

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

January 13, 2022

River Glen Community Development District

REVISED AGENDA

Dear Board Members:

The **audit committee** meeting and **regular** meeting of the Board of Supervisors of the River Glen Community Development District will be held on **Thursday, January 20, 2022 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.

AUDIT COMMITTEE MEETING:

1. **CALL TO ORDER/ROLL CALL**
2. **BUSINESS ADMINISTRATION**
 - A. Review Instructions and Criteria for Proposals for District Auditing Services.....Tab 1
 - B. Establishing a Date for Second Audit Committee Meeting
3. **Adjournment**

BOARD OF SUPERVISORS 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' River Glen Regular Meeting held November 18, 2021.....Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for October 2021 and November 2021.....Tab 2
 - C. Ratification of Capital Improvement, Account Series 2021, CR2-3 AA1, CR3-6 AA2, CR7–CR10 AA2.....Tab 3
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - 1.) Consideration of Proposal for Stormwater Analysis.....Tab 4
 - C. Field Inspection Report
 - 1.) Field Services Inspection Report, January 7, 2022.....Tab 5
 - D. Landscape and Irrigation Report
 - 1.) Duval Landscape Report, December 2021.....Tab 6
 - E. Amenity Manager Report
 - 1.) First Coast CMS, Amenity Manager Report, January 10, 2021.....Tab 7
 - F. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Resolution 2022-01, Update to Prompt Payment Policies.....Tab 8
 - B. Consideration of Resolution 2022-02, Conducting General Election.....Tab 9

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C. *Consideration of Proposal(s) for Landscape and Irrigation Maintenance Services
(Under Separate Cover)*

D. **Consideration of SJRMWD Permit Transfer for Operation and Maintenance,
Phase 2, Unit 4A**

6. AUDIENCE COMMENTS AND 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
River Glen Community
Development District

Request for Transfer of Environmental Resource Permit to the Perpetual Operation and Maintenance Entity

Instructions: Complete this form to transfer the permit to the operation and maintenance entity. This form can be completed concurrently with, or within 30 days of approval of, the As-Built Certification and Request for Conversion to Operation Phase (Form 62-330.310(1)). Please include all documentation required under Section 12.2.1(b) of Applicant's Handbook Volume I (see checklist below). **Failure to submit the appropriate final documents will result in the permittee remaining liable for operation and maintenance of the permitted activities.**

Permit No.: 96509

Application No(s): 7

Project Name: River Glen Phase 2

Phase or Independent Portion (if applicable): Unit 4A only, including SWMF 4A

- A. **Request to Transfer:** The permittee requests that the permit be transferred to the legal entity responsible for operation and maintenance (O&M).

By: _____	Philip A. Fremento - Vice President
Signature of Permittee	Name and Title
D.R. Horton, Inc. - Jacksonville	4220 Race Track Road
Company Name	Company Address
(904) 421-4612 / aksharp@drhorton.com	St. Johns, FL 32259
Phone/email address	City, State, Zip

- B. **Agreement for System Operation and Maintenance Responsibility:** The below-named legal entity agrees to operate and maintain the works or activities in compliance with all permit conditions and provisions of Chapter 62-330, Florida Administrative Code (F.A.C.) and Applicant's Handbook Volumes I and II.

The operation and maintenance entity does not need to sign this form if it is the same entity that was approved for operation and maintenance in the issued permit.

Authorization for any proposed modification to the permitted activities shall be applied for and obtained prior to conducting such modification.

By: _____	River Glen Community Development District
Signature of Representative of O&M Entity	Name of Entity for O&M
Charles Moore, Chairman for River Glen CDD	3434 Colwell Avenue, Suite 200
Name and Title	Address
_____	Tampa, FL 33614
Email Address	City, State, Zip
_____	_____
Phone	Date

Enclosed are the following documents, as applicable:

- ☐ Copy of recorded transfer of title to the operating entity for the common areas on which the stormwater management system is located (unless dedicated by plat)
- ☒ Copy of all recorded plats
- ☒ Copy of recorded declaration of covenants and restrictions, amendments, and associated exhibits
- ☐ Copy of filed articles of incorporation (if filed before 1995)
- ☐ A Completed documentation that the operating entity meets the requirements of Section 12.3 of Environmental Resource Permit Applicant's Handbook Volume I. (Note: this is optional, but aids in processing of this request)





St. Johns River

Water Management District

Michael A. Register, P.E., Executive Director

7775 Baymeadows Way • Suite 102 • Jacksonville, FL 32256 • 904-730-6270 • www.sjrwmd.com

January 06, 2022

Philip A Fremento
DR Horton Inc-Jacksonville
4220 Race Track Rd
Saint Johns, FL 32259-2084
Sent via eMail: aksharp@drhorton.com

Re: River Glen Phase 2 – Phase 4A Pond 4A
Permit Number: 96509-7 Item Number: 1383611
(Please reference the permit number/item number on all correspondence.)

Dear Mr. Fremento:

The St. Johns River Water Management District has received the “As-built Certification” for the above referenced permit. The District reviewed the As-built drawings and/or the permitted drawings, inspected the project site on January 6, 2022, and determined the system was in compliance at the time of our inspection. This project is now in the operation and maintenance phase. Future inspections may be needed to ensure continued compliance with State law and District rules.

The District encourages you to review the conditions unique to your project. Some projects may require frequent inspections, maintenance or submittals due to the type of system approved and/or the geographical location. At a minimum, the operation and maintenance (O&M) entity must inspect the stormwater/surface water management system once every two years to determine whether the system is functioning as designed and permitted. The District asks that the O&M entity maintain a record of the inspection and have it available upon request. If the system is not functioning as designed and permitted, please submit to the District an Operation and Maintenance Inspection Certification, on form number 62-330.311(1).

Also, please notify the District within 30 days of any sale, conveyance or any other transfer for a permitted stormwater/surface water management system or the real property at which the system is located. This notification will assist the District in the permit transfer process and to ensure that the correct entity is the holder of the legal permit.

GOVERNING BOARD

Rob Bradley, CHAIRMAN
FLEMING ISLAND

Ryan Atwood
MOUNT DORA

Maryam H. Ghyabi-White, VICE CHAIRMAN
ORMOND BEACH

Doug Bourmique
VERO BEACH

Douglas Burnett
ST. AUGUSTINE

J. Chris Peterson, SECRETARY
WINTER PARK

Cole Oliver
MERRITT ISLAND

Ron Howse, TREASURER
COCOA

Janet Price
FERNANDINA BEACH

Thank you for your cooperation. If you have any questions, please call me at (904) 448-7932 or by email at SLeitheiser@sjrwmd.com.

Sincerely,



Stacey S. Leitheiser
Engineer III
Division of Regulatory Services

cc: Regulatory File

Vince Dunn – Dunn and Associates
Sent via eMail: vdunn@dunneng.com