



Rizzetta & Company

River Glen Community Development District

**Board of Supervisors' Meeting
April 21, 2022**

**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	Charles Moore	Chairman
	Gretchen Copeland	Vice Chairman
	Steven Bryant	Assistant Secretary
	Steven Nix	Assistant Secretary
	Robert Porter	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 first section of the meeting is called Audience Comments, which is the portion of the agenda where individuals may make comments on Agenda Items. The final section of the meeting will provide an additional opportunity for Audience Comments on other matters of concern that were not addressed during the meeting. Individuals are limited to a total of three (3) minutes to make comments during these times.

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

April 13, 2022

River Glen Community Development District

Dear Board Members:

The **special** meeting of the Board of Supervisors of the River Glen Community Development District will be held on **Thursday, April 21, 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.

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 Continued Meeting held February 24, 2022.....Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for January and February 2022.....Tab 2
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Acceptance of Stormwater Analysis.....Tab 3
 - C. Field Inspection Report for March and April.....Tab 4
 1. Consideration of Rizzetta & Company's Field Services' Proposal for Additional Services.....Tab 5
 - D. Landscape and Irrigation Report
 - E. Amenity Manager Report.....Tab 6
 1. Update on Pool
 2. Discussion Regarding Vending Machine
 3. Consideration of Purchase of Pressure Washer by District
 - F. District Manager
 1. Presentation of Audit for Fiscal Year Ended September 30, 2021.....Tab 7
5. **BUSINESS ITEM**
 - A. Discussion Regarding Landscape Maintenance Services
 1. Consideration of Proposal(s) for Landscape Maintenance Services for Phase 1 (under separate cover)
 - B. Consideration of Proposals for Outdoor Amenity Furniture.....Tab 8
 - C. Consideration of Proposals for Outfield Restoration.....Tab 9
 - D. Consideration of Proposals for Basketball, Tennis/ Pickleball Court Resurfacing.....Tab 10
 - E. Consideration of Proposal for Top Choice Application.....Tab 11
 - F. Consideration of Landscape and Pond Maintenance Proposals for Additional Areas in Phase 2.....Tab 12
6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

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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

District Manager

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 **continued** meeting of the Board of Supervisors of River Glen Community Development District was held on **Thursday, February 24, 2022 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
Gretchen Copeland	Board Supervisor, Vice Chairman
Steven Nix	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Kutak Rock, LLP (via speaker phone)
Dan McCranie	District Engineer, McCranie & Associates, Inc. (via speaker phone)
Tony Shiver	President, First Coast CMS
Andrew Dorich	Operations Manager – North Region, First Coast CMS
Jason Liggett	Field Service Manager, Rizzetta & Company, Inc. (via speaker phone)
Daniel Todd	Account Manager, Duval Landscaping

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 2:14 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

THIRD ORDER OF BUSINESS

**Consideration of the Board of Supervisors'
Regular Meeting Minutes held on January 20,
2022**

On a motion by Mr. Moore, seconded by Ms. Copeland, with all in favor, the Board approved the Minutes of the Board of Supervisors January 20, 2022 Regular Meeting for River Glen Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of Audit
Committee Meeting held on January 20, 2022**

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved the Minutes of the Audit Committee January 20, 2022 Meeting for River Glen Community Development District.

Dan McCranie Joined the Meeting in Progress

FIFTH ORDER OF BUSINESS

**Ratification of Operation and Maintenance
Expenditures for December 2021**

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board ratified the Operation and Maintenance Expenditures for December 2021 in the amount of \$21,204.50 for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Capital Improvement, Account
Series 2021, CR11 AA2**

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board ratified the Capital Improvement, Account Series 2021, CR11 AA2 for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals for Arbitrage
Services**

The Board reviewed proposals from LLS Tax Solutions and Grau & Associates.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved LLS Tax Solutions' proposal for Arbitrage Services for Series 2021 Bonds in the amount of \$500 per year for bond years ending April 18, 2022, April 18, 2023, and April 18, 2024 for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan presented and reviewed the Retention and Fee Agreement.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved Kutak Rock, LLC's Retention and Fee Agreement for River Glen accepted Development District.

B. District Engineer

Mr. McCranie reviewed that the Edwards Road drainage repair project was complete and was installed per design. He recommended the invoice in the amount of \$6,011.31 for payment and would forward. The Board requested that this area be monitored during the monthly Field Services Inspections performed by Jason Liggett with Rizzetta & Company.

C. Field Inspection Reports

1.) Field Service Report, February 1, 2022

Mr. Liggett reviewed his report found under Tab 7 of the agenda.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved the removal of the two Ligustrums at the main entrance and replace them with two Chaste trees at a cost not to exceed \$1,500 with Duval Landscape for River Glen Community Development District.

D. Landscape Report

1.) Duval Landscape Report

Mr. Todd updated the Board that his team is continuing to monitor frost damage to plants and that Duval will be completing the Oak tree lifting next week and will have the mulch in the pool area completed now that the pool refurbishment work is done. It was noted that he would provide a proposal to sod the area noted #7 on the Field Inspection Report. He also provided an update to the Board regarding recommendations for the ballfield area but did not have proposals at this time for review.

E. Amenity Manager Report

1.) First Coast CMS, Amenity Manager Report, January 10, 2022

Mr. Shiver updated the Board that the pool refurbishment is substantially complete at this time and that he completed a walk through yesterday and there were some punch list items. He updated the Board that there was one change order totaling \$1,657.63 for 25 pieces of additional coping. He also noted that he is still waiting for the structure for the activity pool to be completed and while the pool has been

refilled, it is not ready to use.

The Board requested that an E Blast be sent to the community that the pool is not open yet.

The Board then discussed lighting for the basketball courts and took no action at this time.

F. District Manager

Ms. Gallagher reminded the Board that the next meeting is scheduled for March 17, 2022.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved the renewal proposal form Solitude for Phase 1 ponds reflecting a new monthly service amount of \$445.00 for River Glen Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services (under separate cover)

The Board reviewed the current Phase 1 agreement with Duval Landscape and the proposal from Koehn Outdoor. Discussion ensued regarding the current level of service from Duval Landscape and while the Board felt that there was still room for improvement, they did not take any further action and tabled all landscape maintenance proposal discussion at this time. It was requested that additional Field Inspections be considered for the growing season when working on the proposed budget for Fiscal Year 2022/2023.

TENTH ORDER OF BUSINESS

Consideration of Proposals for Ballfield Restoration (under separate cover)

The Board reviewed the proposals from Florida Carter and Koehn Outdoor for ballfield restoration (Exhibit A). Discussion ensued regarding Koehn Outdoor not providing a proposal for the requested scope making the proposals received not apples to apples. Mr. Shiver also noted that a proposal was requested from Duvall Landscape, but not received.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved the infield portion of the Florida Carter proposal in the amount of \$15,250.00 for River Glen Community Development District.

It was requested that Duval Landscape also provide a proposal for the outfield.

ELEVENTH ORDER OF BUSINESS

Consideration FPL Streetlighting Agreement, Phase 4B and 5A

Ms. Gallagher presented and reviewed the FPL Streetlighting agreement for Phase 4B and 5A.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved FPL Streetlighting Agreement Phase 4B and 5A for River Glen Community Development District.

TWELFTH ORDER OF BUSINESS

**Ratification of Approval of JEA Acceptance,
Phase 4B**

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board ratified the approval of JEA Acceptance, Phase 4B for River Glen Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Ratification of Approval of SJRWMD Permit
Transfer, Phase 2, Unit 2 SWMF 2A & 2B**

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board ratified the approval of SJRWMD Permit Transfer, Phase 2, Unit 2 SWMF 2A & 2B for River Glen Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Proposal(s) for Court
Resurfacing**

Mr. Shiver reviewed proposals that he received from PSA (Pro Sealed Asphalt) and noted he had requested proposals from Court Surfaces but did not receive them prior to the meeting. PSA provided options for the basketball court resurfacing, tennis court resurfacing as well as tennis court resurfacing with one court being converted to pickleball. Discussion ensued regarding a portion of the tennis court being converted to pickle ball.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board approved Mr. Shiver continuing to pursue Court Surfaces for a proposal and approved a not to exceed amount of \$40,775.00 to be paid out of 2021 refinance proceeds for the basketball court resurfacing and tennis court resurfacing with one court being converted to 4 pickleball courts to include posts and nets for River Glen Community Development District.

FIFTEENTH ORDER OF BUSINESS

Discussion Regarding Amenity Policies

The Board reviewed concerns regarding short term vacation rentals within River Glen CDD. A discussion ensued.

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board amended the River Glen CDD Amenity Policies to limit the transfer of amenity privileges to a tenant, noting that No Household may transfer its privileges to use the District's amenity facilities to a tenant more than two times per year for River Glen Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

It was requested that pool furniture be reviewed when proposing the budget for Fiscal Year 2022/2023.

There was no audience present to comment.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Moore, seconded by Mr. Nix, with all in favor, the Board adjourned the meeting at 4:01 p.m. for River Glen Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A

Thank you. This is the updated price from Florida Carter.

Good to hear from you Tony,
I have updated pricing as budget friendly as possible. If you think the community would be interested in a full field renovation I believe that price could be kept the same.

Any questions, dont hesitate to reach out.
My cell is 904-4340621

Thank you,
James Carter

Option 1 - Clay infield renovation:

- The clay lip where the existing infield clay meets the existing outfield grass will be removed.
- Existing clay will be ripped, laser graded, and compacted as needed with additional clay being brought in to improve the slope as needed.
- Transition from clay infield to the grass outfield will be sloped to best fit the newly graded clay with the existing outfield grass. This new infield will be skinned and marked.
- (1) Set of base receivers (Home, Pitching Rubber, 1st, 2nd, 3rd) will be installed using a base configuration specified by the owner.
- The infield clay will be laser graded a final time.

Price:
\$15,250

Option 2 - Outfield Koro Frazzle Mowing:

- Approx. 55,000SF outfield will be leveled with a Koro Frazzle Mower. This provides a planing effect that will fill existing divots while also removing minor hills.
- The field will be laser graded as possible, and then compacted.
- Additional tops will be disposed of on-site.

Price:
\$19,250

If both options are selected the final price can be discounted to \$32,250 total.

Please Note:

*If the option 2 is selected, it is recommended that the construction begin around May/June as that is the peak growing season for sod and will aid in the regrowing of the field after the frazzle mowing.

*On-site area will be needed to dispose of top material if the outfield is frazzle mowed.

*This price does not include any additional sod.

*This price does not include any relocation or repair of any existing irrigation system.

*This price does not include the location/relocation of any existing utilities.



PO BOX 57685
Jacksonville, FL 32241 US
(904) 9047160683
accounting@koehnoutdoor.com
www.koehnoutdoor.com

Estimate

ADDRESS

River Glen CDD

ESTIMATE # 7641

DATE 02/23/2022

ACTIVITY	QTY	RATE	AMOUNT
River Glen CDD Contractor will add 2 loads of clay to the infield skin. Add new base anchors and home plate. Spray out any remaining turf. Till and grade for proper drainage.	1	26,193.75	26,193.75
Install 55,000 sq ft of Bermuda 419 sod.	1	51,562.50	51,562.50

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Offer is valid for thirty days from above date.

Date: _____

Signature: _____

Thank you for your business!

TOTAL

\$77,756.25

Accepted By

Accepted Date

Tab 2

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

January 2022

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$43,994.13**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures
January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Comcast	20221901-2	8495 74 401 0038261 01/22	Clubhouse/TV/Phone/Internet 01/22	\$ 271.00
Duval Landscape Maintenance, LLC	4012	13472	Landscape Maintenance 10/21	\$ 5,560.65
Duval Landscape Maintenance, LLC	4012	13807	Landscape Maintenance 11/21	\$ 5,560.66
Duval Landscape Maintenance, LLC	4012	14314	Landscape Maintenance 12/21	\$ 5,560.65
Duval Landscape Maintenance, LLC	4006	14547	#17229 - flower change out 12/21	\$ 693.15
Duval Landscape Maintenance, LLC	4006	14577	#17464 - annual contract mulch 12/21	\$ 3,456.00
First Coast CMS, LLC	4004	6337	Monthly Services 02/22	\$ 3,992.19
First Coast CMS, LLC	4007	6380	Reimbursement For Purchases 12/21	\$ 691.98
Fitness Pro	4013	26568	Fitness Equipment Repairs 01/22	\$ 85.00
Florida Department of Revenue	4008	65-8016514515-1 12/21	Sales And Use Tax 12/21	\$ 13.08
Florida Power & Light Company	20221901-1	FPL Summary 12/21	Electric Summary 12/21	\$ 3,320.46
Innersync	4005	20051	Quarterly ADA Website Services Q2 FY 21/22	\$ 384.38

River Glen Community Development District

Paid Operation & Maintenance Expenditures
January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
JEA	20221901-3	Acct#4780546006 12/21	Acct#4780546006 12/21	\$ 430.85
Kutak Rock LLP	4009	2977799	Legal Services 11/21	\$ 1,606.67
Phil Lentsh dba Office Dynamics	4014	34156	Book Copy 01/22	\$ 58.60
Republic Services of Florida	20223101-4	0687-001190251	Waste Disposal Services 12/21	\$ 78.97
Rizzetta & Company, Inc.	4010	INV0000064605	District Management Services 01/22	\$ 5,784.84
Rizzetta & Company, Inc.	4015	INV0000064858	Annual Dissemination Services FY 21/22	\$ 6,000.00
SOLitude Lake Management	4011	PI-A00739764	Lake & Pond Management Services 01/22	<u>\$ 445.00</u>
Report Total				<u>\$ 43,994.13</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

February 2022

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$17,770.90**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures
February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Charles G. Moore	4017	CM012022	Board of Supervisors Meeting 01/20/2022	\$ 200.00
Comcast	44593	8495 74 401 0038261 02/22	Clubhouse/TV/Phone/Internet 02/22	\$ 271.27
Fitness Pro	4021	26731	Quarterly Preventative Maintenance 02/22	\$ 200.00
Florida Department of Revenue	4022	65-8016514515-1 01/22	Sales And Use Tax 01/22	\$ 19.62
Florida Power & Light Company	44594	FPL Summary 01/22	Electric Summary 01/22	\$ 2,844.79
Grau & Associates	4023	21826	Audit Services FY 20/21	\$ 2,500.00
Grau & Associates	4026	21981	Audit Services FY 20/21	\$ 4,400.00
Gretchen Copeland	4016	GC012022	Board of Supervisors Meeting 01/20/2022	\$ 200.00
JEA	44595	Acct#4780546006 01/22-	Acct#4780546006 01/22	\$ 337.23
Kutak Rock LLP	4024	2979601	Legal Services 12/21	\$ 509.44
Nassau County Board of County Commisioners	4025	220210179052001	Clubhouse Fire Inspection 02/22	\$ 25.00
Republic Services of Florida	44596	0687-001198046	Waste Disposal Services 2/22	\$ 78.71

River Glen Community Development District

Paid Operation & Maintenance Expenditures
February 1, 2022 Through February 28, 2022

