



Rizzetta & Company

River Glen Community Development District

**Board of Supervisors' Meeting
November 13, 2025**

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

www.riverglencdd.org

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

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

www.riverglencdd.org

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

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

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

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

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

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

Board of Supervisors
River Glen Community
Development District

November 6, 2025

FINAL AGENDA

Dear Board Members:

The **regular meeting** of the Board of Supervisors of the River Glen Community Development District will be held on **November 13, 2025, 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 this meeting:

BOARD OF SUPERVISORS MEETING:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held August 21, 2025 Tab 1
 - B. Ratification of Operation & Maintenance Expenditures for August and September 2025..... Tab 2
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Inspection Report – Rizzetta Tab 3
 - D. Landscape and Irrigation Report – BrightView..... Tab 4
 - E. Pond Maintenance Reports – Solitude Tab 5
 - F. Amenity Manager Report – First Coast CMS Tab 6
 - G. District Manager
 1. Update on Goals & Objectives 2024-25
5. **BUSINESS ITEMS**
 - A. Consideration of Playground Mulch Proposal(s)..... Tab 7
 - B. Consideration of Pond Fountain Diagnostic Proposal(s)..... Tab 8
 - C. Consideration of Paver Project Proposal(s) Tab 9
 - D. Consideration of Stormpipe CCTV Inspection Proposal – *Under Separate Cover*
 - E. Acceptance of Updated Reserve Study – *Under Separate Cover*
6. **SUPERVISOR REQUESTS & AUDIENCE COMMENTS**
7. **BUSINESS ITEMS – Part B – Closed Session**
 - A. Discussion Regarding District Security Plans
 - 1.) Off Duty Deputies
 - 2.) Flock Security

Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.07138 and Section 281.301 of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.

8. ADJOURNMENT

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

Very truly yours,

Lesley Gallagher

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 **regular** meeting of the Board of Supervisors of River Glen Community Development District was held on **August 21, 2025, 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:

Steven Bryant	Board Supervisor, Vice Chairman
Steven Nix	Board Supervisor, Assistant Secretary
Debra Jones	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta
Danielle Wasilewski	District Manager, Rizzetta
Michelle Rigoni	District Counsel, Kutak Rock, LLP <i>(via speakerphone)</i>
Dan McCranie	District Engineer, McCranie Engineers <i>(via speakerphone)</i>
Jen Mabus	Brightview Landscape
Matthew Mironchik	Landscape Inspector, Rizzetta
Tony Shiver	First Coast CMS
Ron Jones	First Coast CMS

Audience members present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Wasilewski called the meeting to order at 2:02 p.m.

SECOND ORDER OF BUSINESS

**AUDIENCE COMMENTS ON AGENDA
ITEMS**

No audience comments regarding agenda items.

THIRD ORDER OF BUSINESS

**CONSIDERATION OF THE AUDIT
COMMITTEE MEETING MINUTES HELD ON
JULY 17, 2025**

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board approved the Audit Committee Meeting held on July 17, 2025, for River Glen Community Development District.

FOURTH ORDER OF BUSINESS

**CONSIDERATION OF THE REGULAR
MEETING MINUTES OF THE BOARD OF
SUPERVISORS' MEETING HELD ON JULY 17,
2025**

On a motion by Mr. Bryant, seconded by Ms. Jones, with all in favor, the Board approved regular meeting minutes held on July 17, 2025, for River Glen Community Development District.

FIFTH ORDER OF BUSINESS

**RATIFICATION OF THE OPERATION AND
EXPENDITURES JULY 2025**

Ms. Wasilewski highlighted the audit payment for the 2023-2024 fiscal year in the amount of \$4,510, the second garage door payment of \$7,200, and invoices related to engineering and annual landscaping.

On a motion by Ms. Jones, seconded by Mr. Bryant, with all in favor, the Board ratified the Operation and Expenditures for July 2025 in the amount of \$67,152.11, for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

There were no updates or reports at this time but available to answer questions.

Moved to Staff Reports "C," Landscape Inspection Report – Rizzetta, Tab 4.

B. Landscape Inspection Report - Rizzetta

Mr. Mironchik was available to answer questions from the Board.

C. Landscape & Irrigation Report – BrightView

Ms. Mabus provided an update on mowing delays, turf recovery, fertilization, and weed control. She advised sabal palms would need pruning the next two weeks and identified three dead trees along Bridgewater in need of removal.

The Board reviewed BrightView's proposal to remove three (3) dead trees in the amount of \$916.50. Ms. Gallagher noted that as of July financials, miscellaneous contingency had sufficient funds to cover the dead tree removal proposal.

On a motion by Mr. Nix, seconded by Ms. Jones, with all in favor, the Board approved BrightView's Tree Removal proposal in the amount of \$916.50, for River Glen Community Development District.

1. Consideration of Landscape Proposal

Previously discussed.

D. Fountain Maintenance Report – Solitude

Mr. Shiver updated the Board regarding the fountain being inoperable due to a lightning strike. He received a quote to replace the surge protector in the amount of \$764. The Board requested staff to send an e-blast explaining the outage.

The Board tabled the proposal until more information is provided, and the Board requested proposals for alternative preventative options.

Ms. Wasilewski updated the Board on a current issue with a resident prohibiting Solitude to access the pond through the unobstructed access utility easement.

E. Amenity Manager Report – First Coast CMS

Mr. Shiver addressed access card issues with renters and guests. He highlighted the backflow repair, playground swing replaced, and the second police report regarding the entrance sod damage. He reported that the amenity dumpster was changed to a 4-yard container to accommodate the increased use of the facility usage which increased \$24 per month.

Board discussion ensued about the backflow inspections and repairs.

G. District Manager

Ms. Wasilewski updated the Board on the letter of termination and letter of intent to Grau & Associates. She stated Nassau County had scheduled repairs for the vandalism at the entrance and confirmed the District's insurance was renewed with Egis.

Ms. Wasilewski gave an update on the drainage project that had been completed and approved by the District Engineer.

She provided an update on fence removal demand letters, explaining some lots had received

HOA approvals and she is working with Counsel and District Engineer grandfathering residents who had previously received HOA approval to install a fence.

