that this does not relieve DR Horton of its obligations under the land purchase contract. Discussion ensued.

On a motion by Mr. Marvin, seconded by Mr. Campbell, with all in favor, the Board approved consent to the amendment subject to final review by Staff, the Chairman and Bond Holder consent for River Glen Community Development District.

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The Board moved to agenda item 5A.

SIXTH ORDER OF BUSINESS

Consideration of Finance Related Matters

Mr. Kessler provided a financing overview and update. Discussions ensued.

On a motion by Mr. Marvin, seconded by Mr. Moore, with all in favor, the Board determined the current meeting would be continued to June 29, 2020 for further discussion on bond refinance proceeds usage for River Glen Community Development District.

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The Board moved back to agenda item 4B.

SEVENTH ORDER OF BUSINESS

Staff Reports

B. District Engineer

The District Engineer updated the Board that he has requested information and received such to begin reviewing for his Engineers Report. He also updated the Board that he had reviewed the corner of Glen Springs and Fern Creek where a hole had formed beside curbing due to vehicles driving over it. He recommended filling it with compacted soil and sodding. He has also reviewed the striping concerns and recommended monitoring further over the next three (3) to four (4) months. Mr. Moore noted that he had just been made aware of other areas that could have possible storm drain issues. He would forward the locations reported to him on to the District Manager for review by the District Engineer.

C. Field Inspection Reports

1.) Field Service Manager Report, May 14, 2020

i.) BrightView Landscape Response to May 14, 2020 Report

Mr. Bell updated the Board that he was on site this morning for the June inspection and will send the full report to Ms. Gallagher for circulation next week. He did note that on this next report he had planned on requesting proposals from BrightView for some plant replacements that are needed and requested direction from the Board on this. The Board authorized Mr. Bell to request proposals for plant replacements and appointed Gretchen Copeland to work with BrightView and Field Services to identify areas that should be prioritized for replacements and put together ideas for replacements.

D. Landscape Report

1.) BrightView Landscape Report, June 10, 2020

Mr. Ernst updated the Board on recent herbicide and fungicide applications.

E. Amenity Manager Report

1.) First Coast CMS, Amenity Manager Report, June 5, 2020

Mr. Shiver reviewed his report and updated the Board that the light repair noted in his report he was able to complete in house at a cost savings to the District. He also noted that additional cameras were installed yesterday and he is working on obtaining proposals for playground repairs.

It was determined there would be no rentals accepted for the Amenity Center at this time and this could be further reviewed at the July 2020 meeting should restrictions change. Mr. Shiver also confirmed the wildlife signs would be installed next week.

F. District Manager

No report.

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EIGHTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests.

NINTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Moore, seconded by Mr. Marvin, with all in favor, at 2:57 p.m. the Board continued the meeting to Monday, June 29, 2020 at 1:30 p.m. for River Glen Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

STAFF REPORTS

District Counsel

District Engineer

Landscape Report

Amenity Manager Report

District Manager

BUSINESS ITEMS

Consideration of Finance Related Matters

SUPERVISOR REQUESTS

ADJOURNMENT