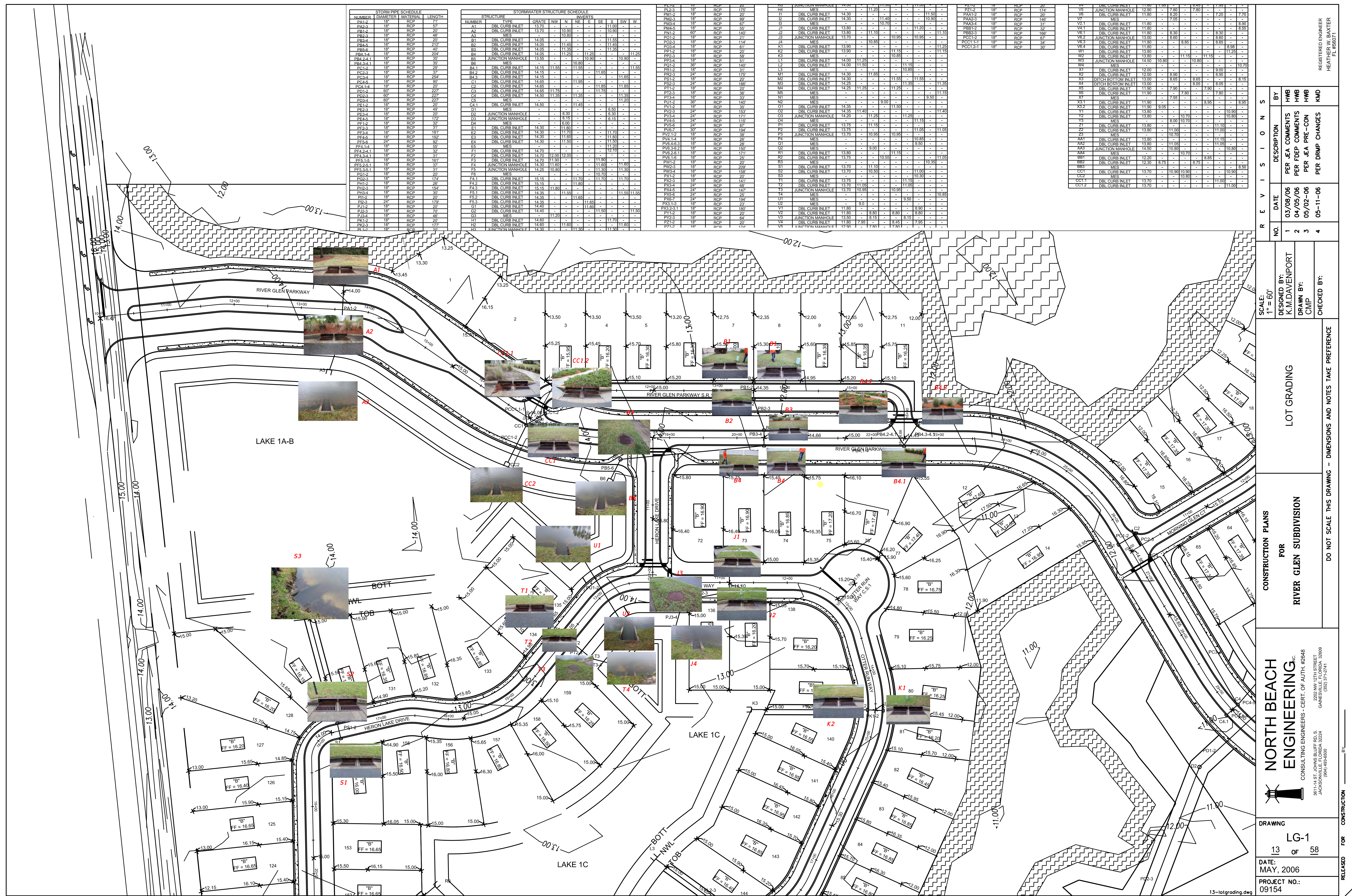
<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	4019	INV0000065444	District Management Services 02/22	\$ 5,784.84
Robert S. Porter	4018	BP012022	Board of Supervisors Meeting 01/20/2022	\$ 200.00
Steven Brian Nix	4020	SN012022	Board of Supervisors Meeting 01/20/2022	<u>\$ 200.00</u>
Report Total				<u>\$ 17,770.90</u>

Tab 3

Structure	Necessary Action	Dig around structure, patch leak in structure, plug underdrain at structure	Remove asphalt, repair leak in pipe and/or structure, plug underdrain at structure, repair roadway with asphalt patch	Plug underdrain at structure	Remove silt fencing	Repair erosion around MES	Clear around MES
A1	Plug underdrain in structure				1		
A2	Plug underdrain in structure				1		
A3							
CC1	Remove silt fence. Plug underdrain in structure				1	1	
CC1.1	Remove silt fence. Plug underdrain in structure				1	1	
CC1.2	Plug underdrain in structure				1		
CC2							
B1	Minor low spot (2). Plug underdrain in structure	1					
B2	Plug underdrain in structure				1		
B3	Plug underdrain in structure				1		
B4	Minor low spot (1). Major low spot (1). Plug underdrain in structure	1					
B4.1	Minor low spot (1). Plug underdrain in structure	1					
B4.2	Plug underdrain in structure				1		
B4.3	Plug underdrain in structure				1		
B5							
B6							
C1	Plug underdrain in structure				1		
C2	Plug underdrain in structure				1		
C3	Minor low spot (1). Plug underdrain in structure	1					
C4	Plug underdrain in structure				1		
C4.1	Minor low spot (1). Remove silt fence. Dip in asphalt. Plug underdrain in structure			1		1	
C5							
D1							
D2							
D2.1							
D2.2							
D2.3							
D3							
D4							
E1							
E2	Minor low spot (1). Remove silt fence. Plug underdrain in structure	1					
E3	Remove silt fence. Plug underdrain in structure				1	1	
E4	Plug underdrain in structure				1		
E5					1		
F4.1	Remove silt fence. Plug underdrain in structure				1	1	
F4.2	Remove silt fence. Plug underdrain in structure				1	1	
F5.1	Major low spot (1). Remove silt fence. Plug underdrain in structure	1				1	
F5.2	Remove silt fence. Plug underdrain in structure				1	1	
F5.3	Remove silt fence. Plug underdrain in structure				1	1	
F5							
F6							
G1	Plug underdrain in structure				1		
G2	Major low spot (2). Plug underdrain in structure	1					
G3							
H1	Plug underdrain in structure				1		
H2	Plug underdrain in structure				1		
H3							
H4							
I1	Plug underdrain in structure				1		
I2	Plug underdrain in structure				1		
I3							
J1	Plug underdrain in structure				1		
J2	Plug underdrain in structure				1		
J3							
J4							
K1	Plug underdrain in structure				1		
K2	Plug underdrain in structure				1		
K3							
L1	Plug underdrain in structure				1		
L2	Plug underdrain in structure				1		
L3							
M1	Plug underdrain in structure				1		
M2	Plug underdrain in structure				1		
M3	Plug underdrain in structure				1		
M4	Plug underdrain in structure				1		
M5							
N1	Repair erosion around MES						1
N2							
O1	Major low spots (2). Plug underdrain in structure	1					
O2	Plug underdrain in structure				1		
O3							
O4							
P1	Minor low spot (1). Major low spot (1). Plug underdrain in structure	1					
P2	Plug underdrain in structure				1		
P3	Covered manhole						
P4							
Q1							
Q2							
R1	Plug underdrain in structure				1		
R2	Minor low spot (1). Plug underdrain in structure	1					
R3							
S1	Plug underdrain in structure				1		
S2	Plug underdrain in structure				1		
S3							
T1	Plug underdrain in structure				1		
T2	Plug underdrain in structure				1		
T3							
T4							
U1							
U2							
V1	Minor low spot (1). Plug underdrain in structure	1					
V2	Plug underdrain in structure				1		
V2.1	Minor low spot (1). Plug underdrain in structure	1					

V3			
V4	Major low spot (1). Plug underdrain in structure	1	
V4.1	Plug underdrain in structure		1
V5			
V6	Plug underdrain in structure		1
V6.1	Plug underdrain in structure		1
V6.2			
V6.3	Plug underdrain in structure		1
V6.4	Minor low spot (1). Plug underdrain in structure	1	
V7			
X1	Plug underdrain in structure		1
X2	Minor low spot (2). Plug underdrain in structure	1	
X3			
X3.1	Major low spot (2). Plug underdrain in structure	1	
X3.2	Plug underdrain in structure		1
X4			
X5	Minor low spot (1). Plug underdrain in structure	1	
X6	Plug underdrain in structure		1
X7	Clear MES		

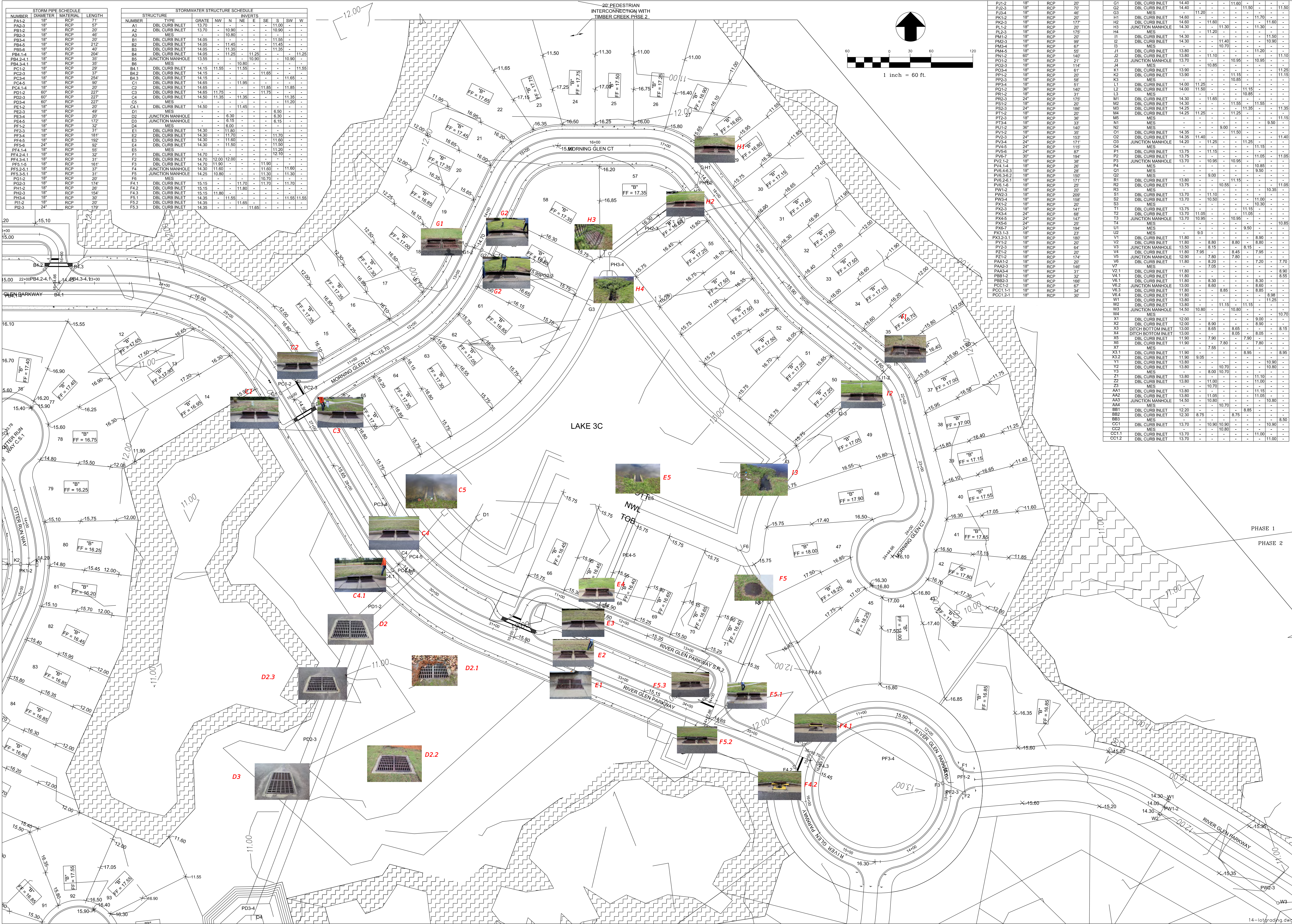
Repair Item	# of locations	Estimated price/location	Estimated cost
Dig around structure, patch leak in structure, plug underdrain at structure	17	\$ 1,800.00	\$ 30,600.00
Remove asphalt, repair leak in pipe and/or structure, plug underdrain at structure, repair roadway with asphalt patch	1	\$ 3,500.00	\$ 3,500.00
Plug underdrain at structure	49	\$ 600.00	\$ 29,400.00
Remove silt fencing	9	\$ 50.00	\$ 450.00
Repair erosion around MES	1	\$ 400.00	\$ 400.00
Clear around MES, unclog pipe	1	400	\$ 400.00
Total			\$ 64,750.00
Mobilization		10%	\$ 6,475.00
Unknowns		10%	\$ 6,475.00
Total estimated costs			\$ 77,700.00



✓

STORM PIPE SCHEDULE		
NUMBER	DIAMETER	LENGTH
PA1-2	18"	RCP 71
PA2-3	18"	RCP 57
PA3-4	18"	RCP 20
PA4-5	18"	RCP 46
PA5-6	18"	RCP 20
PA6-7	18"	RCP 212
PA7-8	18"	RCP 40
PA8-9	18"	RCP 200
PA9-10	18"	RCP 35
PA10-11	18"	RCP 35
PA11-12	18"	RCP 29
PA12-13	18"	RCP 37
PA13-14	18"	RCP 250
PA14-15	18"	RCP 90
PA15-16	18"	RCP 207
PA16-17	18"	RCP 227
PA17-18	18"	RCP 227
PA18-19	18"	RCP 40
PA19-20	18"	RCP 207
PA20-21	18"	RCP 207
PA21-22	18"	RCP 181
PA22-23	18"	RCP 181
PA23-24	18"	RCP 181
PA24-25	18"	RCP 181
PA25-26	18"	RCP 181
PA26-27	18"	RCP 181
PA27-28	18"	RCP 181
PA28-29	18"	RCP 181
PA29-30	18"	RCP 181
PA30-31	18"	RCP 181
PA31-32	18"	RCP 181
PA32-33	18"	RCP 181
PA33-34	18"	RCP 181
PA34-35	18"	RCP 181
PA35-36	18"	RCP 181
PA36-37	18"	RCP 181
PA37-38	18"	RCP 181
PA38-39	18"	RCP 181
PA39-40	18"	RCP 181
PA40-41	18"	RCP 181
PA41-42	18"	RCP 181
PA42-43	18"	RCP 181
PA43-44	18"	RCP 181
PA44-45	18"	RCP 181
PA45-46	18"	RCP 181
PA46-47	18"	RCP 181
PA47-48	18"	RCP 181
PA48-49	18"	RCP 181
PA49-50	18"	RCP 181
PA50-51	18"	RCP 181
PA51-52	18"	RCP 181
PA52-53	18"	RCP 181
PA53-54	18"	RCP 181
PA54-55	18"	RCP 181
PA55-56	18"	RCP 181
PA56-57	18"	RCP 181
PA57-58	18"	RCP 181
PA58-59	18"	RCP 181
PA59-60	18"	RCP 181
PA60-61	18"	RCP 181
PA61-62	18"	RCP 181
PA62-63	18"	RCP 181
PA63-64	18"	RCP 181
PA64-65	18"	RCP 181
PA65-66	18"	RCP 181
PA66-67	18"	RCP 181
PA67-68	18"	RCP 181
PA68-69	18"	RCP 181
PA69-70	18"	RCP 181
PA70-71	18"	RCP 181
PA71-72	18"	RCP 181
PA72-73	18"	RCP 181
PA73-74	18"	RCP 181
PA74-75	18"	RCP 181
PA75-76	18"	RCP 181
PA76-77	18"	RCP 181
PA77-78	18"	RCP 181
PA78-79	18"	RCP 181
PA79-80	18"	RCP 181
PA80-81	18"	RCP 181
PA81-82	18"	RCP 181
PA82-83	18"	RCP 181
PA83-84	18"	RCP 181
PA84-85	18"	RCP 181
PA85-86	18"	RCP 181
PA86-87	18"	RCP 181
PA87-88	18"	RCP 181
PA88-89	18"	RCP 181
PA89-90	18"	RCP 181
PA90-91	18"	RCP 181
PA91-92	18"	RCP 181
PA92-93	18"	RCP 181
PA93-94	18"	RCP 181
PA94-95	18"	RCP 181
PA95-96	18"	RCP 181
PA96-97	18"	RCP 181
PA97-98	18"	RCP 181
PA98-99	18"	RCP 181
PA99-100	18"	RCP 181

STORMWATER STRUCTURE SCHEDULE		
NUMBER	TYPE	INVERTS
A1	DBL CURB INLET	13.70 - - - - 11.00 - -
A2	DBL CURB INLET	13.70 - - - - 10.90 - -
A3	MES	- - - - - - - -
B1	DBL CURB INLET	14.05 - - - - 11.55 - -
B2	DBL CURB INLET	14.05 - - - - 11.45 - -
B3	DBL CURB INLET	14.05 - - - - 11.35 - -
B4	DBL CURB INLET	14.05 - - - - 11.25 - -
B5	JUNCTION MANHOLE	13.55 - - - - 10.90 - -
B6	MES	- - - - - - - -
B4.1	DBL CURB INLET	14.15 11.55 - - - - 11.55 - -
B4.2	DBL CURB INLET	14.15 - - - - 11.65 - -
B4.3	DBL CURB INLET	14.15 - - - - 11.65 - -
C1	DBL CURB INLET	14.65 - - - - 11.95 - -
C2	DBL CURB INLET	14.65 - - - - 11.85 - -
C3	DBL CURB INLET	14.65 11.75 - - - - 11.75 - -
C4	DBL CURB INLET	14.50 11.35 - - - - 11.35 - -
C5	MES	- - - - - - - -
C4.1	DBL CURB INLET	14.50 - - - - 11.45 - -
D1	MES	- - - - - - - -
D2	JUNCTION MANHOLE	- - - - - - - -
D3	JUNCTION MANHOLE	- - - - - - - -
D4	MES	- - - - - - - -
E1	DBL CURB INLET	14.30 - - - - 11.80 - -
E2	DBL CURB INLET	14.30 - - - - 11.70 - -
E3	DBL CURB INLET	14.30 - - - - 11.60 - -
E4	DBL CURB INLET	14.30 - - - - 11.50 - -
E5	MES	- - - - - - - -
F1	DBL CURB INLET	14.70 - - - - 11.90 - -
F2	DBL CURB INLET	14.70 12.00 12.00 - - - -
F3	JUNCTION MANHOLE	14.25 10.80 - - - - 11.30 - -
F4	JUNCTION MANHOLE	14.30 11.60 - - - - 11.60 - -
F5	MES	- - - - - - - -
F4.1	DBL CURB INLET	15.15 - - - - 11.70 - -
F4.2	DBL CURB INLET	15.15 - - - - 11.60 - -
F4.3	DBL CURB INLET	15.15 11.80 - - - - 11.80 - -
F5.1	DBL CURB INLET	14.35 - - - - 11.55 - -
F5.2	DBL CURB INLET	14.35 - - - - 11.65 - -
F5.3	DBL CURB INLET	14.35 - - - - 11.85 - -