Ms. Gallagher stated the Board previously approved funding for an off-duty officer for five (5) weeks, but there is a surge charge of \$16 per week for scheduling.

On a motion by Mr. Nix, seconded by Ms. Jones, with all in favor, the Board approved the surcharge fee of \$16 per week for the off-duty officer, for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

CONSIDERATION OF BRIGHTVIEW LANDSCAPE & IRRIGATION MAINTENANCE RENEWAL PROPOSAL

Ms. Wasilewski summarized the BrightView renewal proposal. Ms. Gallagher gave an overview of the previous BrightView renewal proposal amounts.

On a motion by Mr. Bryant, seconded by Ms. Jones, with all in favor, the Board approved the BrightView renewal in the amount of \$169,234.52, for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

CONSIDERATION OF SOLITUDE FOUNTAIN PREVENTATIVE MAINTENANCE RENEWAL PROPOSAL

Ms. Wasilewski reviewed Solitude Lake Management preventive fountain maintenance renewal proposal that remained \$600 annually with quarterly service.

On a motion by Ms. Jones, seconded by Mr. Nix, with all in favor, the Board approved the Solitude preventive maintenance proposal for River Glen Community Development District.

NINTH ORDER OF BUSINESS

CONSIDERATION OF TERMITE BOND PROPOSALS

Mr. Shiver commented the Board previously approved Nadar's proposal that only covered the kayak launch building and requested an additional proposal to include the amenity building. Both vendors include a repair bond and board discussion ensued.

On a motion by Mr. Bryant, seconded by Mr. Nix, the Board approved Nadar's termite bond proposals with initial treatment amounts of \$1,228.20, for the River Glen Community

Development District.

Moved to Staff Reports "B," District Engineer.

Ms. Wasilewski read Mr. McCraine's email update at 2:19 pm stating DL Holland surveyors will be onsite August 28th or 29th and sidewalk construction tentatively scheduled to begin September 2nd.

Ms. Gallagher confirmed staff will send out letters and an e-blast notifying the residents of the start date.

The Board requested District Engineer to inspect sinkhole on Fern Creek.

Moved to Public Hearing on Fiscal Year 2025-2026 Budget, Tab 11

TENTH ORDER OF BUSINESS

**PUBLIC HEARING ON FISCAL YEAR
2025/2026 BUDGET**

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board opened the public hearing at 2:45 pm on fiscal year 2025-2026 budget, for the River Glen Community Development District.

Ms. Gallagher reviewed the financial projections and proposed budget that include the sidewalk budget and baseball field improvements. The Board deferred the baseball field improvements to next fiscal year at the end of February/beginning of March. Mr. Shiver reported the baseball field clay proposals have been requested. Board discussion ensued.

Ms. Gallagher stated the proposed budget does not reflect an increase and the reserve study will be presented at the November CDD meeting.

Mr. Bryant and Mr. Nix addressed the audience and staff.

An audience member inquired about the refinance funds, large projects and items purchased in this fiscal year.

An audience member inquired about the sidewalk addition and the cleaning of sidewalks.

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board closed the public hearing at 3:05 pm on fiscal year 2025-2026 final budget, for the River Glen Community Development District.

THIRTEENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2025-07; ADOPTING FISCAL YEAR 2025-2026 BUDGET

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board adopted Resolution 2025-07, Adopting Fiscal Year 2025-2026 Budget as presented, for the River Glen Community Development District.

FOURTEENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2025-08; IMPOSING SPECIAL ASSESSMENTS

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board adopted Resolution 2025-08, Imposing Fiscal Year 2025-2026 Assessments, for the River Glen Community Development District.

FIFTEENTH ORDER OF BUSINESS

ACCEPTANCE OF ADDENDUM TO DISTRICT MANAGEMENT SERVICE AGREEMENT

Ms. Gallagher reviewed the Rizzetta addendums and increase reflected in the budget just approved.

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board accepted the addendum to District Management Service Agreement in substantial form subject to District Counsel review, for the River Glen Community Development District.

SIXTEENTH ORDER OF BUSINESS

ACCEPTANCE OF ADDENDUM TO TECHNOLOGY AGREEMENT

Ms. Gallagher reviewed the purpose of the Technology Agreement and the increase of \$10 per month.

On a motion by Mr. Nix, seconded by Ms. Jones, with all in favor, the Board accepted the addendum to Technology Agreement in substantial form subject to District Counsel review, for the River Glen Community Development District.

SEVENTEENTH ORDER OF BUSINESS

**ACCEPTANCE OF ADDENDUM TO
LANDSCAPE INSPECTION SERVICES
AGREEMENT**

Ms. Gallagher stated the addendum proposed increased by \$100 per month

On a motion by Mr. Bryant, seconded by Mr. Nix, with all in favor, the Board accepted the addendum to Landscape Inspection Services Agreement in substantial form subject to District Counsel review, for the River Glen Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**SUPERVISOR REQUESTS & AUDIENCE
COMMENTS**

Supervisors:

No supervisor requests.

Audience:

Audience members inquired about deceased Canadian geese removal and armadillo issues.

Residents on Fern Creek requested the District Engineer to review the wetlands near Edwards Road that flow near Lagoon Forest.

NINETEENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Nix, seconded by Ms. Jones, with all in favor, the Board adjourned the meeting at 3:18 p.m., for River Glen Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

RIVER GLEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FL 32084

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

WWW.RIVERGLENCDD.ORG

Operation and Maintenance Expenditures August 2025 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2025 through August 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$41,432.04**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2025 Through August 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Atlantic Companies, Inc.	300083	403021 Final	Final Invoice for Video Surveillance & Access Control System Installation	\$7,172.50
Bob's Backflow & Plumbing Services, Inc.	300084	25070	Backflow and piping 07/25	\$1,453.00
BrightView Landscape Services, Inc.	300085	9439149	Exterior Maintenance 08/25	\$14,726.00
Egis Insurance Advisors, LLC	300086	28725	Policy #WC100124663 07/18/2025-10/01/2025	\$308.00
First Coast Contract Maintenance Service, LLC	300087	9613	Reimbursable Expenses June 2025 : 1 06/25	\$4,234.22
First Coast Contract Maintenance Service, LLC	300087	9661	Reimbursable June 2025 : 2 07/25	\$1,526.80
First Coast Contract Maintenance Service, LLC	300087	9725	Reimbursable Expenses July 2025 : 2	\$2,474.84
First Coast Contract Maintenance Service, LLC	300091	9747	Reimbursable Expenses August 2025: 1	\$585.82
Florida Department of Revenue	20250818-1	55-8018810364-5 07/25 ACH	Sales Tax 07/25	\$0.97
Rizzetta & Company, Inc.	300082	INV0000101276	District Management Services 08/25	\$7,043.51
School Now	300088	INV-SN-880	Website & Compliance Services 07/25	\$384.38
Solitude Lake Management, LLC	300089	PSI194603	Lake & Pond Management Service 08/25	<u>\$1,522.00</u>
Report Total				<u>\$41,432.04</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 September 2025 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2025 through September 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$46,597.57**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

River Glen Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2025 Through September 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Always Improving, LLC	300105	35854	Service Request - Aug Preventative Maintenance 08/25	\$ 244.00
Always Improving, LLC	300107	36007	Service Request Equipment issue 09/25	\$ 115.00
Atlantic Security	300094	405124	Security Phone Line Monitoring 08/25	\$ 65.00
BrightView Landscape Services, Inc.	300095	9458083	Landscape Enhancement - Drainage 07/25	\$ 10,431.00
BrightView Landscape Services, Inc.	300098	9444991	Landscape Enhancement 07/25	\$ 6,470.50
Debra A Jones	300108	DJ082125	Board of Supervisors Meeting 08/21/25	\$ 200.00
First Coast Contract Maintenance Service, LLC	300096	9699	Management Services Month September 2025	\$ 10,322.66
First Coast Contract Maintenance Service, LLC	300096	9767	Monthly Service October 2025	\$ 8,750.91
Kutak Rock, LLP	300109	3626331	Legal Services 06/25	\$ 1,032.99
Rizzetta & Company, Inc.	300097	INV0000102321	District Management Services 09/25	\$ 7,043.51
Solitude Lake Management, LLC	300106	PSI202863	Lake & Pond Management Service 09/25	\$ 1,522.00
Steven Brian Nix	300111	SN082125	Board of Supervisors Meeting 08/21/25	\$ 200.00
Steven Lee Bryant, Jr.	300112	SB082125	Board of Supervisors Meeting 08/21/25	\$ <u>200.00</u>

Report Total

\$46,597.57

Tab 3

RIVER GLEN

LANDSCAPE INSPECTION REPORT



October 22, 2025
Rizzetta & Company
Matthew Mironchik – Landscape Specialist
Landscape Inspection Services



Rizzetta & Company
Professionals in Community Management

Summary/Amenities Center

General Updates, Recent & Upcoming Maintenance Events

- All high visibility and high traffic areas should be considered priority detail areas
- Overall, property seems to be in good shape. Weather has been an issue for things such as weed suppression and mowing. Drier months and fertilizer/weed control programs moving forward should make for improved Plant Health Care.

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

1. Turf areas directly around Amenity center exhibiting bare spots and heavy weed pressure. This area is unlikely to bounce back in the spring and may require sod installation in the future. I will continue to monitor areas.(pic.1a,1b)



2. All storm drain grates must hard edged and cleared from debris as needed to prevent clogging.(pic.2a,2b)



Playground/Ball Field

3. There appears to be a slow leak from the irrigation head on the corner of the sidewalk leading from the parking lot area to the playground.(pic.3)



6. In the ball field area, I observed a small wet spot with standing water. After a closer inspection it appears to be another leaking sprinkler head. Please have irrigation team look at this.(pic.6)



4. Some paver bricks have separated from the walkway directly leading into the playground area. A proposal to have this area repaired should be made before someone trips.(pic.4)



7. Active ant mounds have been observed in the ball field area, as well as many of the ornamental grasses along the sidewalk along River Glen Parkway. Please have the technician treat these as well.

8. The area along River Glen Parkway where a washout was observed near the sidewalk, directly across from Morning Glen Ct. looks to have some fresh sediment. Was this area check by irrigation. A proposal to fill in area once diagnosed should be made.(pic.8>>)



5. Large active ant mounds have been observed in the immediate area of the playground and should be treated immediately. It looks like kids may have been poking it with sticks.(pic.5>)



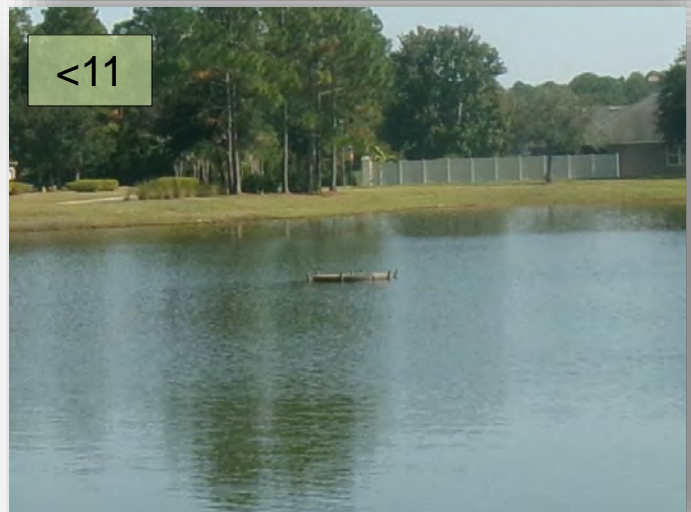
River Glen Parkway/Edwards Rd.

