



Rizzetta & Company

Glen St. Johns Community Development District

Board of Supervisors' Special Meeting August 20, 2025

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

www.glenstjohnscdd.org

GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT

St. Johns County Airport Authority
4730 Casa Cola Way, St. Augustine, Florida 32095
www.glenstjohnscdd.org

Board of Supervisors	Darren Romero Mabel Perez Skip Thompson Jamie Williams Bliss Carley	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher Ben Pfuhl	Rizzetta & Company, Inc. Rizzetta & Company, Inc.
District Counsel	Katie Buchanan	Kutak Rock, LLP
District Engineer	David Landing	Alliant, Inc.

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.

GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.glenstjohnscdd.org

Board of Supervisors
Glen St. Johns Community
Development District

August 13, 2025

FINAL AGENDA

Dear Board Members:

The **special** meeting of the Board of Supervisors' of the Glen St. Johns Community Development District will be held on **August 20, 2025 at 10:00 a.m.** at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine FL 32095. The meeting is not sponsored by the Authority, its Staff or the Airport.

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on June 11, 2025..... Tab 1
 - B. Ratification of the Operation and Maintenance Expenditure for May and June 2025 Tab 2
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Report Tab 3
 1. Consideration of Irrigation Inspection and Repairs
 - D. Amenity Manager Report Tab 4
 - E. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Lift Repairs Proposal..... Tab 5
 - B. Public Hearing on Fiscal Year 2025/2026 Budget
 1. Consideration of Resolution 2025-04;
Adopting FY 2025/2026 Budget Tab 6
 - C. Consideration of Resolution 2025-05; Imposing Special Assessments Tab 7
 - D. Consideration of Resolution 2025-06; Setting Date,
Time and Location of FY26 Regular Meetings Tab 8
6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

We 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.

Sincerely,

Ben Pfuhl

Ben Pfuhl

Tab 1

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.

**GLEN ST. JOHNS
COMMUNITY DEVELOPMENT DISTRICT**

The **special** meeting of the Board of Supervisors of Glen St. Johns Community Development District was held on **June 11, 2025, at 10:00 a.m.** at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095

Present and constituting a quorum:

Darren Romero	Board Supervisor, Chairman
Mabel Perez	Board Supervisor, Vice Chair
Jamie Williams	Board Supervisor, Assistant Secretary
Skip Thompson	Board Supervisor, Assistant Secretary
Bliss Carley	Board Supervisor, Assistant Secretary

Also present were:

Ben Pfuhl	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Kutak Rock (via speakerphone)
Winslow Wheeler	Field Operations Manager, Vesta Property Services
Dan Fagen	Account Manager, Vesta Property Services

No audience present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Pfuhl called the meeting to order at 10:00 a.m. and read roll call.

SECOND ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held on
May 21, 2025**

On a motion by Mr. Thompson, seconded by Mr. Romero, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on May 21, 2025, for Glen St. Johns Community Development District.

THIRD ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Not in attendance.

C. Landscape Report

Not in attendance.

D. Amenity Manager Report

Mr. Wheeler reviewed his report with the Board.

The Board Moved to Agenda Item 5-C

Mr. Wheeler reviewed the two proposals from Florida Patio Furniture Inc.

On a motion by Mr. Romero, seconded by Mr. Thompson, with all in favor, the Board approved the replacement of ten (10) pool chairs at the amenity center at a price of \$374 per chair, and the additional shipping and set-up costs, for Glen St. Johns Community Development District.

Ms. Perez joined the meeting in progress

The Board Moved to Agenda Item 5-D

Mr. Wheeler reviewed the sign replacement proposal from Sundance Sign Graphics with the Board.

The Board tabled this item until the next meeting and requested to see what the signs would look like.

E. District Manager

Mr. Pfuhl reviewed his report with the Board.

FOURTH ORDER OF BUSINESS**Presentation of the Proposed Budget
for Fiscal Year 2025-2026**

Mr. Pfuhl presented the proposed budget to the Board.

**1.) Consideration of Resolution 2025-03; Approving the Proposed Budget For
Fiscal Year 2025-2026 & Setting the Public Hearing**

On a motion by Ms. Carley, seconded by Mr. Thompson, with all in favor, the Board adopted Resolution 2025-03; Approving the Proposed Budget and setting the Public Hearing for August 20, 2025, at 10:00 a.m. at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095, for Glen St. Johns Community Development District.

FIFTH ORDER OF BUSINESS**Supervisors Request and Audience
Comments****Supervisor Requests:**

Mr. Thompson questioned if an AED unit was located in the Amenity Center.

Ms. Carley requested that future considerations be given to replacing some of the tables at the Amenity Center.

Ms. Carley questioned what the hours of the attendant at the Amenity Center were, Mr. Fagen informed the Board that they are from 11:00 a.m. to 4:00 p.m.

Audience Comments:

No audience members present.