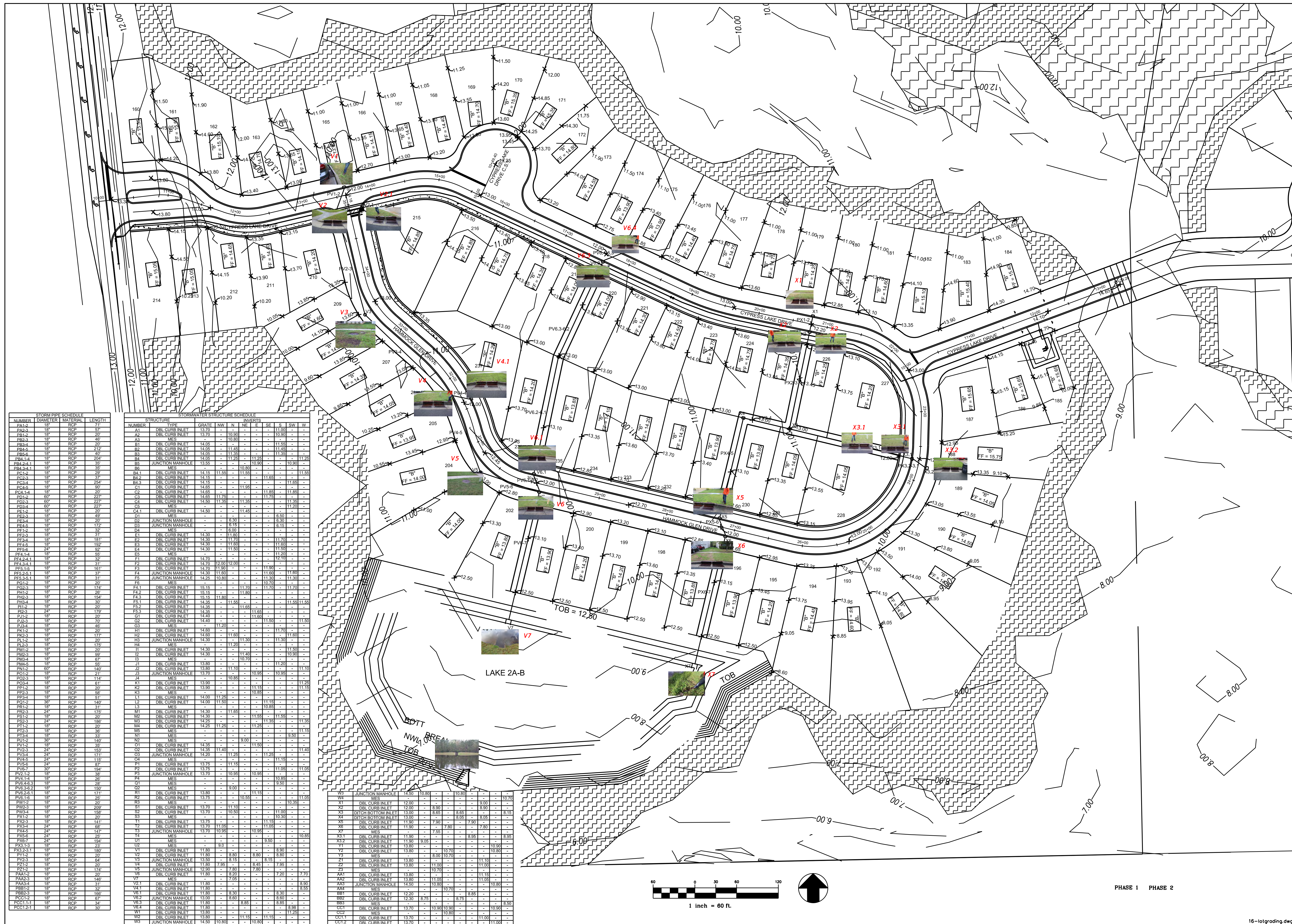


PH1-2	18"	RCP	207
PH2-3	18"	RCP	180
PH3-4	18"	RCP	46
PH4-5	18"	RCP	207
PH5-6	18"	RCP	177
PH6-7	18"	RCP	207
PH7-8	18"	RCP	175
PH8-9	18"	RCP	207
PH9-10	18"	RCP	99
PH10-11	18"	RCP	67
PH11-12	18"	RCP	55
PH12-13	18"	RCP	140
PH13-14	18"	RCP	211
PH14-15	18"	RCP	114
PH15-16	18"	RCP	61
PH16-17	18"	RCP	207
PH17-18	18"	RCP	58
PH18-19	18"	RCP	51
PH19-20	18"	RCP	51
PH20-21	18"	RCP	140
PH21-22	18"	RCP	31
PH22-23	18"	RCP	175
PH23-24	18"	RCP	207
PH24-25	18"	RCP	180
PH25-26	18"	RCP	207
PH26-27	18"	RCP	36
PH27-28	18"	RCP	33
PH28-29	18"	RCP	140
PH29-30	18"	RCP	35
PH30-31	18"	RCP	153
PH31-32	18"	RCP	171
PH32-33	18"	RCP	119
PH33-34	18"	RCP	87
PH34-35	18"	RCP	28
PH35-36	18"	RCP	25
PH36-37	18"	RCP	38
PH37-38	18"	RCP	26
PH38-39	18"	RCP	26
PH39-40	18"	RCP	150
PH40-41	18"	RCP	171
PH41-42	18"	RCP	25
PH42-43	18"	RCP	207
PH43-44	18"	RCP	207
PH44-45	18"	RCP	158
PH45-46	18"	RCP	207
PH46-47	18"	RCP	141
PH47-48	18"	RCP	68
PH48-49	18"	RCP	143
PH49-50	18"	RCP	25
PH50-51	18"	RCP	194
PH51-52	18"	RCP	23
PH52-53	18"	RCP	180
PH53-54	18"	RCP	180
PH54-55	18"	RCP	180
PH55-56	18"	RCP	64
PH56-57	18"	RCP	207
PH57-58	18"	RCP	174
PH58-59	18"	RCP	207
PH59-60	18"	RCP	31
PH60-61	18"	RCP	32
PH61-62	18"	RCP	180
PH62-63	18"	RCP	67
PH63-64	18"	RCP	34
PH64-65	18"	RCP	30

G1	DBL CURB INLET	14.40	-	-	-	11.60	-	-	-	11.50
G2	MES	-	-	-	-	-	-	-	-	11.50
H1	DBL CURB INLET	14.40	-	-	-	-	-	-	-	11.70
H2	DBL CURB INLET	14.40	-	-	-	-	-	-	-	11.60
H3	JUNCTION MANHOLE	14.30	-	-	-	11.30	-	-	-	11.30
H4	MES	-	-	-	-	-	-	-	-	11.50
I1	DBL CURB INLET	14.30	-	-	-	11.20	-	-	-	11.20
I2	DBL CURB INLET	14.30	-	-	-	11.40	-	-	-	10.90
I3	MES	-	-	-	-	-	-	-	-	10.70
J1	DBL CURB INLET	13.80	-	-	-	-	-	-	-	11.20
J2	DBL CURB INLET	13.80	-	-	-	11.10	-	-	-	11.10
J3	JUNCTION MANHOLE	13.70	-	-	-	10.95	-	-	-	10.95
J4	MES	-	-	-	-	10.85	-	-	-	10.85
K1	DBL CURB INLET	13.90	-	-	-	-	-	-	-	11.15
K2	DBL CURB INLET	13.90	-	-	-	11.15	-	-	-	11.15
K3	MES	-	-	-	-	-	-	-	-	10.85
L1	DBL CURB INLET	14.00	11.25	-	-	-	-	-	-	11.35
L2	DBL CURB INLET	14.00	11.50	-	-	-	-	-	-	11.15
L3	MES	-	-	-	-	-	-	-	-	11.15
M1	DBL CURB INLET	14.30	-	-	-	11.65	-	-	-	-
M2	DBL CURB INLET	14.30	-	-	-	-	-	-	-	11.55
M3	DBL CURB INLET	14.25	-	-	-	11.25	-	-	-	11.35
M4	DBL CURB INLET	14.25	11.25	-	-	-	-	-	-	11.35
N1	MES	-	-	-	-	-	-	-	-	9.50
N2	MES	-	-	-	-	9.00	-	-	-	-
O1	DBL CURB INLET	14.35	-	-	-	-	-	-	-	11.50
O2	DBL CURB INLET	14.35	11.40	-	-	-	-	-	-	11.40
O3	JUNCTION MANHOLE	14.35	11.25	-	-	-	-	-	-	11.25
O4	MES	-	-	-	-	-	-	-	-	11.15
P1	DBL CURB INLET	13.75	-	-	-	11.15	-	-	-	10.85
P2	MES	-	-	-	-	-	-	-	-	10.85
P3	JUNCTION MANHOLE	13.70	-	-	-	10.95	-	-	-	10.95
P4	DBL CURB INLET	13.75	-	-	-	10.55	-	-	-	10.85
R1	MES	-	-	-	-	-	-	-	-	9.50
Q2	MES	-	-	-	-	9.00	-	-	-	-
R1	DBL CURB INLET	13.80	-	-	-	10.15	-	-	-	10.85
R2	DBL CURB INLET	13.75	-	-	-	-	-	-	-	11.05
R3	MES	-	-	-	-	-	-	-	-	10.35
S1	DBL CURB INLET	13.70	-	-	-	11.10	-	-	-	10.35
S2	DBL CURB INLET	13.70	-	-	-	10.50	-	-	-	11.00
S3	MES	-	-	-	-	-	-	-	-	10.30
T1	DBL CURB INLET	13.75	-	-	-	-	-	-	-	11.15
T2	DBL CURB INLET	13.70	11.05	-	-	-	-	-	-	11.05
T3	JUNCTION MANHOLE	13.70	10.95	-	-	-	-	-	-	10.85
T4	MES	-	-	-	-	-	-	-	-	10.85
U1	MES	-	-	-	-	-	-	-	-	9.50
U2	MES	-	-	-	-	9.0	-	-	-	-
V1	DBL CURB INLET	11.80	-	-	-	-	-	-	-	8.90
V2	DBL CURB INLET	11.80	-	-	-	8.80	-	-	-	8.80
V3	JUNCTION MANHOLE	13.50	-	-	-	8.15	-	-	-	8.15
V4	DBL CURB INLET	11.80	7.95	-	-	-	-	-	-	7.95
V5	JUNCTION MANHOLE	12.90	-	-	-	7.80	-	-	-	8.50
V6	DBL CURB INLET	11.80	-	-	-	8.20	-	-	-	7.70
V7	DBL CURB INLET	11.80	-	-	-	-	-	-	-	8.90
V8	DBL CURB INLET	11.80	-	-	-	8.30	-	-	-	8.30
V9	JUNCTION MANHOLE	13.00	-	-	-	8.60	-	-	-	8.95
V10	DBL CURB INLET	11.80	-	-	-	8.85	-	-	-	8.85
V11	DBL CURB INLET	11.80	-	-	-	-	-	-	-	8.80
V12	DBL CURB INLET	11.80	-	-	-	-	-	-	-	8.98
V13	JUNCTION MANHOLE	13.00	-	-	-	8.05	-	-	-	8.15
W1	DBL CURB INLET	13.80	-	-	-	11.15	-	-	-	11.25
W2	DBL CURB INLET	13.80	-	-	-	-	-	-	-	11.15
W3	JUNCTION MANHOLE	14.50	10.80	-	-	-	-	-	-	10.80
W4	MES	-	-	-	-	-	-	-	-	10.70
X1	DBL CURB INLET	12.00	-	-	-	-	-	-	-	9.00
X2	DBL CURB INLET	12.00	-	-	-	8.90	-	-	-	8.90
X3	DITCH BOTTOM INLET	13.00	-	-	-	8.95	-	-	-	8.15
X4	DITCH BOTTOM INLET	13.00	-	-	-	8.05	-	-	-	8.05
X5	DBL CURB INLET	11.90	-	-	-	7.90	-	-	-	7.90
X6	DBL CURB INLET	11.90	-	-	-	7.80	-	-	-	7.80
X7	MES	-	-	-	-	7.55	-	-	-	7.55
X8	DBL CURB INLET	11.90	-	-	-	-	-	-	-	8.95
X9	DBL CURB INLET	11.90	9.05	-	-	-	-	-	-	8.95
Y1	DBL CURB INLET	13.80	-	-	-	10.70	-	-	-	10.90
Y2	DBL CURB INLET	13.80	-	-	-	-	-	-	-	10.80
Y3	MES	-	-	-	-	8.00	-	-	-	10.70
Z1	DBL CURB INLET	13.80	-	-	-	-	-	-	-	11.10
Z2	DBL CURB INLET	13.80	-	-	-	11.60	-	-	-	11.00
Z3	MES	-	-	-	-	-	-	-	-	10.70
AA1	DBL CURB INLET	13.80	-	-	-	-	-	-	-	11.15
AA2	DBL CURB INLET	13.80	-	-	-	11.05	-	-	-	11.05
AA3	JUNCTION MANHOLE	14.50	-	-	-	-	-	-	-	10.80
AA4	MES	-	-	-	-	10.70	-	-	-	-
BB1	DBL CURB INLET	12.20	-	-	-	-	-	-	-	8.85
BB2	DBL CURB INLET	12.30	8.75	-	-	-	-	-	-	8.75
BB3	MES	-	-	-	-	-	-	-	-	8.50
CC1	DBL CURB INLET	13.70	-	-	-	10.90	-	-	-	10.90
CC2	MES	-	-	-	-	10.80	-	-	-	-
CC1.1	DBL CURB INLET	13.70	-	-	-	-	-	-	-	11.00
CC1.2	DBL CURB INLET	13.70	-	-	-	-	-	-	-	11.60



 DRMP ENGINEERS - SURVEYORS - PLANNERS - SCIENTISTS CONSULTING ENGINEERS - CERT. OF AUTH. #2648 8001 BELFORT PARKWAY, SUITE 200 JACKSONVILLE, FLORIDA 32256 (904) 493-6500	Dyer, Riddle, Mills & Precourt, Inc.		CONSTRUCTION PLANS FOR RIVER GLEN SUBDIVISION LOT GRADING PLAN		SCALE: 1" = 60'	R E V I S I O N S			
	DRAWING LG-3 OF 58					NO.	DATE	DESCRIPTION	BY
						1	03-08-06	PER JEA COMMENTS	HWB
						2	04-05-06	PER FDEP COMMENTS	HWB
						3	05-02-06	PER JEA PRE-CON	HWB
DO NOT SCALE THIS DRAWING - DIMENSIONS TAKE PREFERENCE		4	05-11-06	PER DRMP CHANGES	KMD				
		5	05-07-08	WMD LETTER MOD	RWT				
PROJECT NO.: 09154		DATE: MAY, 2008		REGISTERED ENGINEER RICHARD W. TOMICH FL #59713					



 NORTH BEACH ENGINEERING, INC. CONSULTING ENGINEERS - CERT. OF AUTH. #2648 3611-14 ST. JOHNS BLUFF RD. S. GAINESVILLE, FLORIDA 32609 (954) 484-6500 (352) 371-2741	CONSTRUCTION PLANS FOR RIVER GLEN SUBDIVISION		LOT GRADING PLAN	SCALE: 1" = 60'	R E V I S I O N S				
	DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE			DESIGNED BY: K.M.DAVENPORT	NO.	DATE	DESCRIPTION	BY	
				DRAWN BY: CMP	1	03/08/06	PER JEA COMMENTS	HWB	
				CHECKED BY:	2	04/05/06	PER FDEP COMMENTS	HWB	
					3	05/02-06	PER JEA PRE-CON	HWB	
4	05-11-06	PER DRMP CHANGES	KMD						
DRAWING					REGISTERED ENGINEER HEATHER W. BAXTER FL #56071				

Tab 4

RIVER GLEN

FIELD INSPECTION REPORT



March 1, 2022
Rizzetta & Company
Jason Liggett – Field Services Manager



Rizzetta & Company
Professionals in Community Management

Main Entrance

General Updates, Recent & Upcoming Maintenance Events

- Was the February fertilization to the saint Augustine completed? 19-3-7 50% Polyplus.
- Was the February Bermuda fertilization completed? 24-5-11 w/ Micros slow release.
- In the month of march schedule the ornamental fertilization. 8-10-10

The following are action items for Duval 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. Remove the dead from the base of the Agapanthus in the front of the community center.
2. During my inspection, the recently installed bermuda was starting to get some green in it. Duval to make sure that we are cutting the bermuda at the proper height.(Pic 2)



6. During my inspection there was still a lot of beds that are still in need of mulch. All district areas with mulch need to be completed.