9. Ornamental grass beds along River Glen Parkway in the vicinity of Fern Creek Dr. have weeds growing through grasses which need to be hand pulled.(pic.9)



10. I have been observing many retention ponds in other districts experiencing shore erosion. At the east end of the lagoon, along Edwards Rd. there is some signs of erosion forming. I will continue to monitor. If the problems grows, a proposal for mitigation will need to be made.(pic.10>)

11. During the time of this inspection, the fountain in the lagoon near the entrance of River Glen Parkway was not on. Is the fountain broken?(pic.11>)



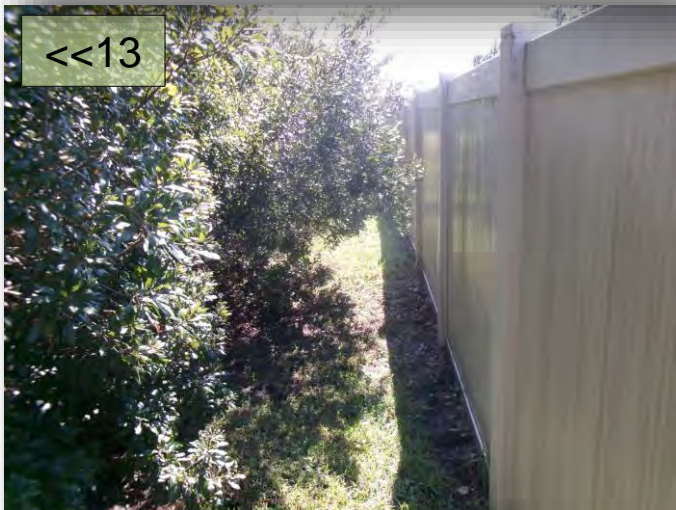
12. Areas along the perimeter fence along Edwards Rd. have damage to the slats and are leaning in certain areas. A proposal to mend these areas is recommended. (pic.12a>>,12b>>)

13. Heading South on Edwards Rd., just before Lagoon Forest Dr., the perimeter fence starts again after the conservation area. I observed maintenance only being done up to a branch over CDD property then stops. This branch should be pruned away so the area that needs to be maintained can be.(pic.13>>)



River Glen Parkway/Edwards Rd.

9. 'Spears' on Duranta in the Monument bed at River Glen Parkway entrance should be pruned during detail events.(pic.14>)



Tab 4

Quality Site Assessment

Prepared for: River Glen CDD

General Information

DATE: Tuesday, Oct 28, 2025
NEXT QSA DATE: Thursday, Nov 06, 2025
CLIENT ATTENDEES:
BRIGHTVIEW ATTENDEES: Jennifer Mabus

Customer Focus Areas

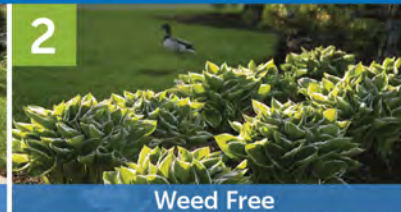
Entrance, Amenity Center and Ball Field

Quality you can count on.

7
Seven
Standards of
Excellence



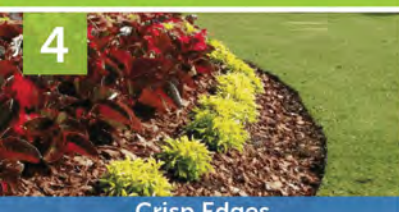
1 Site Cleanliness



2 Weed Free



3 Green Turf



4 Crisp Edges



5 Spectacular Flowers



6 Uniformly Mulched Beds

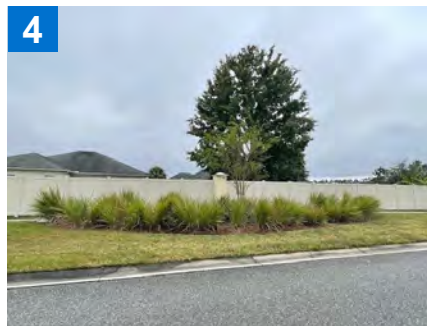
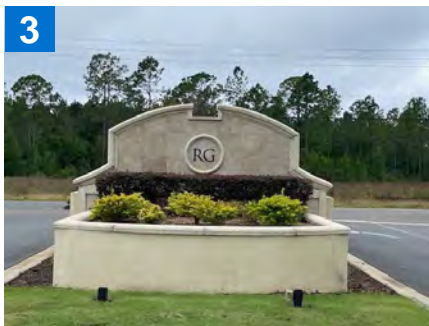


7 Neatly Pruned Trees & Shrubs

QUALITY SITE ASSESSMENT

River Glen CDD

Maintenance Items



- 1** River Glen entrance, new fall color was installed and looks good. Flax lily is healthy and shrubs are pruned, beds are weed free.
- 2** Sago palms have been treated with a quarterly scale drench. The pups have been removed, and the ligustrums are pruned. Beds are clean.
- 3** Back of RG sign, loropetalum are trimmed in rotation. Duranta have been tipped and beds are clean.
- 4** The Fakahatchee grass beds on RGPW just past Fern Creek, previously had broom sedge growing in them taller than the grasses. They were treated with a herbicide, and the dead was removed by hand. The grass beds are clean.

QUALITY SITE ASSESSMENT

River Glen CDD

Maintenance Items



- 5** The grasses and shrubs along River Glen Parkway were pruned back. They were hanging over the edge of the sidewalk. Also the dead has been cut out of the schillings.
- 6** At the entrance to the Amenity Center, the new loropetalum are blooming and the rest of the plants are healthy and thriving. They have been fertilized for the fall.
- 7** The Flax lily installed last year is thriving and the shrubs are pruned.
- 8** The shrubs at the Amenity Center and tennis courts are pruned as part of a 3 week rotation. Beds have been sprayed and are clean. Bed edges are being defined.

Maintenance Items



- 9 Ornamental grass cut backs will begin in November.

Irrigation Report

D

Job #: _____
Date: 10-13-2025
Page: 7 of 7

[illegible][illegible]

RECEIVED FROM THE _____
IN PLACE NUMBER _____
2018 10 10 11:15 AM 7:00 CLOCK

2016

Irrigation Report

Property Name: River Club

▶

1

of 7

Prog	Run Days / Zones	Start Time
A	Spray Rotor Drip:	1
B	S M T W TH F S	2
C	S M T W TH F S	3
D	S M T W TH F S	4
E	S M T W TH F S	5
F	S M T W TH F S	6

[illegible]

Replace Rain/Freeze Sensor:

Tech Notes:

9

Date: 10-13-2025

Page: 1 of 1

Prog	Run Days / Zones	Start Time
A	S M T W TH F S Spray Rotor Drip:	1
B	S M T W TH F S	2
C	S M T W TH F S	3
D	S M T W TH F S	4
E	S M T W TH F S	5
F	S M T W TH F S	6

[illegible]

The clock is 246
zone 8 no time in the clock part 30 minutes

Irrigation Report

Property Name: River Glen

10/20/2019

Tech Name: VNA-mb-mj

Controller Name:

7 of 7

Job #: _____
Date: 10-12-2025

Page: 7 of 7

[illegible][illegible]

Backflow/Meter Location: _____

Replace Rain/Freeze Sensor: _____

Tech Notes:

Tab 5



Work Order	00858998	Account	River Glen CDD
Work Order	00858998	Contact	Lesley Gallagher
Number		Address	65019 River Glen Pkwy Yulee, FL 32097 United States
Created Date	8/28/2025		

Work Details

Specialist	Treated pond 15 for algae and bladder wart. I	Prepared By	Julian Smith
Comments to	also added nutrient control and dye to pond 15.		
Customer	Treated pond 16 got algae and bladder wart. Pond 9 looks great and I did meet Joey the guy that took his fence down he was super cool I just wanted to inform you. Ponds 11 and 12 are still flooded for the boat launch this will be on my first visit if it is dry the same with ponds 13 and 14 are flooded. Thank you for your business, have a good day!		

Work Order Assets

Asset	Status	Product Work Type
Pond 1 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 13 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 15 River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 16 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
River Glen Cdd-Lake-ALL	Inspected	
Pond 9 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
River Glen Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order	00858998	Account	River Glen CDD
Work Order	00858998	Contact	Lesley Gallagher
Number		Address	65019 River Glen Pkwy Yulee, FL 32097 United States

Created Date 8/28/2025

Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 16 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 15 River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 13 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
River Glen Cdd-Lake-ALL	SHORELINE WEED CONTROL	
River Glen Cdd-Lake-ALL	MONITORING	
River Glen Cdd-Lake-ALL	LAKE WEED CONTROL	
River Glen Cdd-Lake-ALL	ALGAE CONTROL	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	MONITORING	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	MONITORING	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	MONITORING	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	MONITORING	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	



Work Order 00858998

Work Order 00858998
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 8/28/2025

Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	MONITORING	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	MONITORING	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	MONITORING	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	MONITORING	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 16 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 16 - River Glen CDD	MONITORING	
Pond 16 - River Glen CDD	LAKE WEED CONTROL	
Pond 16 - River Glen CDD	ALGAE CONTROL	
Pond 15 River Glen CDD	SHORELINE WEED CONTROL	
Pond 15 River Glen CDD	MONITORING	
Pond 15 River Glen CDD	LAKE WEED CONTROL	
Pond 15 River Glen CDD	ALGAE CONTROL	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	MONITORING	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 13 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 13 - River Glen CDD	MONITORING	
Pond 13 - River Glen CDD	LAKE WEED CONTROL	
Pond 13 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	



Work Order 00858998

Work Order 00858998
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 8/28/2025

Pond 12 - River Glen CDD	MONITORING	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	MONITORING	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	MONITORING	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	MONITORING	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	

Service Report



Work Order 00863283

Work Order 00863283
Number

Created Date 9/9/2025

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Work Details

Specialist
Comments to
Customer

Inspected ponds 1,2,3,5,6,7,8 and 10. Ponds look great there are minor grasses on ponds 8,2 and 7 that I could not get to today due to the rain. Water levels are up at this time of service. Thank you for your business, have a good day!

Prepared By

Julian Smith

Work Order Assets

Asset	Status	Product Work Type
Pond 10 - River Glen CDD	Inspected	
Pond 1 - River Glen CDD	Inspected	
River Glen Cdd-Lake-ALL	Inspected	
Pond 9 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 16 - River Glen CDD	Inspected	
Pond 15 River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 13 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
River Glen Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order	00863283	Account	River Glen CDD
Work Order	00863283	Contact	Lesley Gallagher
Number		Address	65019 River Glen Pkwy Yulee, FL 32097 United States

Created Date 9/9/2025

Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 16 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 15 River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 13 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
River Glen Cdd-Lake-ALL	SHORELINE WEED CONTROL	
River Glen Cdd-Lake-ALL	MONITORING	
River Glen Cdd-Lake-ALL	LAKE WEED CONTROL	
River Glen Cdd-Lake-ALL	ALGAE CONTROL	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	MONITORING	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	MONITORING	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	MONITORING	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	MONITORING	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	MONITORING	



Work Order 00863283

Work Order 00863283
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 9/9/2025

Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	MONITORING	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	MONITORING	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	MONITORING	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 16 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 16 - River Glen CDD	MONITORING	
Pond 16 - River Glen CDD	LAKE WEED CONTROL	
Pond 16 - River Glen CDD	ALGAE CONTROL	
Pond 15 River Glen CDD	SHORELINE WEED CONTROL	
Pond 15 River Glen CDD	MONITORING	
Pond 15 River Glen CDD	LAKE WEED CONTROL	
Pond 15 River Glen CDD	ALGAE CONTROL	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	MONITORING	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 13 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 13 - River Glen CDD	MONITORING	
Pond 13 - River Glen CDD	LAKE WEED CONTROL	
Pond 13 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	MONITORING	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	



Work Order 00863283
Work Order 00863283
Number

Account River Glen CDD
Contact Lesley Gallagher
Address 65019 River Glen Pkwy
 Yulee, FL 32097
 United States

Created Date 9/9/2025

Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	MONITORING	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	MONITORING	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	MONITORING	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	

Service Report



Work Order 00875240

Work Order 00875240
Number

Created Date 9/26/2025

Account River Glen CDD
 Contact Lesley Gallagher
 Address 65019 River Glen Pkwy
 Yulee, FL 32097
 United States

Work Details

Specialist Inspected ponds 1,2,3,5,7,8 and 10. Water levels
 Comments to are too high to for grass treatment. Anything that
 Customer was missed will get treated next visit. Thank you
 for your business? Have a good day!