3. Treat the turf weeds in the bermuda in the front of the tennis court area. This is the areas of original bermuda.
4. Replace the irrigation valve box cover that was damaged by mowing equipment to the left of the gate for the tennis court.(Pic 4>)
5. Check the bermuda to the north of the tennis court during my inspection there was a lot of standing water. Check for mainline or lateral line breaks.(Pic 5)



Main Entrance To Fern Creek & Edwards Road ROW

7. Treat the ant mounds around the irrigation pump on river glen parkway just pass the tennis court. This area needs mulch also
8. Treat the ant mounds on river glen parkway. Once eradicated rake down the mounds. They will continue to pop up we need to do are best to stay on top of them.
9. Mulch needs to be installed in the island on river glen parkway across from the tennis court.(Pic 9)



10. Pocket prune the dead from the schilling hollies in the same bed as above. We need to work on trying to get the bad areas to fill back in this spring and summer.
11. Provide the district a date on when the pencil pruning of the crape myrtles will be finished.
12. Treat the turf weeds in the saint Augustine throughout river glen parkway. Improve the vigor this spring in these areas.
13. Remove the debris from the Woodline that is adjacent to the baseball field.(Pic 13)
14. Treat the turf weeds in the Bermuda throughout the pool area. Is this being done? I haven't seen much of a change.

15. Perform a cutback on the flax lilies and the gold mound in the front of center island to the community. During my inspection both were showing signs of recovery. If the gold mound do not recover, we will find alternate plants for this area.(Pic 15)



16. During my inspection some of the same ant mounds were present. These need to be treated and once eradicated rake down.
17. Remove the dead plant material on the inbound side at the main entrance to the community. They are right next to the main monument sign.
18. Remove the dead loropetalum on both sides of the main entrance to river glen. These are located on the back side of the fence. If there is a cost, invoice out the district.



Main Entrance To Fern Creek & Edwards Road ROW

19. Remove the low hanging moss from the oak tree on the inbound side of river glen parkway at the main entrance. It is the first tree once you pass the fence.
20. Treat the turf weeds at the outbound side of the main entrance to river glen with a selective herbicide.
21. Treat the bed weeds throughout the Edwards road frontage. During my visit there was still some standing water in the bed space along the white vinyl fence. But it seems not as much as before.
22. Duval to remove any commercial signage during visits.
23. Duval to treat the bed weeds at the lift station on lagoon forest drive. We are also in need of mulch to this area as well.



RIVER GLEN

FIELD INSPECTION REPORT



April 8, 2022
Rizzetta & Company
Jason Liggett – Field Services Manager



Rizzetta & Company
Professionals in Community Management

Main Entrance

General Updates, Recent & Upcoming Maintenance Events

- During my inspection, the property was not mowed this was on a Friday. Per the contract the property is to be mowed every week.

The following are action items for Duval 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. Uncover the drainage unit on the southeast side of the pool area.(Pic 1)



2. Remove the dead from the schilling Hollie on the southeast side of the pool area. This will allow the material to fill back in.
3. **During my inspection, the turf in the backside of the pool area has not been treated for turf weeds and is in bad condition.**(Pic 3>)
4. Diagnose and treat the feijoa in the back perimeter fence in the pool area. Treat with an insecticide.
5. Remove the vines from the feijoa near the tennis fence on the pool area side.
6. **Throughout the clubhouse the palms are in need to trimming. Per the scope of as needed.**
7. Diagnose and treat the sago palms in the center island in the pool area.
8. The turf weeds are out of control in the same center island as above. These need to be treated.
9. Prune the dead from the parsoni juniper to the south of the main entrance walkway in the front of the community center.
10. Treat the crack weeds throughout the gutters and in the pavers throughout the community center.
11. Treat the turf weeds in the new planted sod center island going towards the kid's playground area.



Main Entrance To Fern Creek & Edwards Road ROW

12. Remove the sucker growth growing in the azaleas over near the kid's playground.
13. Treat the bed weeds in the beds around the basketball court where the Ligustrum trees are.
14. There has been no turf weeds treatment at all in the baseball field these areas are to be maintained per the scope of services.(Pic 14)



15. Treat the turf weeds in the Bermuda turf areas around the tennis court.(Pic 15)



16. During my inspection, the mulching has still not been completed this was promised weeks ago. Why has the mulch not been completed? I have brought these up to duval multiple times and was promised it would be completed. (Pic 16a)

17. During my inspection, the saint Augustine needed fertilizer. Was this put down? We need to treat the saint Augustine for turf weeds per the scope of services.
18. Remove the vines growing in the schilling hollies in the center island on river glen parkway across from the tennis court.
19. The same area above is need of mulch.
20. Treat ant mounds throughout river glen parkway. The same ant mounds are in the same spot from last months inspection.
21. Improve the vigor in the saint Augustine throughout river glen parkway.
22. Prune out the dead from the schilling hollies in the outfield of the baseball field to allow them to fill back in.
23. Improve the vigor in the east Palatka hollies in the outfield of the baseball field. Have these been fertilized?
24. Lift the oak trees on river glen parkway on the outbound side in the common area strip. This is in the scope of service to 10 feet.



Main Entrance To Fern Creek & Edwards Road ROW

25. During my inspection the fakahatchee grass has not been cutback on river glen parkway.(Pic 25)



and gold mound duranta be cutback to allow new growth to flush back.(32a,32b)



26. Diagnose and treat the declining parsoni juniper at the corner of the center island on the outbound side of river glen parkway. Remove the weeds from this bed.

27. Remove the storm debris in the pine tree beds on the inbound side of river glen parkway. This needs to be done during each visit.

28. Treat the turf weeds on fern creek drive in the saint Augustine. This continues to go backwards.

29. During my visit of the common area and ponds throughout the district it was obvious that no mowing had taken place.

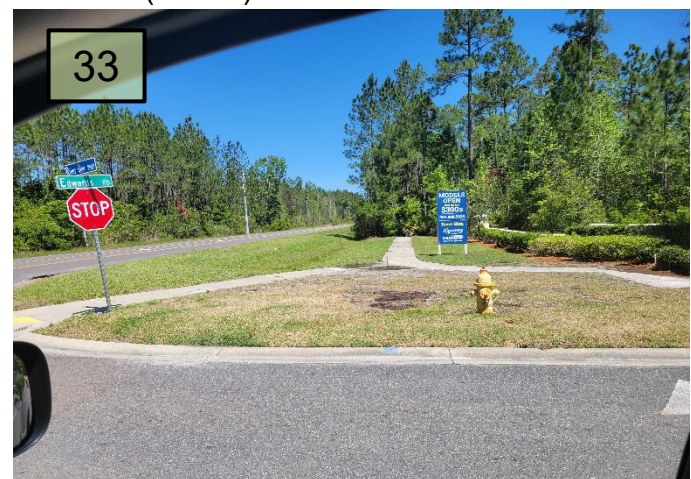
30. Treat the bed weeds on the berm across from the main lake on the inbound side of river glen parkway. This area is need to mulch as well.

31. Remove the weeds from the juniper in the center island at the main entrance to river glen.

32. During my visit there has been no rejuvenation pruning on the material from last months report. We requested the flax lilies



33. Diagnose and treat the decline in the turf on the entrance and exit side to the community these areas have declined over the past month.(Pic 33)



Main Entrance To Fern Creek & Edwards Road ROW

34. Treat the bed weeds throughout the gras bed on Edwards road. This bed is in very bad shape.

35. Remove the tree debris that is over the walkway on Edwards road. Dispose of debris in conservations area.(Pic 35)



36. Treat the turf weeds at the entrance to lagoon Forrest drive on the outbound and inbound side.



Tab 5

Proposal for Additional Services

February 28, 2022

River Glen Community Development District

Pursuant to contract, the below requested services are requested above and beyond the current Field Services agreement. Below is a description of requested services, estimated required time frame, and estimated total cost of services.

PURPOSE; SCOPE OF SERVICES:

I. The purpose of this proposal for professional field management services (hereinafter referred to as “**Contract**”) is for the Consultant to provide additional professional field services to the District. A detailed description of these services is provided below.

II. **The Service.** The Service Provider agrees to provide the following:

Perform eight (8) additional field inspections during the months from April through November. This inspection shall take place the morning of the board of supervisors’ monthly meeting. Field Service Manager (FSM) shall attend the meeting and provide the current update to those present and distribute a written, simplified update status report to the maintenance contractor.

III. Estimated Time to Complete Services:

9 / Hour(s)

IV. **Payment Amount.** The Client agrees to pay the Service Provider the following compensation for the Service performed under this Agreement:

- \$125/Hour (\$1125/mo. - \$9000/yr.) based on detailed services above – Part II. The Service.
- Plus: Mileage reimbursement based on an estimated 410-mile round trip, commensurate with IRS mileage reimbursement rate.

V. **Additional Terms & Conditions.** _____



Rizzetta & Company

VI. Entire Agreement. This Agreement constitutes the entire agreement between the Parties to its subject matter and supersedes all prior contemporaneous agreements, representations, and understandings of the Parties. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all Parties. This agreement in no way modifies any other Contract for Professional Field Services or non-related Additional Services Proposals.

IN WITNESS WHEREOF, the Parties hereto agree to the above terms and have caused this Agreement to be executed in their names by their duly authorized officers.

Client's Signature _____ **Date** _____

Print Name _____

Service Provider's Signature _____ **Date** _____

Print Name _____



Rizzetta & Company

Tab 6



River Glen Community Development District

Field Report March 2022

**First Coast CMS LLC
3/08/2022**

Swimming Pools

Oak Wells Aquatics has completed the pool refurbishment and the main pool is set to open on March 11th. We are still waiting on Compac for the installation date for the activity structure.

Facility Maintenance

We have received the agreement back from Shade America and materials are being ordered. I will update the Board as soon as I have a timeline

We have ordered replacement “No Parking Signs” for a couple of areas along lakes. The signs have become very faded due to the sun.

We have reached out to a vending company regarding vending machines at the Amenity Center. The Company will place their machines onsite and pay a 5% commission to the CDD in exchange for the space and electricity. The Company will stock and maintain the machines.

Tab 7

**RIVER GLEN
COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2021**

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
River Glen Community Development District
Nassau County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of River Glen Community Development District, Nassau County, Florida ("District") as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the District as of September 30, 2021, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The information for compliance with FL Statute 218.39 (3) (c) is not a required part of the basic financial statements. The information for compliance with FL Statute 218.39 (3) (c) has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

March 28, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of River Glen Community Development District, Nassau County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2021. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The liabilities of the District exceeded its assets plus deferred outflows of resources at the close of the most recent fiscal year resulting in a net position deficit balance of (\$50,826).
- The change in the District's total net position in comparison with the prior fiscal year was (\$916,994), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2021, the District's governmental funds reported combined ending fund balances of \$4,653,358, an increase of \$3,907,259 in comparison with the prior fiscal year. The total fund balance is non-spendable for prepaid items and deposits, restricted for debt service and capital projects, assigned to capital reserves, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management), maintenance and operations, culture and recreation, and SPE costs.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: the governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains four governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund, all of which are considered major funds. The District uses a special revenue fund to account for the SPE and its operations, which is also considered a major fund of the District. The SPE fund was closed in the current fiscal year.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets plus deferred outflows of resources at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2021	2020
Current and other assets	\$ 5,487,461	\$ 765,468
Capital assets, net of depreciation	11,059,108	2,512,776
Total assets	16,546,569	3,278,244
Deferred outflows of resources	19,656	-
Total assets and deferred outflows	16,566,225	3,278,244
Current liabilities	1,064,064	72,961
Long-term liabilities	15,552,987	2,339,115
Total liabilities	16,617,051	2,412,076
Net position		
Net investment in capital assets	(4,474,223)	173,661
Restricted	3,923,545	260,578
Unrestricted	499,852	431,929
Total net position	\$ (50,826)	\$ 866,168

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position decreased during the most recent fiscal year. The majority of the decrease is due to Bond issuance cost related to the issuance of the Series 2021 Bonds. The majority of the remaining decrease represents the extent to which the cost of operations and depreciation expense exceeded ongoing program revenues.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2021	2020
Revenues:		
Program revenues		
Charges for services	\$ 677,850	\$ 436,027
Operating grants and contributions	39	6,407
Capital grants and contributions	272	62
General revenues		
Unrestricted investment earnings and miscellaneous	3,423	16,681
Total revenues	681,584	459,177
Expenses:		
General government	137,211	120,233
Maintenance and operations	374,152	354,153
Culture and recreation	218,365	210,583
SPE costs	209	106,985
Interest on long-term debt	309,436	372,170
Payment to Bondholders	77,978	-
Bond issue costs	481,227	-
Total expenses	1,598,578	1,164,124
Special items	-	13,689,565
Change in net position	(916,994)	12,984,618
Net position - beginning	866,168	(12,118,450)
Net position - ending	\$ (50,826)	\$ 866,168

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2021 was \$1,598,578. The costs of the District's activities were partially funded by program revenues. As in the prior fiscal year, program revenues are comprised primarily of assessments, which increased in the current fiscal year. The majority of the change in expenses results from Bond issuance cost related to the issuance of the Series 2021 Bonds. In the prior year there was a non-recurring special item recognized for a gain on the cancellation of certain debt obligations.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2021.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At September 30, 2021, the District had \$15,467,339 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$4,408,231 has been taken, which resulted in a net book value of \$11,059,108. More detailed information about the District's capital assets is presented in the notes to the financial statements.