Prepared By Julian Smith

Work Order Assets

Asset	Status	Product Work Type
Pond 1 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 13 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 15 River Glen CDD	Inspected	
Pond 16 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 9 - River Glen CDD	Inspected	
River Glen Cdd-Lake-ALL	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
River Glen Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order	00875240	Account	River Glen CDD
Work Order	00875240	Contact	Lesley Gallagher
Number		Address	65019 River Glen Pkwy Yulee, FL 32097 United States

Created Date 9/26/2025

Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 16 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 15 River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 13 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
River Glen Cdd-Lake-ALL	SHORELINE WEED CONTROL	
River Glen Cdd-Lake-ALL	MONITORING	
River Glen Cdd-Lake-ALL	LAKE WEED CONTROL	
River Glen Cdd-Lake-ALL	ALGAE CONTROL	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	MONITORING	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	MONITORING	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	MONITORING	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	MONITORING	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	
Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	MONITORING	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	



Work Order 00875240

Work Order 00875240
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 9/26/2025

Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	MONITORING	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	MONITORING	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	MONITORING	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 16 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 16 - River Glen CDD	MONITORING	
Pond 16 - River Glen CDD	LAKE WEED CONTROL	
Pond 16 - River Glen CDD	ALGAE CONTROL	
Pond 15 River Glen CDD	SHORELINE WEED CONTROL	
Pond 15 River Glen CDD	MONITORING	
Pond 15 River Glen CDD	LAKE WEED CONTROL	
Pond 15 River Glen CDD	ALGAE CONTROL	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	MONITORING	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 13 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 13 - River Glen CDD	MONITORING	
Pond 13 - River Glen CDD	LAKE WEED CONTROL	
Pond 13 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	MONITORING	
Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	



Work Order 00875240

Work Order 00875240
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 9/26/2025

Pond 11 - River Glen CDD	MONITORING	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	MONITORING	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	MONITORING	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	

Service Report



Work Order 00881417

Work Order 00881417
Number

Created Date 10/10/2025

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Work Details

Specialist
Comments to
Customer

Treated ponds 1,2 and 3 for pond weed and torpedo grass. Treated pond 10 for algae and spike rush. Pond 12 last treatment took really well the boat launch is very wet so I will put it on next visit it does need to be treated again. Inspected ponds 5,7 and 8. Water levels are up at this time of service. Thank you for your business, have a good day!

Prepared By

Julian Smith

Work Order Assets

Asset	Status	Product Work Type
Pond 1 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 12 - River Glen CDD	Inspected	
Pond 13 - River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 15 River Glen CDD	Inspected	
Pond 16 - River Glen CDD	Inspected	
Pond 9 - River Glen CDD	Inspected	
River Glen Cdd-Lake-ALL	Inspected	
Pond 2 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
River Glen Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order 00881417
 Work Order 00881417
 Number

Account River Glen CDD
 Contact Lesley Gallagher
 Address 65019 River Glen Pkwy
 Yulee, FL 32097
 United States

Created Date 10/10/2025

Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 16 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 15 River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 13 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
River Glen Cdd-Lake-ALL	SHORELINE WEED CONTROL	
River Glen Cdd-Lake-ALL	MONITORING	
River Glen Cdd-Lake-ALL	LAKE WEED CONTROL	
River Glen Cdd-Lake-ALL	ALGAE CONTROL	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	MONITORING	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	MONITORING	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	MONITORING	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	MONITORING	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	



Work Order 00881417

Work Order 00881417
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 10/10/2025

Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	MONITORING	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	MONITORING	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	MONITORING	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	MONITORING	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 16 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 16 - River Glen CDD	MONITORING	
Pond 16 - River Glen CDD	LAKE WEED CONTROL	
Pond 16 - River Glen CDD	ALGAE CONTROL	
Pond 15 River Glen CDD	SHORELINE WEED CONTROL	
Pond 15 River Glen CDD	MONITORING	
Pond 15 River Glen CDD	LAKE WEED CONTROL	
Pond 15 River Glen CDD	ALGAE CONTROL	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	MONITORING	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 13 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 13 - River Glen CDD	MONITORING	
Pond 13 - River Glen CDD	LAKE WEED CONTROL	
Pond 13 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	MONITORING	



Work Order 00881417

Work Order 00881417
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 10/10/2025

Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	MONITORING	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	MONITORING	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	MONITORING	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	

Service Report



Work Order 00889836

Work Order 00889836
Number

Created Date 10/22/2025

Account River Glen CDD
Contact Lesley Gallagher
Address 65019 River Glen Pkwy
Yulee, FL 32097
United States

Work Details

Specialist Treated pond 11 for algae and pond weed.
Comments to Treated pond 12 for limnophila that last
Customer treatment did really well so hopefully this will
take care of it. Treated pond 15 for algae.
Treated pond 16 got algae and sprite rush.
Inspected ponds 13,9 and 14. water levels are
up at this time of service. Thank you for your
business, have a great day!

Prepared By Julian Smith

Work Order Assets

Asset	Status	Product Work Type
Pond 12 - River Glen CDD	Inspected	
Pond 11 - River Glen CDD	Inspected	
Pond 10 - River Glen CDD	Inspected	
Pond 1 - River Glen CDD	Inspected	
River Glen Cdd-Lake-ALL	Inspected	
Pond 9 - River Glen CDD	Inspected	
Pond 8 - River Glen CDD	Inspected	
Pond 7 - River Glen CDD	Inspected	
Pond 6 - River Glen CDD	Inspected	
Pond 16 - River Glen CDD	Inspected	
Pond 15 River Glen CDD	Inspected	
Pond 14 - River Glen CDD	Inspected	
Pond 13 - River Glen CDD	Inspected	
Pond 5 - River Glen CDD	Inspected	
Pond 4 - River Glen CDD	Inspected	
Pond 3 - River Glen CDD	Inspected	
Pond 2 - River Glen CDD	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
River Glen Cdd-Lake-ALL	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 9 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 8 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Work Order 00889836