Capital Debt

At September 30, 2021, the District had \$15,355,000 Bonds outstanding for its governmental activities. During the current fiscal year, the District issued Series 2021 Bonds to currently refund the Series 2006 Bonds and provide funding for additional infrastructure. More detailed information about the District's capital debt is presented in the notes to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND OTHER EVENTS

The District issued additional Bonds to finance the acquisition of additional infrastructure as such the infrastructure project is expected to continue in the next fiscal year. It is anticipated that the general operations of the District will increase.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the River Glen Community Development District's Finance Department at 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

FINANCIAL STATEMENTS

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2021**

	Governmental Activities
ASSETS	
Cash	\$ 493,583
Prepaid items and deposits	25,719
Restricted assets:	
Investments	4,968,159
Capital assets:	
Nondepreciable	8,873,287
Depreciable, net	2,185,821
Total assets	<u>16,546,569</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred charge on refunding (debit)	19,656
Total deferred outflows of resources	<u>19,656</u>
LIABILITIES	
Accounts payable and accrued expenses	20,450
Contracts payable	813,653
Accrued interest payable	229,961
Non-current liabilities:	
Due within one year	390,000
Due in more than one year	15,162,987
Total liabilities	<u>16,617,051</u>
NET POSITION	
Net investment in capital assets	(4,474,223)
Restricted for debt service	500,702
Restricted for capital projects	3,422,843
Unrestricted	499,852
Total net position	<u>\$ (50,826)</u>

See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 137,211	\$ 137,211	\$ -	\$ -	\$ -
Maintenance and operations	374,152	330,062	-	272	(43,818)
Culture and recreation	218,365	-	-	-	(218,365)
SPE costs	209	-	-	-	(209)
Interest on long-term debt	309,436	210,577	39	-	(98,820)
Bond issue costs	481,227	-	-	-	(481,227)
Payment to Bondholders	77,978	-	-	-	(77,978)
Total governmental activities	1,598,578	677,850	39	272	(920,417)
General revenues:					
Miscellaneous revenues					3,368
Unrestricted investment earnings					55
Total general revenues					3,423
Change in net position					(916,994)
Net position - beginning					866,168
Net position - ending					<u>\$ (50,826)</u>

See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
BALANCE SHEET –
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2021**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
ASSETS				
Cash	\$ 493,583	\$ -	\$ -	\$ 493,583
Investments	-	730,663	4,237,496	4,968,159
Due from other funds	1,000	-	-	1,000
Prepaid items and deposits	25,719	-	-	25,719
Total assets	<u>\$ 520,302</u>	<u>\$ 730,663</u>	<u>\$ 4,237,496</u>	<u>\$ 5,488,461</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued expenses	\$ 20,450	\$ -	\$ -	\$ 20,450
Contracts payable	-	-	813,653	813,653
Due to other funds	-	-	1,000	1,000
Total liabilities	<u>20,450</u>	<u>-</u>	<u>814,653</u>	<u>835,103</u>
Fund balances:				
Nonspendable:				
Prepaid items and deposits	25,719	-	-	25,719
Restricted for:				
Debt service	-	730,663	-	730,663
Capital projects	-	-	3,422,843	3,422,843
Assigned to:				
Capital reserves	122,230	-	-	122,230
Unassigned	351,903	-	-	351,903
Total fund balances	<u>499,852</u>	<u>730,663</u>	<u>3,422,843</u>	<u>4,653,358</u>
Total liabilities and fund balances	<u>\$ 520,302</u>	<u>\$ 730,663</u>	<u>\$ 4,237,496</u>	<u>\$ 5,488,461</u>

See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET – GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2021**

Fund balance - governmental funds \$ 4,653,358

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	15,467,339	
Accumulated depreciation	<u>(4,408,231)</u>	11,059,108

Deferred charges on refunding of long-term debt are shown as deferred outflows/inflows of resources in the government-wide financial statements; however, this amount is expensed in the governmental fund financial statements. 19,656

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(229,961)	
Original issue discount/premium	(197,987)	
Bonds payable	<u>(15,355,000)</u>	<u>(15,782,948)</u>
Net position of governmental activities		<u><u>\$ (50,826)</u></u>

See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES –
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

	Major Funds				Total Governmental Funds
	General	Debt Service	Capital Projects	Special Purpose Entity	
REVENUES					
Assessments	\$ 467,273	\$ 210,577	\$ -	\$ -	\$ 677,850
Interest income	55	39	272	-	366
Miscellaneous revenue	3,368	-	-	-	3,368
Total revenues	470,696	210,616	272	-	681,584
EXPENDITURES					
Current:					
General government	137,211	-	-		137,211
Maintenance and operations	161,947	-	-	-	161,947
Culture and recreation	103,615	-	-	-	103,615
SPE costs	-	-	-	209	209
Debt service:					
Principal	-	2,360,000	-	-	2,360,000
Interest	-	135,523	-	-	135,523
Bond issuance costs	-	-	481,227	-	481,227
Capital outlay	-	-	8,873,287	-	8,873,287
Total expenditures	402,773	2,495,523	9,354,514	209	12,253,019
Excess (deficiency) of revenues over (under) expenditures	67,923	(2,284,907)	(9,354,242)	(209)	(11,571,435)
OTHER FINANCING SOURCES (USES)					
Transfer in (out)	-	85,612	(7,634)	(77,978)	-
Payment to Bondholders		(77,978)	-	-	(77,978)
Bond issuance	-	2,779,587	12,777,085	-	15,556,672
Total other financing sources (uses)	-	2,787,221	12,769,451	(77,978)	15,478,694
Net change in fund balances	67,923	502,314	3,415,209	(78,187)	3,907,259
Fund balances - beginning	431,929	228,349	7,634	78,187	746,099
Fund balances - ending	\$ 499,852	\$ 730,663	\$ 3,422,843	\$ -	\$ 4,653,358

See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

Net change in fund balances - total governmental funds	\$ 3,907,259
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures, however, the cost of capital assets is eliminated in the statement of activities and capitalized in the statement of net position.	8,873,287
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Governmental funds report the face amount of Bonds issued as financial resources when debt is first issued, whereas these amounts are eliminated in the statement of activities and recognized as long-term liabilities in the statement of net position.	(15,355,000)
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In connection with the issuance of the Bonds, the original issue discount/premium is reported as a financing use/source when debt is first issued, whereas this amount is eliminated in the statement of activities and reduces/increases long-term liabilities in the statement of net position.	(201,672)
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Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	2,360,000
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Depreciation of capital assets is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(326,955)
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Amortization of bond discount/premium is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	3,685
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The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	(176,369)
--	-----------

Amortization of the deferred charge on refunding is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(1,229)
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Change in net position of governmental activities	\$ (916,994)
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See notes to the financial statements

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

River Glen Community Development District ("District") was established on December 20, 2005 by Ordinance No. 2005-80 of Nassau County, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides, among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("the Board"), which is composed of five members. The Supervisors are elected on an at large basis by the landowners of the District. The Board of Supervisors of the District exercises all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. Blended component units, although legally separate entities, are, in substance, part of the government's operations.

Blended Component Unit

The SPE owns, manages, maintains, and will sell and dispose of property for the benefit of the Bondholders. The SPE is reported as a special revenue fund. The property was sold in the prior fiscal year and the fund was closed out in the current fiscal year.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include: 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments imposed on assessable lands located within the District. Assessments may be levied on property to pay for the operations and maintenance of the District. The fiscal year for which annual assessments may be levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. For debt service assessments, amounts collected as advance payments are used to prepay a portion of the Bonds outstanding. Otherwise, assessments are collected annually to provide funds for the debt service on the portion of the Bonds which are not paid with prepaid assessments.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

Special Purpose Entity Fund

The special purpose entity fund is a special revenue fund that accounts for the activities of the SPE, a blended component unit of the government. The SPE owns, manages, maintains, and will sell and dispose of property for the benefit of the Bondholders. The property was sold in the prior fiscal year and the fund was closed in the current fiscal year.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash on hand and demand deposits are considered to be cash and cash equivalents.

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and any unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Roadways and sidewalks	20
Stormwater management system	25
Landscape and signage	15
Amenity center/clubhouse complex	20
Furniture and equipment	5

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Refundings of Debt

For current refundings and advance refundings resulting in the defeasance of debt, the difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources and recognized ratably as a component of interest expense over the remaining life of the old debt or the life of the new debt, whichever is shorter. In connection with the refunding, \$1,229 was recognized as a component of interest expense in the current fiscal year.

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Fund Equity/Net Position

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year, the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) A public hearing is conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate Bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

Investments

The District's investments were held as follows at September 30, 2021:

	Amortized Cost	Credit Risk	Maturities
First American Government			
Oblig Fd CL D	\$ 4,968,159	S&P AAAm	14 days
Total Investments	<u>\$ 4,968,159</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indentures limit the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2021 were as follows:

Fund	Transfer in	Transfer out
Debt service	\$ 88,305	\$ 2,693
Capital projects	-	7,634
Special purpose entity	-	77,978
Total	<u>\$ 88,305</u>	<u>\$ 88,305</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, transfers from the special purpose entity fund to the debt service fund were to transfer amounts earned by the SPE that was due to the Bondholders in accordance with the Tri-Party Agreement. Transfers from the debt service fund to the capital projects fund were made in accordance with the Bond Indenture. Transfers from the capital projects fund to the debt service fund were made in accordance with the Bond Indenture to close out the capital projects fund for the Series 2006 Bonds.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2021 was as follows:

	Beginning Balance	Additions	Disposals	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Infrastructure under construction	\$ -	\$ 8,873,287	\$ -	\$ 8,873,287
Total capital assets, not being depreciated	-	8,873,287	-	8,873,287
Capital assets, being depreciated				
Roadways and sidewalks	\$ 2,782,575	\$ -	\$ -	\$ 2,782,575
Stormwater management system	922,396	-	-	922,396
Landscape and signage	542,700	-	-	542,700
Amenity center/clubhouse complex	2,294,995	-	-	2,294,995
Furniture and equipment	51,386	-	-	51,386
Total capital assets, being depreciated	6,594,052	-	-	6,594,052
Less accumulated depreciation for:				
Roadways and sidewalks	(1,715,791)	(139,129)	-	(1,854,920)
Stormwater management system	(455,015)	(36,896)	-	(491,911)
Landscape and signage	(445,807)	(36,180)	-	(481,987)
Amenity center/clubhouse complex	(1,413,277)	(114,750)	-	(1,528,027)
Furniture and equipment	(51,386)	-	-	(51,386)
Total accumulated depreciation	(4,081,276)	(326,955)	-	(4,408,231)
Total capital assets, being depreciated, net	2,512,776	(326,955)	-	2,185,821
Governmental activities capital assets, net	\$ 2,512,776	\$ 8,546,332	\$ -	\$ 11,059,108

The estimated cost of the Series 2016 infrastructure was approximately \$16,690,000. The infrastructure will include roadways, stormwater management facilities, water and wastewater facilities and entry landscaping. A portion of the project was funded with proceeds of the Bonds. The Series 2006 project was modified and infrastructure improvements for phase 1 were completed and certain assets within the phase have been conveyed.

During the current fiscal year, the District issued Series 2021 Bonds to finance portions of the Area 1 and Area 2. The remaining infrastructure intended to serve the District in Phases 2 – 5 has been estimated at a total cost of approximately \$18,114,000. The infrastructure will include roadways, potable water and wastewater systems, land improvements, and improvements to recreational facilities. A portion of the project costs was expected to be financed with the proceeds from the issuance of Bonds with the remainder to be funded by the Developer and conveyed to the District. Upon completion, certain infrastructure in the Series 2021 Area 2 projects are to be conveyed to others for ownership and maintenance responsibilities.

The Developer is managing the construction of the Series 2021 project, as a result, all the improvements acquired in the current fiscal year was acquired from the Developer.

Depreciation expense was charged to function/programs as follows:

Maintenance and operations	\$ 212,205
Culture and recreation	114,750
Total depreciation expense	<u>\$ 326,955</u>

NOTE 7 – LONG-TERM LIABILITIES

Series 2006

On November 1, 2006, the District issued \$10,390,000 of Capital Improvement Revenue Bonds, Series 2006 due on May 1, 2038 with a fixed interest rate of 5.45%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2009 through May 1, 2038. The Series 2006 Bonds were refunded in the current fiscal year with the issuance of Capital Improvement Revenue and Refunding Revenue Bonds, Series 2021 (Assessment Area One).

Series 2021

In April 2021, the District issued \$2,715,000 of Capital Improvement Revenue and Refunding Bonds, Series 2021 (Assessment Area One) and \$12,640,000 Capital Improvement Revenue Bonds Series 2021 (Assessment Area Two). The Series 2021 (Assessment Area One) Bonds consists of \$1,270,000 in term Bonds due on May 1, 2038 with fixed interest rates from 2.5% to 2.75%, and \$1,445,000 in Serial Bonds due May 1, 2031 with fixed interest rates from 0.75% to 2.4%. The Bonds were issued to refund the Series 2006 Bonds and to finance the acquisition and construction of certain improvements for the benefit of the District. The Series 2021 (Assessment Area Two) Bonds term Bonds due on May 1, 2051 with fixed interest rates from 2.375% to 3.65%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Series 2021 (Assessment Area One) Bonds is to be paid serially commencing May 1, 2022 through May 1, 2038. Principal on the Series 2021 (Assessment Area Two) Bonds is to be paid serially commencing May 1, 2022 through May 1, 2051.

The Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are also subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occur as outlined in the Bond Indenture.

The Bond Indenture requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirement as defined in the Indenture. In addition, the Bond Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Refunded Bonds

The District currently refunded the Series 2006 Capital Improvement Revenue Bonds, which had an outstanding balance of \$2,280,000 at the time of the refunding with the proceeds from the Series 2021 (Assessment Area One) Bonds. The refunding resulted in a difference in cash flows required to pay the respective debt service of \$(239,283). The refunding resulted in an economic gain of \$488,847. The refunded Bonds have been paid off as of September 30, 2021.

Changes in long-term liability activity for the fiscal year ended September 30, 2021 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2006	\$ 2,360,000	\$ -	\$ (2,360,000)	\$ -	\$ -
2021 Area 1	-	2,715,000	-	2,715,000	130,000
2021 Area 2	-	12,640,000	-	12,640,000	260,000
Plus issue premium	-	201,672	(3,685)	197,987	-
Total	<u>\$ 2,360,000</u>	<u>\$ 15,556,672</u>	<u>\$ (2,363,685)</u>	<u>\$ 15,552,987</u>	<u>\$ 390,000</u>

NOTE 7 – LONG-TERM LIABILITIES (Continued)

At September 30, 2021, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2022	\$ 390,000	\$ 534,660	\$ 924,660
2023	398,000	507,988	905,988
2024	407,000	498,369	905,369
2025	420,000	488,531	908,531
2026	428,000	478,381	906,381
2027-2031	2,312,000	2,212,988	4,524,988
2032-2036	2,697,000	1,842,836	4,539,836
2037-2041	2,543,000	1,392,540	3,935,540
2042-2046	2,595,000	952,600	3,547,600
2047-2051	3,165,000	390,000	3,555,000
Total	\$ 15,355,000	\$ 9,298,893	\$ 24,653,893

NOTE 8 – TRI-PARTY AGREEMENT AND SPECIAL PURPOSE ENTITY (SPE)

As a result of non-collection of assessments from the Developer in prior fiscal years, the District did not make certain debt service payments on the Series 2006 Bonds when due, which constitutes an event of default under the applicable trust indenture. In April 2009, an event of default was declared. The District initiated a foreclosure suit and was granted final judgment. The property was sold at a foreclosure sale in June 2010 and the lien securing the debt service assessments on the property was released. As a result, the property is the only remaining asset as an available source for the repayment of the extinguished liens. The Trustee, on behalf of the Bondholder, created or caused to be created a SPE to own, manage, and dispose of the property subject to delinquent Series 2006 assessments. In June 2010, the District entered a Tri-Party Agreement with the Trustee and the SPE. The parties acknowledged that the funds to operate the SPE would be provided by the Trustee and the terms of the agreement. The District agreed not to impose annual maintenance assessments on the property as long as funding is provided by the Trustee to fund the portion of the District's annual operating budget assigned to the property. The Trustee agrees that it will use available funds on deposit in the trust estate, including proceeds from sale of all or a portion of the property, to pay quarterly operating funding requests. The District remains liable with respect to the provisions of the trust indenture regarding principal and interest on the Bonds. In order to secure the payment and performance of the District's obligations under the Series 2006 Trust Indenture, the SPE delivered a mortgage securing such obligations.

In the 2020 fiscal year, the property was sold for a value of \$1,970,396 and the majority of the proceeds were transferred to the debt service fund to pay a portion of past due accrued interest. The SPE was closed in the current fiscal year and the remaining SPE funds of \$77,978 was distributed to the Bondholders of the Series 2006 Bonds which were refunded in the current fiscal year – see Note 7.

NOTE 9 – RELATED PARTY TRANSACTIONS AND CONCENTRATION

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

NOTE 10 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management services, which include financial and accounting services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

NOTE 11 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

	Budgeted Amounts <u>Original & Final</u>	Actual Amounts	Variance with Final Budget - Positive (Negative)
REVENUES			
Assessments	\$ 451,343	\$ 467,273	\$ 15,930
Interest income	-	55	55
Miscellaneous income	-	3,368	3,368
Total revenues	<u>451,343</u>	<u>470,696</u>	<u>19,353</u>
EXPENDITURES			
Current:			
General government	132,526	137,211	(4,685)
Maintenance and operations	196,023	161,947	34,076
Culture and recreation	122,794	103,615	19,179
Total expenditures	<u>451,343</u>	<u>402,773</u>	<u>48,570</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-</u>	67,923	<u>67,923</u>
Fund balance - beginning		<u>431,929</u>	
Fund balance - ending		<u>\$ 499,852</u>	

See notes to required supplementary information

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2021.

**RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT
NASSAU COUNTY, FLORIDA
OTHER INFORMATION – DATA ELEMENTS
REQUIRED BY FL STATUTE 218.39(3)(C)
UNAUDITED**

Element	Comments
Number of district employees compensated at 9/30/2021	0
Number of independent contractors compensated in September 2021	3
Employee compensation for FYE 9/30/2021 (paid/accrued)	Not applicable
Independent contractor compensation for FYE 9/30/2021	\$31,104
Construction projects to begin on or after October 1; (>\$65K)	Not applicable
Budget variance report	See page 23
Ad Valorem taxes;	Not applicable
Millage rate FYE 9/30/2021	Not applicable
Ad valorem taxes collected FYE 9/30/2021	Not applicable
Outstanding Bonds	Not applicable
Non ad valorem special assessments;	
Special assessment rate FYE 9/30/2021	Single Family - O&M - \$ 721.09 Single Family 50 - Debt Service - \$ 1,016.66 Single Family 55 - Debt Service - \$ 1,118.31 Single Family 60 - Debt service - \$ 1,219.99 Single Family 70 - Debt service - \$ 1,423.31 Single Family 50P - Debt service - \$ 513.18 Single Family 55P - Debt service - \$ 564.51 Single Family 60P - Debt service - \$ 615.85 Single Family 70P - Debt service - \$ 718.44
Special assessments collected FYE 9/30/2021	\$677,850.00
Outstanding Bonds:	
Series 2021 A1, due May 1, 2038	See Note 7 page 20 for details
Series 2021 A2, due May 1, 2051	See Note 7 page 20 for details

Independent contractor is defined as individuals and entities that receive a 1099.



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
River Glen Community Development District
Nassau County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of River Glen Community Development District, Nassau County, Florida ("District") as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated March 28, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 28, 2022



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CERTIFIED PUBLIC ACCOUNTANTS

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(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
River Glen Community Development District
Nassau County, Florida

We have examined River Glen Community Development District, Nassau County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2021. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2021.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of River Glen Community Development District, Nassau County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

March 28, 2022



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

To the Board of Supervisors
River Glen Community Development District
Nassau County, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of River Glen Community Development District, Nassau County, Florida ("District") as of and for the fiscal year ended September 30, 2021 and have issued our report thereon dated March 28, 2022.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 28, 2022, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General of the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. **Current year findings and recommendations.**
- II. **Status of prior year findings and recommendations.**
- III. **Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of River Glen Community Development District, Nassau County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank River Glen Community Development District, Nassau County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

March 28, 2022

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2020.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2021.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2021.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2021. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 25.

Tab 8

Horizon Casual, Inc
P.O Box 1000
Ocala, FL 34478
(352) 622-6852
www.horizoncasual.com



Estimate

ADDRESS

River Glen CDD
First Coast CMS
Edwards RD
Yulee, FL 32097
(904)537-9034 Tony

SHIP TO

River Glen CDD
3821 Miruelo Circle N
Jacksonville, FL 32217
(904)537-9034 Tony

ESTIMATE # 4408**DATE** 03/02/2022**SALES REP**

Krysta

QTY	ITEM	DESCRIPTION	RATE	AMOUNT
20	1202SL	Biscayne Sling Chaise Lounge- 16" Seat Height with 1 1/4" Round Tubing	215.00	4,300.00T
1	Colors	Frame Color - Bronze Sling Fabric-HC-001 Desert	0.00	0.00
1	ETA	Current Estimated Lead Time 18-20 Weeks	0.00	0.00T

To Process your order, Please, sign and date the bottom of the estimate and return via email. Thank you for your business!

All claims must be made within five days after receipt of goods, and claims for loss or damage in transit must be filed at once with carrier. We hold a shipping receipt in good order and accept no liability. If merchandise is damaged in transit and so received, you are responsible for securing proper notation of such damage from your local freight agent in order to secure settlement. Title of shipment passes to you upon delivery to, properly receipted by, transportation carrier. We are not responsible for delays in transit and our terms are not to be affected by such delays. Merchandise returned without written authorization will be refused. Goods listed herein remain property of Horizon Casual Inc. until invoice is paid.

SUBTOTAL	4,300.00
TAX	0.00
SHIPPING	250.00
TOTAL	\$4,550.00

Accepted By

Accepted Date

Tab 9



Duval Landscape Maintenance
7011 Business Park Blvd N
Jacksonville, FL 32256
www.duvallandscape.com

PROPOSAL

Date	Proposal No.
03/09/22	18826

CUSTOMER
River Glen CDD 3434 Colwell Ave, Suite 200 Tampa, FL 33614

PROPERTY
River Glen CDD 65084 River Glen Parkway Yulee, FL 32097

This proposal is to re-vamp the outfield of the Baseball diamond, It covers the square footage depicted in email correspondences from the board at 55,000 square feet-we are proposing to use a landscape rake attached to our Bobcat to level the field, then Hydroseed with Bermuda.

DESCRIPTION	QTY	EXT PRICE
Default Group		
Enhancement/Extra Services		
Bobcat and Landscape Rake		\$6,000.00
Clean & Prepare Area for Installation		\$6,062.90

Total:	\$12,062.90
---------------	--------------------

By _____
Daniel Todd

Date 3/9/2022

Duval Landscape Maintenance

By _____

Date _____
River Glen CDD

Thank you. This is the updated price from Florida Carter.

Good to hear from you Tony,
I have updated pricing as budget friendly as possible. If you think the community would be interested in a full field renovation I believe that price could be kept the same.

Any questions, dont hesitate to reach out.
My cell is 904-4340621

Thank you,
James Carter

Option 1 - Clay infield renovation:

- The clay lip where the existing infield clay meets the existing outfield grass will be removed.
- Existing clay will be ripped, laser graded, and compacted as needed with additional clay being brought in to improve the slope as needed.
- Transition from clay infield to the grass outfield will be sloped to best fit the newly graded clay with the existing outfield grass. This new infield will be skinned and marked.
- (1) Set of base receivers (Home, Pitching Rubber, 1st, 2nd, 3rd) will be installed using a base configuration specified by the owner.
- The infield clay will be laser graded a final time.

Price:
\$15,250

Option 2 - Outfield Koro Frazzle Mowing:

- Approx. 55,000SF outfield will be leveled with a Koro Frazzle Mower. This provides a planing effect that will fill existing divots while also removing minor hills.
- The field will be laser graded as possible, and then compacted.
- Additional tops will be disposed of on-site.

Price:
\$19,250

If both options are selected the final price can be discounted to \$32,250 total.

Please Note:

*If the option 2 is selected, it is recommended that the construction begin around May/June as that is the peak growing season for sod and will aid in the regrowing of the field after the frazzle mowing.

*On-site area will be needed to dispose of top material if the outfield is frazzle mowed.

*This price does not include any additional sod.

*This price does not include any relocation or repair of any existing irrigation system.

*This price does not include the location/relocation of any existing utilities.

Tab 10



(904)903.6958

www.prosealedasphalt.com

March 21, 2022

Attn: Tony Shiver

RE: 65084 River Glen Pkwy, Yulee, FL. – (1 Single Court)

Pro Sealed Asphalt, Inc. proposes to repaint the basketball court per the following specifications:

- Machine sand the entire courts to remove minor irregularities in the asphalt and remove some of the high aggregate. (If required-the whole court may not require sanding and will be assessed at the start of the project).
- Flood the courts and patch areas holding water to 1/16" tolerance after draining according to the USTA guidelines. (If required)
- Run patch mix into any cracking or major pits that have occurred on the courts.
- Supply and install fiber glass mesh layer over the entire court prior to resurfacing.
- Squeegee two coats of Acrytech Resurfacer over the entire court. .
- Squeegee two coats of Acrytech sand-filled paint (owner's choice of color) over the playing surface.
- Stripe the court for basketball, with white lines.

Pro Sealed Asphalt, Inc. proposes to do the following for the price of \$14,700.00

This price is subject to change after the court is flooded

****PAYMENT TERMS: 50% DEPOSIT; REMAINDER DUE UPON COMPLETION. 100% OF BALANCE MUST BE PAID PRIOR TO COMPLETION OF ANY PUNCHOUT AND/OR WARRANTY WORK. INVOICES NOT PAID IN FULL WILL BE SUBJECT TO LATE FEES OUTLINED FURTHER IN THE CONTRACT.****

****2.5% Finance Fee Added to Invoices not Paid by the 15th Day After Completion****

Job is priced to be completed in approx. 5 mobilizations (could be more on less depending on weather, material availability, etc). \$1,200.00 mobilization fee applied to each additional mobilization. This fee applies as well if PSA comes out on agreed upon start date and we are unable to begin. Down-time due to customer responsibility will be an additional fee. This pricing only includes weekday, daytime work. Weekend and night work will incur an additional fee. Fee to be determined at time of request. Work is always completed weather permitting.

****Court gates will need to remain locked, and not used during resurfacing and drying time. PSA is not responsible for damage as are result of persons breaking through barricades or entering the courts without permission.****

ADDITIONAL OPTIONS:

_____Supply and install new basketball goal (\$3,000)

WARRANTY:

Pro Sealed Asphalt, Inc. guarantees workmanship and materials for one year upon completion except for reopening of structural cracks or new structural cracking. These cracks occur for many reasons; weak asphalt, subterranean movement, poor stabilization of sub base, or lack of compaction of the lime rock when initially built. None of these can be completely addressed with re-surfacing; therefore, the cracks will return. Squeegee lines will also be present after resurfacing but will fade over time. This cannot be prevented due to industry standard application of material to the court. Temperature must be above 50°F both during application and for a period of at least 24 hours after

application. PSA will not warranty against product failure as a result of application in less than ideal conditions. If nails were placed in the court by previous contractor and created rust spots in the courts surface. PSA will recover these areas but cannot guarantee they will not show through newly painted surface.

Exception to Warranty: Any of the cracks in existing courts surface and/or any new cracks may reflect through the finished surface at any time. This does not constitute a defect in materials or workmanship. Since Pro Sealed Asphalt was not the original contractor to pave/resurface court we are not responsible for peeling/cracking of paint due to incompatible or previously used non-professional grade material. We will also not warranty against paint/material peeling as a result of a moisture barrier not being applied during pouring of new concrete material. PSA also not responsible for unraveling of mesh material applied on court. This can happen for many reasons and does not constitute a defect in material or workmanship.

Please initial here for understanding of warranty: _____

NOTES:

- 1.) It is recommended that owner should spray insects and vegetation on or around courts (2) weeks prior to work commencement.
- 2.) Concrete surfaces should have a medium broom finish or similar roughened texture.
- 3.) Water must be allowed to drain from court surface. Do not block water flow on side of court with grass or landscaping.
- 4.) Owner to provide suitable access for equipment, water, and electric as required.
- 5.) Please note that scheduling and completion are all weather and schedule permitting. We do not work the typical 9:00AM – 5:00 PM schedule. Please set this expectation in advance. Scheduling can change based on weather delays and delays in other scheduling. This will all be communicated to you in advance. Please allow at least 2 weeks for scheduling. Could be longer depending on weather and previously scheduled projects.
- 6.) Should owner request additional material applied, or other work performed to the surface of court which is not outlined above it will be at an additional cost to the owner.

CONDITION OF SALE:

The purchaser and Seller or its assigns agree to the purchase and sale of before described property on the following conditions:

- 1) That Purchaser will pay to Seller or its assigns the Total Contract Price in accordance with the terms set forth.
- 2) That if the Purchaser shall default in the payment of any installment or violate any of the provisions of this Contract the Seller or its assigns shall have the right to declare due the whole amount unpaid and without notice or demand, legal process, liability for trespass or damages, and without prejudice to other action, enter the premises where said property may be repossess and remove same.
- 3) That there are no agreements or warranties in connection with this transaction which are not expressly set forth in this Contract.
- 4) Buyer hereby assigns without recourse **Pro Sealed Asphalt, Inc.** the right and interests of the material and equipment in the above Contract and in the property described therein until paid in full.
- 5) Contractor to be notified of any additional construction work going on property simultaneously and has the right to modify the schedule accordingly. Additional mobilization fees may apply if touchups are required as a result of construction work occurring simultaneously.
- 6) Management to make tenants aware of possible dusting/damage to cars due to mixing, cutting, and/or grinding of asphalt/concrete. Due diligence will be taken to blow any dust/debris away from cars. Not responsible for damages to vehicles due to cutting, grinding, and/or removal/patching of asphalt/concrete areas.
- 7) If there is a work order change at any time during this project a work order change sheet will be submitted for signature and approval. Once accepted payment for new change order is due prior to commencement of new work.
- 8) Should customer/contractor cancel or reschedule this project after contract signature and return, before work has started, or within 24 hours of projected start date, a \$2,500.00 charge will be paid to Pro Sealed Asphalt, Inc. as liquidated damages (not as penalty) representing reasonable administrative expenses and interruption to PSA's work schedule.

IN WITNESS WHERE OF, the parties here to have executed this Contract by their proper officers or duly authorized agents on the day and year first above written.

The parties agree that in the event that payment is not made as provided herein, Contractor may terminate this contract, refuse to complete any work remaining pursuant to the contract, and any alternate proposals, amendments, changes, or modifications thereto, and sue for the payment due, plus any work performed by contractor up until the date of termination, including a reasonable profit and overhead, court costs, attorney's fees (including attorney's fees incurred in arbitration and administrative proceedings and all state and federal actions and appeals), and interest at the rate of 1½% per month, 18% per year.

In the event of litigation of this contract, venue of same shall lie in **Duval County, Florida** and the prevailing party shall be entitled to an award of reasonable attorney's fees and costs from the non-prevailing party. Insurance Certificates and Licenses Provided upon Request *any changes or additions to standard coverage at additional cost.

COLOR SELECTION: _____

Accepted by: _____

Date Signed: _____

Print Name: _____

Print Title: _____

Pro Sealed Asphalt, Inc.



(904)903.6958

www.prosealedasphalt.com

March 21, 2022

Attn: Tony Shiver

RE: 65084 River Glen Pkwy, Yulee, FL. – (1 double court Court)

Pro Sealed Asphalt, Inc. proposes to repaint the tennis court per the following specifications:

- Remove tennis net and posts on one court and fill in holes.
- Core Drill holes for (4) pickleball courts (8 holes total) and install sleeves for poles.
- Machine sand the entire courts to remove minor irregularities in the asphalt and remove some of the high aggregate. (If required-the whole court may not require sanding and will be assessed at the start of the project).
- Flood the courts and patch areas holding water to 1/16" tolerance after draining according to the USTA guidelines. (If required)
- Run patch mix into any cracking or major pits that have occurred on the courts.
- Squeegee one coat of Acrytech Resurfacer over the entire court. .
- Squeegee two coats of Acrytech sand-filled paint (owner's choice of color) over the playing surface.
- Stripe one court for tennis, with white lines. Stripe one court with 4 pickleball with yellow lines.

Pro Sealed Asphalt, Inc. proposes to do the following for the price of \$24,800.00

This price is subject to change after the court is flooded

****PAYMENT TERMS: 50% DEPOSIT; REMAINDER DUE UPON COMPLETION. 100% OF BALANCE MUST BE PAID PRIOR TO COMPLETION OF ANY PUNCHOUT AND/OR WARRANTY WORK. INVOICES NOT PAID IN FULL WILL BE SUBJECT TO LATE FEES OUTLINED FURTHER IN THE CONTRACT.****

****2.5% Finance Fee Added to Invoices not Paid by the 15th Day After Completion****

Job is priced to be completed in approx. 4 mobilizations (could be more on less depending on weather, material availability, etc). \$1,200.00 mobilization fee applied to each additional mobilization. This fee applies as well if PSA comes out on agreed upon start date and we are unable to begin. Down-time due to customer responsibility will be an additional fee. This pricing only includes weekday, daytime work. Weekend and night work will incur an additional fee. Fee to be determined at time of request. Work is always completed weather permitting.

****Court gates will need to remain locked, and not used during resurfacing and drying time. PSA is not responsible for damage as are result of persons breaking through barricades or entering the courts without permission.****

ADDITIONAL OPTIONS:

_____ Supply and install new tennis net-\$250.00 each
_____ Supply and install new set of tennis posts-\$385 per set

WARRANTY:

Pro Sealed Asphalt, Inc. guarantees workmanship and materials for one year upon completion except for reopening of structural cracks or new structural cracking. These cracks occur for many reasons; weak asphalt, subterranean movement, poor stabilization of sub base, or lack of compaction of the lime rock when initially built. None of these can be completely addressed with re-surfacing; therefore, the cracks will return. Squeegee lines will also be present after resurfacing but will fade over time. This cannot be prevented due to industry standard

application of material to the court. Temperature must be above 50°F both during application and for a period of at least 24 hours after application. PSA will not warranty against product failure as a result of application in less than ideal conditions. If nails were placed in the court by previous contractor and created rust spots in the courts surface. PSA will recover these areas but cannot guarantee they will not show through newly painted surface.