Work Order 00889836
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 10/22/2025

Pond 7 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 6 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 5 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 4 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 3 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 2 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 16 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 15 River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 14 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 13 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 12 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 11 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 10 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Pond 1 - River Glen CDD	TRASH / DEBRIS COLLECTION (IN HOUSE)	
River Glen Cdd-Lake-ALL	SHORELINE WEED CONTROL	
River Glen Cdd-Lake-ALL	MONITORING	
River Glen Cdd-Lake-ALL	LAKE WEED CONTROL	
River Glen Cdd-Lake-ALL	ALGAE CONTROL	
Pond 9 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 9 - River Glen CDD	MONITORING	
Pond 9 - River Glen CDD	LAKE WEED CONTROL	
Pond 9 - River Glen CDD	ALGAE CONTROL	
Pond 8 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 8 - River Glen CDD	MONITORING	
Pond 8 - River Glen CDD	LAKE WEED CONTROL	
Pond 8 - River Glen CDD	ALGAE CONTROL	
Pond 7 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 7 - River Glen CDD	MONITORING	
Pond 7 - River Glen CDD	LAKE WEED CONTROL	
Pond 7 - River Glen CDD	ALGAE CONTROL	
Pond 6 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 6 - River Glen CDD	MONITORING	
Pond 6 - River Glen CDD	LAKE WEED CONTROL	
Pond 6 - River Glen CDD	ALGAE CONTROL	



Work Order 00889836

Work Order 00889836
Number

Account

River Glen CDD

Contact

Lesley Gallagher

Address

65019 River Glen Pkwy
Yulee, FL 32097
United States

Created Date 10/22/2025

Pond 5 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 5 - River Glen CDD	MONITORING	
Pond 5 - River Glen CDD	LAKE WEED CONTROL	
Pond 5 - River Glen CDD	ALGAE CONTROL	
Pond 4 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 4 - River Glen CDD	MONITORING	
Pond 4 - River Glen CDD	LAKE WEED CONTROL	
Pond 4 - River Glen CDD	ALGAE CONTROL	
Pond 3 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 3 - River Glen CDD	MONITORING	
Pond 3 - River Glen CDD	LAKE WEED CONTROL	
Pond 3 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 2 - River Glen CDD	MONITORING	
Pond 2 - River Glen CDD	LAKE WEED CONTROL	
Pond 2 - River Glen CDD	ALGAE CONTROL	
Pond 16 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 16 - River Glen CDD	MONITORING	
Pond 16 - River Glen CDD	LAKE WEED CONTROL	
Pond 16 - River Glen CDD	ALGAE CONTROL	
Pond 15 River Glen CDD	SHORELINE WEED CONTROL	
Pond 15 River Glen CDD	MONITORING	
Pond 15 River Glen CDD	LAKE WEED CONTROL	
Pond 15 River Glen CDD	ALGAE CONTROL	
Pond 14 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 14 - River Glen CDD	MONITORING	
Pond 14 - River Glen CDD	LAKE WEED CONTROL	
Pond 14 - River Glen CDD	ALGAE CONTROL	
Pond 13 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 13 - River Glen CDD	MONITORING	
Pond 13 - River Glen CDD	LAKE WEED CONTROL	
Pond 13 - River Glen CDD	ALGAE CONTROL	
Pond 12 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 12 - River Glen CDD	MONITORING	



Work Order 00889836
 Work Order 00889836
 Number

Account River Glen CDD
 Contact Lesley Gallagher
 Address 65019 River Glen Pkwy
 Yulee, FL 32097
 United States

Created Date 10/22/2025

Pond 12 - River Glen CDD	LAKE WEED CONTROL	
Pond 12 - River Glen CDD	ALGAE CONTROL	
Pond 11 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 11 - River Glen CDD	MONITORING	
Pond 11 - River Glen CDD	LAKE WEED CONTROL	
Pond 11 - River Glen CDD	ALGAE CONTROL	
Pond 10 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 10 - River Glen CDD	MONITORING	
Pond 10 - River Glen CDD	LAKE WEED CONTROL	
Pond 10 - River Glen CDD	ALGAE CONTROL	
Pond 1 - River Glen CDD	SHORELINE WEED CONTROL	
Pond 1 - River Glen CDD	MONITORING	
Pond 1 - River Glen CDD	LAKE WEED CONTROL	
Pond 1 - River Glen CDD	ALGAE CONTROL	
Pond 2 - River Glen CDD		
Pond 3 - River Glen CDD		
Pond 4 - River Glen CDD		
Pond 5 - River Glen CDD		
Pond 13 - River Glen CDD		
Pond 14 - River Glen CDD		
Pond 15 River Glen CDD		
Pond 16 - River Glen CDD		
Pond 6 - River Glen CDD		
Pond 7 - River Glen CDD		
Pond 8 - River Glen CDD		
Pond 9 - River Glen CDD		
River Glen Cdd-Lake-ALL		
Pond 1 - River Glen CDD		
Pond 10 - River Glen CDD		
Pond 11 - River Glen CDD		
Pond 12 - River Glen CDD		

Tab 6



First Coast
CMS

River Glen Community Development District

Field Report
Nov 2025

First Coast CMS LLC
11/06/2025

Swimming Pools

At the time of this report there are no mechanical issues with the pool or splash pad.

Facility Maintenance

We have received a quote from Armada Construction to install a paver wall between the main pool and activity pool. This will keep the kids activity pool cleaner by preventing leaves and mulch to fill it every time there is a hard rain or wind.

The shade sails above the playground needed to be tightened

The spring rider on the playground has been broken. The cause is likely due to too much weight breaking the welds

Staff installed stakes and caution tape around drainage failures in an effort to keep community safe during Halloween.

Staff received a bid from Mulch Masters to install playground mulch.

Basketball Nets were replaced on goals

Landscape light and pedestal on back side of pool pavilion needed to be replaced

Nadars Service reports are attached

Tab 7

Proposal for Extra Work at River Glen CDD

Property Name	River Glen CDD	Contact	Lesley Gallagher
Property Address	65137 River Glen Pkwy Yulee, FL 32097	To	River Glen CDD
		Billing Address	3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Playground Mulch as per #26 on landscape report		
Project Description	50 cy ADA Certified playground mulch Installed		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
50.00	CUBIC YARD	ADA Certified Playground Mulch installed	\$92.86	\$4,642.86

For internal use only

SO# 8759188
JOB# 346108393
Service Line 160

Total Price \$4,642.86

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014
 Enhancement Manager
 Certified Arborist #FL-6354A
 Certified Pest Control Operator JF95758

TERMS & CONDITIONS

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

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

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

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

Acceptance of this Contract

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

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

Customer

Signature	Title	DM
Lesley Gallagher	Date	October 06, 2025
Printed Name		

BrightView Landscape Services, Inc. "Contractor"

Signature	Title	Enhancement Manager
Jen Mabus	Date	October 06, 2025
Printed Name		

Job #: 346108393

SO #: 8759188

Proposed Price: \$4,642.86

Mulch Masters, LLC

230 Lee Road, Jacksonville, Fl 32225

904-727-1100 / 904-727-5187

mulchmasters.com / mulchmastersjax@gmail.com

10/13/25

River Glen CDD

65084 River Glen Parkway

Yulee, Fl 32097

Tony - 904-506-8410

Estimate is for installation of certified playground mulch

- 50 yards of certified playground mulch
- Total installed - \$3250

Let us know if you have any questions or would like to proceed

Thanks

Tito

904-704-0006

Tab 8



Property Name	River Glen CDD	Created Date	9/8/2025
Description	Pull Fountain 1 Pond 1 for diagnosis	Quote Number	00013894
Prepared By	Kathy Goetz		
Phone	(757) 538-5093		
Email	kathy.goetz@solitudelake.com		

Product	Quantity	Sales Price	Total Price
Labor	12.00	\$107.00	\$1,284.00

Taxes may be applicable	Total Price	\$1,284.00
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Quote Acceptance Information

Signature _____

Name _____

Title _____

Date _____

AMERICAN ELECTRICAL Contracting, Inc.



9016 Philips Highway, Jacksonville, FL 32256

Office (904) 737-7770

EC13007311

	cddinvoice@rizetta.com	Date:	August 18, 2025
	tony@firstcoastcms.com		
To:	River Glen CDD	Project:	River Glen CDD
	c/o Rizetta		Fountain Pump Electrical
	352 Perdido St.		65084 River Glen Pkwy.
	St. Johns, FL 32259		Yulee, FL 32097
			Tony (904) 537-9034

-PROPOSAL-

American Electrical Contracting, Inc. proposes to furnish all labor, material, and permit to complete the following scope of work:

- The entrance fountain keeps tripping the breaker.
- Troubleshoot and repair.
- Checked fountain control panel and connections.
- Checked voltage and surge protector.
- Megger cabling to fountain pump and found that the pump needs to be replaced.
- "A Phase" on Surge protector is bad. Recommend replacement.
- \$334.00. (Completed 8/18/2025)
- Replace (1) 3 phase, 240v, 50Ka surge protector.
- Fountain Pump and cable replacement is not included. (By others)
- \$430.00.

Our Total Quotation: \$764.00.

THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS PROPOSAL

Note:

- To the extent that additional work is performed or materials delivered at the Owner's request which is not the subject of a signed change order, American Electrical shall be entitled to recover the costs thereof, plus 25%.
- Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the base contract.
- The onsite representative for the customer or contractor is deemed to be authorized to request and approve extras and alterations to scope of work and payment by the customer or contractor for said work.
- **Due to the volatile market for materials, costs may increase subsequently additional cost may be added at the time of receiving a signed proposal or purchase order.**
- **American Electrical Contracting, Inc. may withdraw this proposal if not accepted within 15 days.**
- American Electrical Contracting, Inc. shall have the right to stop work for nonpayment within terms upon 10 days written notification.
- Customer agrees to pay the cost of collection, including all collection, bankruptcy and appellate attorney's fees, court cost and filing fees, upon customer's default of contract.
- Labor warranty covers one year on original installation.
- Warranty and warranty claims shall be invalid unless all work, both contract and change orders, have been paid in full.
- Materials warranty is by the manufacture of the product. Lamps, bulbs, and AFCI/GFCI devices are warranted for 30 days.
- Monthly billings rendered based on work in place on the 25th of the month.

● Page 2

August 18, 2025

- Payment for work completed is due NET 30 days from date of invoice.
- Any payment not paid by the 10th day will be subject to an interest rate, which is equal to the maximum allowed by Florida Prompt Payment Laws.
- ***The payment terms of the company are PAYMENT DUE UPON SERVICE RENDERED. If payment is not received within 60 DAYS of invoice date, customer authorizes and acknowledges AEC to enforce non-payment of work completed by placing a lien on owner's property for the value of materials, labor, and work provided on all delinquent accounts under Florida Statutes § 713.02 and § 713.06.***

The prices and conditions above are satisfactory and are hereby accepted. American Electrical Contracting, Inc. is authorized to perform the work as proposed.

Authorizing Signature

Date

Brian Moore, PM
American Electrical
Contracting, Inc.

Tab 9

Job address:65084 River Glen Pkwy

Scope of work:

Do retaining wall on 2 locations as we discussed

Remove any bushes as needed

NOTE: MAINTANENCA IS RESPONSIBLE TO REMOVE SPRINKLERS

Total for labor and material is \$10,500.00

Thank you and if you have any questions feel free to call

ARMADA CONSTRUCTION SERVICES LLC

**General, Roofing, Plumbing
and Heating and Air**

CGC1531347, CCC1331766

CFC1430171, CAC1819745

8806 Brierwood Rd.

Jacksonville, Fl. 32257

904-449-5112, 904-300-3265

www.armadaconstructionjax.com



[Best Roofing Company | Construction Company Jacksonville FL](http://www.armadaconstructionjax.com)

Armada Construction is a Jacksonville owned roofing company. Known for our exceptional roof installations, roof repairs, shingle roof installations and re-roofing.

www.armadaconstructionjax.com