Exception to Warranty: Any of the cracks in existing courts surface and/or any new cracks may reflect through the finished surface at any time. This does not constitute a defect in materials or workmanship. Since Pro Sealed Asphalt was not the original contractor to pave/resurface court we are not responsible for peeling/cracking of paint due to incompatible or previously used non-professional grade material. We will also not warranty against paint/material peeling as a result of a moisture barrier not being applied during pouring of new concrete material. PSA also not responsible for unraveling of mesh material applied on court. This can happen for many reasons and does not constitute a defect in material or workmanship.

Please initial here for understanding of warranty: _____

NOTES:

- 1.) It is recommended that owner should spray insects and vegetation on or around courts (2) weeks prior to work commencement.
- 2.) Concrete surfaces should have a medium broom finish or similar roughened texture.
- 3.) Water must be allowed to drain from court surface. Do not block water flow on side of court with grass or landscaping.
- 4.) Owner to provide suitable access for equipment, water, and electric as required.
- 5.) Please note that scheduling and completion are all weather and schedule permitting. We do not work the typical 9:00AM – 5:00 PM schedule. Please set this expectation in advance. Scheduling can change based on weather delays and delays in other scheduling. This will all be communicated to you in advance. Please allow at least 2 weeks for scheduling. Could be longer depending on weather and previously scheduled projects.
- 6.) Should owner request additional material applied, or other work performed to the surface of court which is not outlined above it will be at an additional cost to the owner.

CONDITION OF SALE:

The purchaser and Seller or its assigns agree to the purchase and sale of before described property on the following conditions:

- 1) That Purchaser will pay to Seller or its assigns the Total Contract Price in accordance with the terms set forth.
- 2) That if the Purchaser shall default in the payment of any installment or violate any of the provisions of this Contract the Seller or its assigns shall have the right to declare due the whole amount unpaid and without notice or demand, legal process, liability for trespass or damages, and without prejudice to other action, enter the premises where said property may be repossess and remove same.
- 3) That there are no agreements or warranties in connection with this transaction which are not expressly set forth in this Contract.
- 4) Buyer hereby assigns without recourse **Pro Sealed Asphalt, Inc.** the right and interests of the material and equipment in the above Contract and in the property described therein until paid in full.
- 5) Contractor to be notified of any additional construction work going on property simultaneously and has the right to modify the schedule accordingly. Additional mobilization fees may apply if touchups are required as a result of construction work occurring simultaneously.
- 6) Management to make tenants aware of possible dusting/damage to cars due to mixing, cutting, and/or grinding of asphalt/concrete. Due diligence will be taken to blow any dust/debris away from cars. Not responsible for damages to vehicles due to cutting, grinding, and/or removal/patching of asphalt/concrete areas.
- 7) If there is a work order change at any time during this project a work order change sheet will be submitted for signature and approval. Once accepted payment for new change order is due prior to commencement of new work.
- 8) Should customer/contractor cancel or reschedule this project after contract signature and return, before work has started, or within 24 hours of projected start date, a \$2,500.00 charge will be paid to Pro Sealed Asphalt, Inc. as liquidated damages (not as penalty) representing reasonable administrative expenses and interruption to PSA's work schedule.

IN WITNESS WHERE OF, the parties here to have executed this Contract by their proper officers or duly authorized agents on the day and year first above written.

The parties agree that in the event that payment is not made as provided herein, Contractor may terminate this contract, refuse to complete any work remaining pursuant to the contract, and any alternate proposals, amendments, changes, or modifications thereto, and sue for the payment due, plus any work performed by contractor up until the date of termination, including a reasonable profit and overhead, court costs, attorney's fees (including attorney's fees incurred in arbitration and administrative proceedings and all state and federal actions and appeals), and interest at the rate of 1½% per month, 18% per year.

In the event of litigation of this contract, venue of same shall lie in **Duval County, Florida** and the prevailing party shall be entitled to an award of reasonable attorney's fees and costs from the non-prevailing party. Insurance Certificates and Licenses Provided upon Request *any changes or additions to standard coverage at additional cost.

COLOR SELECTION: _____

Accepted by: _____

Date Signed: _____

Print Name: _____

Print Title: _____



February 28, 2022

Attn: Tony Shiver
River Glenn CDD
65084 River Glenn Parkway
Yulee, FL. 32097

Following are the specifications and price to 1) resurface one basketball court and 2) resurface two existing tennis courts (plus a price to resurface and convert one tennis to 4 pickleball) at River Glenn, Yulee, FL. This quote includes general crack filling repairs and minor patching as well as the application of colored acrylic surfacing on the court. Access to court is good. Water available. RiteWay Patching for the courts are priced below as Add-On options. Ground outside fence line needs to be lowered for better drainage. Until this is done, there is a possibility water will not drain properly from some areas of the court. *Base material is failing and will continue to fail. For this reason we recommend these courts be rebuilt.*

Scope of Work
Resurface – One Basketball Court – Asphalt
(94' x 60') 5640 sq ft

1. **Mobilization to site**
2. **Prep** - Scrape the court's surface of all dirt, debris and loose material.
3. Pressure wash court.
4. **Sanding** - Machine sand the surface of court as necessary to smooth and repair any uneven areas.
5. **Patching/Crack Fill** - Apply outdoor court grade patching materials to all cracks and patch areas to bring each area flush with surrounding asphalt. No warranty on cracks unless RiteWay is used.
6. **Membrane** to be used on cracks if RiteWay is not selected. (Membrane is not a guarantee the cracks will not come back at any time.). RiteWay Patching is our most robust crack repair and is priced below for approx. 250' as Add-On. **both membrane and RiteWay must be applied in warm weather.*
7. **Patching** - Using outdoor court grade patch compounds:
 - a) One application will be made to each "birdbath". This will reduce water depth for faster drying times but may not eliminate all water ponding.
 - b) Cover and fill any rough areas of asphalt.
 - c) The edges of all patches will be scraped or ground smooth so that patches are not visible through the finished surface.
 - d) Light sanding on edges to smooth down.



8. **Leveling Course** - Apply one coat of sand - acrylic resurfacer mix over the entire surface of the court with a broad squeegee according to manufacturer's recommended coverage rates.
9. **Texture and Finish Courses** - Apply two successive coats of outdoor court grade filler coat (sand-filled acrylic color coating) to the entire area of the court with a broad squeegee according to manufacturer's recommended coverage rates.
10. **Finished colors** – Two colors will be owner's choice of any manufacturer's standard colors. Existing colors are red border and light green keys.
11. **Lines** - Paint one (1) set of regulation two-inch-wide white playing lines.
12. **Clean-up** - Remove all excess materials and debris from the job after completion of the work.

Pricing

Resurface – One Basketball Court – Asphalt (94' x 60') 5640 sq ft

The total price for the above outlined work is **\$13,380.00**, payable in two draws:

First Draw: Due upon acceptance	\$ 6,690.00
Final Draw: Due upon completion of job	\$ 6,690.00

This Price is good for thirty (30) days.

ACCEPTED BY: _____ Court Surfaces

For: _____
Bryan McMandon
Managing Member

By signing this proposal, the customer acknowledges they have read and accept the proposed scope of work, price and terms and conditions outlined in this quote.

Add-On #1- Basketball - Apply Rite Way Crack Repair over the worst 250 linear feet of the cracks that are over 12" long or 1/ 8" wide This is a multi-layered system designed for structural cracks that will allow movement underneath the repair without breaking the surface coatings and guarantees each treated crack to not return for at least two years.

Add **\$3,500.00** to the above base bid for Add-on #1 _____



Scope of Work
Resurface – Two Tennis Courts – Asphalt
(120' x 120') 14,400 sq ft

1. **Mobilization to site**
2. **Prep** - Scrape the courts' surface of all dirt, debris and loose material.
3. **Pressure wash courts**. There is major mildew that needs to be removed.
4. **Sanding** - Machine sand the surface of court as necessary to smooth and repair any uneven areas.
13. **Cracks** - Apply outdoor court grade patching materials to any birdbaths/cracks and patch areas to bring each area flush with surrounding asphalt. There are approx. 400' of cracks in both tennis courts. We recommend cracks to be patched with RiteWay as priced below as Add-On options. Otherwise, cracks will continue to come back until courts are rebuilt. There is underlying damage in the base and needs to be reworked with new asphalt. *No warranty on cracks unless RiteWay is used.*
5. **80' of root damage** to be heat and raked and patched with membrane.
6. **Membrane on cracks** to be used if RiteWay is not selected. (Membrane is not a guarantee the cracks will not come back at any time). **both membrane and RiteWay must be applied in warm weather.*
7. **Patching** - Using outdoor court grade patch compounds:
 - a) One application will be made to each "birdbath". There are approx. 10 birdbaths visible on courts. This will reduce water depth for faster drying times but may not eliminate all water ponding.
 - b) Cover and fill any rough areas of asphalt.
 - c) The edges of all patches will be scraped or ground smooth so that patches are not visible through the finished surface.
 - d) Light sanding on edges to smooth down.
8. **Leveling Course** - Apply one coat of sand - acrylic resurfacer mix over the entire surface of the courts with a broad squeegee according to manufacturer's recommended coverage rates.
9. **Texture and Finish Courses** - Apply two successive coats of outdoor court grade filler coat (sand-filled acrylic color coating) to the entire area of the
10. courts with a broad squeegee according to manufacturer's recommended coverage rates.
11. **Finished colors** – Will be owner's choice of any two manufacturer's standard colors. Existing court colors are light green borders and medium green centers. Colors will be confirmed by customer.
12. **Lines** - Paint two (2) sets of regulation two-inch-wide white playing lines for Tennis courts.
13. **Install** two new tennis nets.
14. **Clean-up** - Remove all excess materials and debris from the job after completion of the work.



Pricing
Resurface – Two Tennis Courts – Asphalt
(120' x 120') 14,400 sq ft

The total price for the above outlined work is **\$19,800.00**, payable in two draws:

First Draw: Due upon acceptance	\$ 9,900.00
Final Draw: Due upon completion of job	\$ 9,900.00

This Price is good for thirty (30) days.

ACCEPTED BY: _____ Court Surfaces

_____ For:	_____ Bryan McMandon Managing Member
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By signing this proposal, the customer acknowledges they have read and accept the proposed scope of work, price and terms and conditions outlined in this quote.

Add-On #1- Apply Rite Way Crack Repair over the worst 400 linear feet of the cracks that are over 12" long or 1/ 8" wide This is a multi-layered system designed for structural cracks that will allow movement underneath the repair without breaking the surface coatings and guarantees each treated crack to not return for at least two years.

Add **\$5,615.00** to the above base bid for Add-on #1 _____



Following are the specifications and price to resurface one battery of two tennis courts 120' x 120' and convert one tennis into 4 pickleball at River Glenn, Yulee, FL. This quote includes general crack filling repairs and minor patching as well as the application of colored acrylic surfacing on the court. RiteWay Patching for the court are priced as Add-On options. *Base material is failing and will continue to fail. For this reason we recommend these courts be rebuilt.*

Scope of Work
Resurface – Two Tennis Courts – Asphalt
Convert one tennis to 4 pickleball
(120' x 120') 14,400 sq ft

1. **Mobilization to site**
2. **Prep** - Scrape the courts' surface of all dirt, debris and loose material.
3. **Dig and set four sets** of net post sleeves for pickleball.
4. **Install 4' high divider** net utilizing the sleeves for tennis net for divider.
5. **Pressure wash courts**. There is major mildew that needs to be removed.
6. **Sanding** - Machine sand the surface of court as necessary to smooth and repair any uneven areas.
7. **Membrane on cracks** to be used if RiteWay is not selected. (Membrane is not a guarantee the cracks will not come back at any time). **both membrane and RiteWay must be applied in warm weather.*
8. **80' of root damage** to be heat and raked and patched with membrane.
9. **Cracks** - Apply outdoor court grade patching materials to any birdbaths/cracks and patch areas to bring each area flush with surrounding asphalt. There are approx. 400' of cracks in both tennis courts. We recommend cracks to be patched with RiteWay as priced below as Add-On options. Otherwise, cracks will continue to come back until courts are rebuilt. There are underlying damage int the base and needs to be reworked with new asphalt. *No warranty on cracks unless RiteWay is used.*
10. **Patching** - Using outdoor court grade patch compounds:
 - a) One application will be made to each "birdbath". There are approx. 10 birdbaths visible on courts. This will reduce water depth for faster drying times but may not eliminate all water ponding.
 - b) Cover and fill any rough areas of asphalt.
 - c) The edges of all patches will be scraped or ground smooth so that patches are not visible through the finished surface.
 - d) Light sanding on edges to smooth down.



11. **Leveling Course** - Apply one coat of sand - acrylic resurfacer mix over the entire surface of the courts with a broad squeegee according to manufacturer's recommended coverage rates.
12. **Texture and Finish Courses** - Apply two successive coats of outdoor court grade filler coat (sand-filled acrylic color coating) to the entire area of the
13. courts with a broad squeegee according to manufacturer's recommended coverage rates.
14. **Finished colors** – Will be owner's choice of any two manufacturer's standard colors. Existing court colors are light green borders and medium green centers. Colors will be confirmed by customer.
15. **Lines** - Paint one (1) set of regulation two-inch-wide white playing lines for Tennis court and four sets of pickleball lines
16. **Nets/Posts** - Install one new tennis net and four sets of pickleball posts and four pickleball nets.
17. **Clean-up** - Remove all excess materials and debris from the job after completion of the work.

Pricing
Resurface – Two Tennis Courts – Asphalt
Convert one tennis to 4 pickleball
(120' x 120') 14,400 sq ft

The total price for the above outlined work is **\$25,650.00**, payable in two draws:

First Draw: Due upon acceptance	\$ 12,825.00
Final Draw: Due upon completion of job	\$ 12,825.00

This Price is good for thirty (30) days.

ACCEPTED BY: Court Surfaces

For:

Bryan McMandon
Managing Member

By signing this proposal, the customer acknowledges they have read and accept the proposed scope of work, price and terms and conditions outlined in this quote.



Terms and Conditions

Scope of Work. The work covered by this proposal will be only that specifically outlined herein, and to provide a price for the work in accordance with plans, specifications and or verbally agreed description that were furnished and provided to, Court Surfaces. Any change or variance between, owner, contractors, management, plans, specifications, proposal, or work not covered will be considered as an extra and may be subject to further negotiations, agreement and pricing between both parties prior to work being done. The attached scope of work is an integral part of this proposal/contract and must be completed, signed and returned with all legal owners, property management and job information (Notice of Commencement), before final acceptance can be considered or said work can be scheduled.

Damages/Delays. Court Surfaces agrees to perform, conduct, handle and maintain a professional manner, service, and workmanship. Court Surfaces will not be held responsible for the following (a) damage or replacement to undisclosed underground utilities, cables, lines pipes, irrigation and or landscaping. These areas should be properly surveyed and marked prior to our arrival (b) Damage to property of others, nor any and all of our work caused by other parties. (c) Delays in completion caused by strikes, acts of God, labor disputes, accidents, delays of other contractors, owners, management of property, or any other parties involved, inclement weather conditions, or other contingencies beyond our control. (d) Any unsuitable subsoil condition, or the removal of any unsuitable subsoil condition such as muck, marl, clay, water, etc. or the replacements of clean fill unless specifically stated.

Permitting. Permitting, Testing, Surveys, Engineer's Drawings are not included in this proposal. If permitting is required and Owner/Authorized Agent/Management directs contractor to perform work without permitting; any fines or fees as a result of unpermitted work will be documented in writing and will be the financial responsibility of said Owner/Authorized Agent/Manager.

Warranty. All work is guaranteed against defects in materials and workmanship for one year from date of completion, subject to proper maintenance by owner.

Exception to warranty. Any of the cracks in existing court's surface and / or any new cracks/blisters may reflect through the finished surface at any time. This does not constitute a defect in materials or workmanship. Court Surfaces is responsible for "top-down" workmanship only. We are not responsible for "bottom-up" issues due to existing base material including moisture, cracking, blisters, peeling, etc.

Payment. Payments are due upon receipt unless otherwise stated in writing. Payments over 30 days past due are subject to late fees outlined below:

30 days after Completion date OF 2.5% applied to bill balance

60 days after Completion date OF 5% applied to bill balance

90 Days after Completion date OF 7% applied to bill balance

120 days after Completion date OF 10% applied to bill balance

At 90 days liens will be placed on said property and WILL NOT BE RELEASED UNTILL COMPLETE FINAL PAYMENT IS MADE AND SAID PAYMENT FUNDS HAVE CLEARED.

Failure to pay on time will result in the forfeiture of Warranty.



Work Site. *Work site must be closed for the duration of the job. We recommend signage if possible. Damage done to the jobsite while work is in progress is not the responsibility of Court Surfaces and will result in an additional charge if further repairs are necessary as a result. This includes damage from outside factors including but not limited to people, pets, wildlife, vandalism etc.*

Irrigation. *Direct irrigation will cause damage to surfacing. It is required that any irrigation that directly contacts the court(s) be disabled for the duration of the job.*

Weather. *Our work schedule is weather dependent, and we will likely not be on the jobsite from 9:00 to 5:00. While we will make every effort to finish your job in a reasonable amount of time, there may be days we are not able to work due to the weather or other scheduling conflicts. Please set these expectations with all stakeholders in advance.*

Landscaping. *All landscaping work is the responsibility of the customer. While we will do our best to minimize our impact on the surrounding area, landscaping, grass, plants, hedges, etc may be damaged during the job. Court surfaces is not responsible for damage done to existing landscaping or adding landscaping around new construction.*

Cancellation. *Should customer/contractor cancel or reschedule this project after contract signature and return, before work has started, or within 24 hours of projected start date, a \$3,500.00/new construction or \$1,000.00/surfacing charge will be paid to Court Surfaces as liquidated damages (not as penalty) representing reasonable administrative expenses and interruption to Court Surfaces work schedule.*

Entrance/Exit. *Please note that we will take caution to try to protect concrete, asphalt or material that is used for entrance or exit points however with weight of construction equipment it is not a guarantee that damage will not occur. Court Surfaces will not be responsible for these damages. Broken areas will be a separate charge to repair or replace at a minimum per square ft. We are not responsible to damage to construction entrance or exits.*

Change Orders. *All Change Orders will be discussed by all parties and signed upon before changes can be made.*

Digging and Setting Sleeves. *Quote assumes digging and setting of sleeves will be in normal tennis spec asphalt/limerock. There will be an additional charge if we have to dig through multiple layers of asphalt or rebar or any other material that requires more time.*

Remobilization. *Our remobilization fee is \$1,500.00.*

Tab 11



Duval Landscape Maintenance
7011 Business Park Blvd N
Jacksonville, FL 32256
www.duvallandscape.com

PROPOSAL

Date	Proposal No.
03/11/22	18861

CUSTOMER
River Glen CDD 3434 Colwell Ave, Suite 200 Tampa, FL 33614

PROPERTY
River Glen CDD 65084 River Glen Parkway Yulee, FL 32097

This proposal is to apply Top Choice granular over entire property for control of fire ants, and multiple[other insect types.

DESCRIPTION

QTY

EXT PRICE

Default Group

Enhancement/Extra Services

Top Choice Application

\$4,137.29

Total: \$4,137.29

By _____
Daniel Todd

Date 3/11/2022

Duval Landscape Maintenance

By _____

Date _____
River Glen CDD

Tab 12



A Landscape Management Company
6126 US HWY 1 NORTH
Saint Augustine, FL 32095
904-429-9781

DATE: 4/5/2022

FOR River Glen Phase 2 (orange section)

Thank you for allowing Greenpoint Landscaping the opportunity of bidding on the maintenance contract for your commercial property. Greenpoint Landscaping has earned its reputation as a hard-working, team-oriented contractor with high standards of excellence in both quality and customer service. Our prompt service and keen attention to detail are just the beginning of the proactive approach we take. We believe that the condition of our client's property is a direct reflection on our company - which is why we are constantly on the lookout for either potential problems, or for ways to enhance the "curb appeal" of your project.

Enclosed is our standard annual agreement which details all of our services that we will provide to you. Please review the information and feel free to contact me if you have any questions.

In closing, I would like to thank you for taking the time to consider Greenpoint Landscaping. for your lawn and landscaping maintenance needs. Please feel free to contact me should you have any questions or need additional information.

Sincerely,

Chad Ellis

Chad.greenpoint@gmail.com

This service agreement (Agreement) is made on _____ (Effective Date) between

_____ (Client), and Greenpoint Landscaping (a Simmons Business Group LLC company) 6126 US HWY 1 NORTH Saint Augustine, FL 32095 (Contractor):

1. **Services.** Contractor agrees to furnish comprehensive lawn and landscaping services (Services) for the client including all services listed on Exhibit A. See Exhibit B for schedule.
 2. **Payment.** Client agrees to pay Contractor for the Services at the rate and terms set forth on Exhibit C.
 3. **Terms.** The terms of this agreement will begin on the Effective Date and continue for One (1) year unless it is terminated sooner. Either party may terminate this Agreement at anytime and for any reason upon 30-days written notice to the other party.
 4. **Indemnity.** Contractor agrees to indemnify, defend and hold harmless the Client from and against any and all claims, demands liability or expense (including court cost and attorney fees) whether from injury to person, loss of life or damage to property, or arising out of breach of this agreement, or any intentional or negligent act or omission by Contractor or its employees, agents or subcontractors.
 5. **Insurance.** Contractor shall maintain general commercial liability insurance coverage in a minimum amount of \$1,000,000.00 dollars per occurrence or in such greater amounts as are reasonably necessary to ensure coverage for any claims or damages claimed as a result of its performance under this Agreement.
 6. **Compliance with law.** Contractor shall comply with all applicable laws, rules and regulations pertaining to its performance under this Agreement. Throughout the term of this Agreement, contractor shall maintain any required licenses and permits required to comply with such laws, rules and regulations.
 7. **Independent Contractors:** The parties each acknowledge that they are independent contractors. Nothing in the Agreement shall be construed or deemed to create a relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement.
 8. **Employees.** It is understood that the appointment if any is at the Contractors sole risk, expense and supervision and any such employee shall have no claims against Client for wages, salary, or fringe benefits. Contractor agrees that any such employee shall be subordinate to the Contractor and shall be subject to the terms and conditions, which apply to Contractor under this Agreement, and that Contractor shall be liable for any breach of this Agreement by any such employee. Contractor shall provide workers compensation insurance for Contractors employees in accordance with statutory requirements.
 9. **Entire Agreement.** The Exhibits referenced in this Agreement are made a part of this Agreement. This Agreement contains the entire and only agreement between the parties relating to the matter here and it supersedes all other agreements, promises and representations, both oral and written, that are not set forth in this Agreement. No modifications to this Agreement will be effective unless it is in writing and signed by both parties.
 10. **Waiver.** No waiver by either party on any term or condition of this Agreement shall be valid unless it is in writing. Acceptance of any benefits under this Agreement by either party after a breach of any term or condition of this Agreement by the other party shall not be deemed to be a waiver of the breach or of any subsequent breach of any such term or condition.
 11. **Serve ability.** If any term or provision of this Agreement is deemed to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of this Agreement.
 12. **Binding Effect.** The provisions of this Agreement shall bind and insure to the benefit if the parties hereto and their permitted successors and assigns.
- IN WITNESS WHEREOF**, the parties intended to be legally bound, have executed this Agreement as of the Effective Date.

Client

GREENPOINT LANDSCAPING

By: _____ By: _____

Name: _____ Name: _____

Title: _____ Title: _____

Exhibit A

Service Specifications

1. Mowing

Mowing of all grass areas will be performed every seven (7) days during the heavy growth season (May through October), subject to scheduling adjustments due to increment weather and/or rate of growth.

Mowing of all grass areas will be performed every fourteen (14) days during the slow growth season (November through April), subject to scheduling adjustments due to increment weather and/or rate of growth.

All grass areas will be mowed to result in a height of all grass to be no more than 3 1/2 inches nor less than 2 inches, based on established industry standards and type of grass.

Various mowing patterns will be employed to insure even distribution of clippings and to prevent ruts in the grass caused by mowers.

2. Edging

A. Edging of all curbs and sidewalk shall be performed on every mowing visit.

B. Edging of all flower and hedge beds, tree rings and parking areas will be performed on every mowing visit to the property,

3. Trimming

Turf areas not accessible by power mower and areas along walls, fences, building obstacles and inanimate objects shall be maintained by string trimmer (weed-eater) to a height no greater than the height of the adjoining grass areas.

4. Weeding

Plant beds or other areas where weeds appear shall be maintained to eliminate growth of weeds or unwanted vegetation.

Weeding shall be accomplished by hand pulling and/or application of herbicide and shall be performed at each scheduled mowing as inspection may require.

Weeds or grass that may appear in paved areas of walkway, patios, driveways or parking areas shall be treated by herbicide spraying every 30 days or as may be required to control or eliminate such growth.

5. Pruning

All hedges and shrubbery shall be pruned on a regular basis to maintain a neat and uniform appearance and as is appropriate for this specific species of plant.

Pruning of trees shall be performed once a year to remove deadwood, suckers, shoots or low hanging limbs over sidewalks or parking areas. Trees over ten (10) feet shall be pruned at an additional cost.

6. General Maintenance

Grass clippings - All grass areas will be kept free of heavy clipping.

Trash – All trash in grass areas island/beds will be removed upon each visit.

Blowing- Blowing of all paved areas and Patios and entire complex

Leaves-All leaves shall be maintained by mulching mowers year round

7. Mulching

Mulch is (Not included ☐) (Included ☐) in this proposal. It is recommended that the property be mulched once a year.

8. Seasonal Annuals (Not included (☐) (Included ☐)

Contractor shall be responsible for the full and complete care of all seasonal color beds (including spraying, fertilization, and pruning) Annuals will be replaced 4 times per year such that every annual bed shall maintain a healthy, vigorous appearance and shall provide the finest quality color planting possible.

. Exception: If an irrigation system is not present the contractor will not be held responsible for the general appearance of the Annual/Perennials from lack of watering.

9. Fertilization (Not included (☐) (Included(☒)

Fertilization is included in this proposal. It is recommended that the property be fertilized as instructed below. Granular fertilization and insecticides, fungicide, turf pest control will be applied to all turf areas six (6) times per year and two (2) times year on shrubs.

Pest control of all turf areas and shrubs shall be done as needed to control or eliminate insect and disease using appropriate materials.

10. Irrigation (Not included (☐) (Included (☒)

This agreement provides for the performance of monthly inspections of the properties irrigation system that will be performed by a qualified irrigation technician. The owner will receive a written report outlining the results of the inspections accompanied by an estimate for repairs if any are determined to be needed. The cost of these inspections will be spread out uniformly over the one year life of the contract and is included in the monthly payment amount. Repairs may be performed at Owners request at the cost of \$60 per man hour. Repair estimates must be approved by owner before proceeding

Initials: _____

Exhibit B**Schedule Specifications**

The lawn & landscaping services will be based on 42 visits during the calendar year.

If regular visits are impaired by weather conditions that may necessitate the altering of the schedule, Greenpoint Landscaping will resume your normal schedule as soon as possible.

Greenpoint Landscaping will not be responsible for acts of god or nature (hurricanes, windstorms, etc) or the extra debris and cleanup time necessary to re-establish the lawn and landscaping to its original condition. Extra charges involved in this cleanup will be quoted upon request.

Initials: _____

Exhibit C**Payment Specifications**

Invoices in the amount of \$ 672.25 will be emailed at the beginning of each month and will be due no later than the 30th of the same month unless other arrangements are made. There is a service charge of 1.5% per month on all unpaid balances over 30 days and no services will be performed if the account is in arrears.

Failure to fulfill the requirements of this contract will hold purchaser liable for the balance of the contract for those services not rendered. Client agrees to pay collection agency fees, reasonable attorney fees and court cost should the collection process be required.

Initials: _____

Yearly \$ 8,067.00

Customer Billing Information

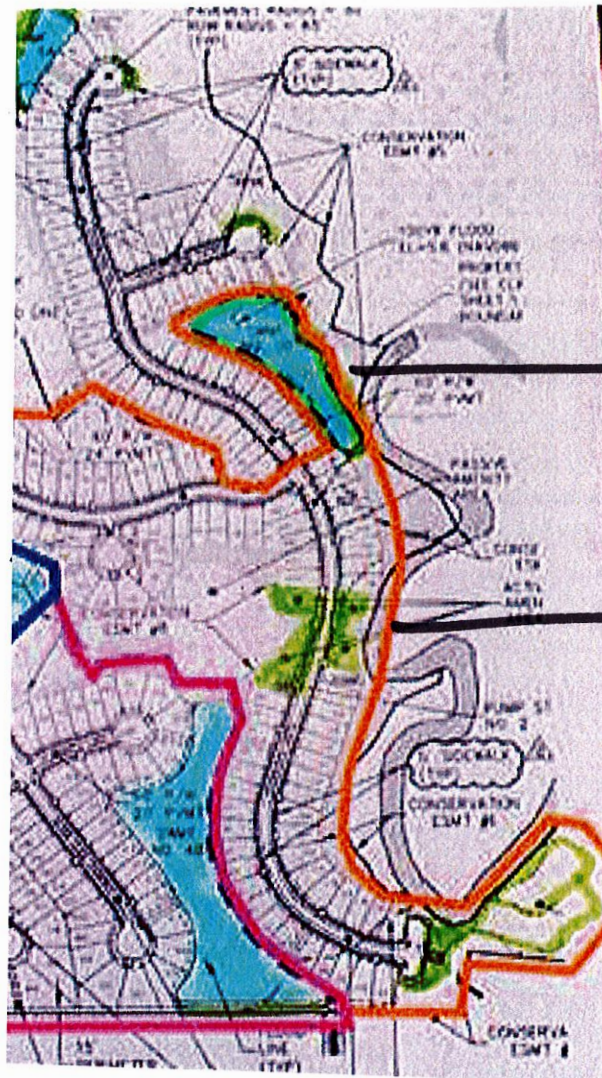
Contact Name: _____ Phone Number: _____

Billing email: _____

Address: _____

Emergency Numbers:

Chad Ellis 904-532-1170



Proposal received

Proposal received

Will request proposal at a later date

ADDENDUM TO AN ANNUAL SERVICES CONTRACT

CUSTOMER NAME: River Glen CDD

SUBMITTED TO: Lesley Gallagher

CONTRACT SUBMISSION DATE: April 11, 2022

SUBMITTED BY: Joe Harms

SERVICES: Pond add on service for pond 13,15 and 16. Totalling 7,720 per FT. & 11.45 Acres

This agreement (the "Agreement") is an Addendum to the current Services Contract by and between SOLitude Lake Management, LLC ("SOLitude" or the "Company") and the customer identified above (the "Customer") and will begin on the first of the month following acceptance by the Customer, under the same terms and conditions for the same period as the current **Annual pond maintenance** Services Contract signed on **02/21/22** except as amended here.

1. The Services. SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. PAYMENT TERMS. **The Contract Addendum Price is \$4,632.00.** SOLitude shall invoice Customer **\$386.00 per month** for the Services to be provided under this Addendum. The price indicated in this Addendum shall be billed in addition to the regular **monthly** contract invoice amount and shall renew with the same terms and for the same time period as the existing contract.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

River Glen CDD

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



Please Remit All Payments to:

***1320 Brookwood Drive Suite H
Little Rock AR 72202***

Please Mail All Contracts to:

***2844 Crusader Circle, Suite 450
Virginia Beach, VA 23453***

Customer's Address for Notice Purposes:

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLITUDE Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLITUDE Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



SCHEDULE A - SERVICES

Monitoring:

1. A SOLitude Aquatic Specialist will visit the site and inspect the pond(s) on **a one time a month Basis, 12 total visits.**

Visual Inspections:

1. A visual inspection of the pond(s) will be performed during each visit to the site. The inspections shall include the following:
 - Water levels
 - Water clarity or quality
 - Turbidity
 - Beneficial Aquatic Vegetation
 - Nuisance, Invasive, or Exotic Aquatic Vegetation
 - Algae
 - Physical components such as above ground pipes, inlet and outlet structures, trash racks, emergency spillways, and dams
 - Erosion
 - Issues with shoreline and bank stabilization measures such as rip rap stone, bulkheads, retaining walls, etc.
 - Forebays and inflowing or outflowing swales, ditches, and stream channels
 - Vegetated buffers
 - Sedimentation
 - Nuisance animal activity
 - Fish habitat
 - Mosquito breeding conditions and habitat
 - Trash and debris
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customer will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the pond(s) structures.
4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the pond(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or

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any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the pond(s) underground, underwater, or inside any of the associated structures.

Aquatic Weed Control:

1. Pond(s) will be inspected on a **one (1) time per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected on a **one (1) time per month** basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

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Pond Algae Control:

1. Pond(s) will be inspected on a **one (1) time per month** basis.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
 - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
 - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
 - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
 - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities:

1. Customer will be responsible for the following:
 - a. Providing information required for the permit application process upon request.
 - b. Providing Certified Abutters List for abutter notification where required.
 - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
 - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
 - e. Compliance and enforcement of temporary water-use restrictions where applicable.

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General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

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Exhibit C – Phase 2

River Glen

PHASE ONE 236 LOTS
REMAINING PHASES 452 LOTS