NINETH ORDER OF BUSINESS**Continuance**

On a motion by Mr. Williams, seconded by Mr. Thompson, with all in favor, the Board adjourned the meeting at 10:43 a.m., for Glen St. Johns Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

Glen St. Johns Community Development District

District Office · St. Augustine, Florida 32084
Mailing Address · 3434 Colwell Avenue · Suite 200, Tampa Florida 33614
www.glenstjohnscdd.org

Operations and Maintenance Expenditures May 2025 For Board Approval

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

The total items being presented: **\$37,555.40**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
AT&T	20250501-1	132474430 04/25 ACH	Phone & Internet 04/25	\$106.03
AT&T	20250530-1	13247443 05/25 ACH	Phone & Internet 05/25	\$106.03
Bliss Carley	300076	BC052125	Board of Supervisors Meeting 05/25	\$200.00
Bob's Backflow & Plumbing Services, Inc.	300070	22693	Backflow Test 05/25	\$180.00
Darren H. Romero	300077	DR052125	Board of Supervisors Meeting 05/21/25	\$200.00
Epic Pools & Hardscape Construction, Inc.	300065	47122	Vacuum Pump Services 05/25	\$695.00
Estate Management Services, Inc.	300063	1015-252	Monthly Pond Management Services 05/25	\$978.93
First Coast Mulch	300072	3066	Playground mulch 03/25	\$3,720.00
Florida Power & Light Company	20250528-1	FPL Summary 04/25 ACH	Monthly Summary 04/25	\$4,699.02
Gannett Florida LocaliQ	300058	0007038895	Legal Advertising 03/25	\$168.56
Gilbert F Thompson	300078	GT052125	Board of Supervisors Meeting 05/21/25	\$200.00
Hancock Bank	300061	43378	Trustee Fees Series 2006 11/01/24 - 05/0/25 04/25	\$2,725.00
Hawkins, Inc	300064	7051014	Chemicals 04/25	\$336.00

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Hawkins, Inc	300071	7063282	Chemicals 05/25	\$304.00
James D Williams	300079	JW052125	Board of Supervisors Meeting 05/21/25	\$200.00
JEA	20250508-1	1608024175 04/25 ACH	Sewer Irrigation & Water 05/25	\$628.27
M&G Holiday Lighting	300073	1016	Holiday Lighting Reinstall 09/24	\$1,720.00
Mabel Perez	300080	MP052125	Board of Supervisors Meeting 05/21/25	\$200.00
Phillip McDonald Plumbing, Inc.	300066	13420	Service Call - Men's Restroom 05/25	\$225.00
Rizzetta & Company, Inc.	300060	INV0000098940	District Management Fees 05/25	\$4,111.17
St. Johns County Airport Authority	300059	042825 SJCAA	CDD Meeting Room Fee BOS Meeting 04/25	\$100.00
St. Johns County Airport Authority	300074	052325 SJCAA	CDD Meeting Room Fee BOS Meeting 05/25	\$100.00
Turner Pest Control, LLC	300067	202979 Renewal 05/25	Commercial Termite Service Renewal 05/25	\$291.75
VerdeGo, LLC	300062	21569	Landscape Enhancement 4/25	\$115.00
VerdeGo, LLC	300062	21570	Extend existing drainpipe to edge of pond 04/25	\$250.00
VerdeGo, LLC	300062	21623	Landscape Enhancement 04/25	\$250.00

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
VerdeGo, LLC	300068	21875	Monthly Landscape Contract 05/25	\$10,001.80
Vesta Property Services, Inc.	300069	426046	Monthly Service Maintenance 05/25	\$4,027.34
Vesta Property Services, Inc.	300069	426654	Billable Expenses 04/25	<u>\$716.50</u>
Total Report				<u>\$37,555.40</u>

Glen St. Johns Community Development District

District Office · St. Augustine, Florida 32084
Mailing Address · 3434 Colwell Avenue · Suite 200, Tampa Florida 33614
www.glenstjohnscdd.org

Operations and Maintenance Expenditures June 2025 For Board Approval

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

The total items being presented: **\$29,675.45**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Bliss Carley	300087	BC061125	Board of Supervisors Meeting 06/11/25	\$200.00
Darren H. Romero	300088	DR061125	Board of Supervisors Meeting 06/11/25	\$200.00
Estate Management Services, Inc.	300094	1055-252	Monthly Pond Management Services 06/25	\$978.93
Fire Sprinkler Services FL, LLC	300083	12515459	Annual Fire Sprinkler System Inspection 05/25	\$1,053.99
Florida Department of Health in St. Johns County	300086	55-BID-7918188	Pool Permit 05/25	\$350.00
Florida Power & Light Company	20250626-2	FPL Summary 05/25 ACH 680	Monthly Summary 05/25	\$4,598.96
Gannett Florida LocaliQ	300089	0007145338	Legal Advertising 05/25	\$84.96
Gilbert F Thompson	300090	ST061125	Board of Supervisors Meeting 06/11/25	\$200.00
Hawkins, Inc	300081	7078351	Chemicals 05/25	\$245.60
Hawkins, Inc	300098	7092899	Chemicals 06/25	\$419.16
James D Williams	300091	JW061125	Board of Supervisors Meeting 06/11/25	\$200.00
JEA	20250609-1	1608024175 05/25 ACH	Sewer Irrigation & Water 05/25	\$655.02
Kutak Rock, LLP	300092	3579457	Legal Services 03/25	\$717.50

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Lamp Sales Unlimited, Inc	300082	INV0304074	Derby Collection One - Light Hanging Lantern 05/25	\$180.00
Mabel Perez	300093	MP061125	Board of Supervisors Meeting 06/11/25	\$200.00
Protection Group USA, Inc.	300084	10078-M	Quarterly Monitoring Service 06/25	\$135.00
Rizzetta & Company, Inc.	300075	INV0000099717	District Management Fees 06/25	\$4,111.17
Sunbelt Gated Access Systems of Florida, LLC	300100	00004365	Service Call - Repair Labor 04/25	\$360.63
Valley National Bank	20250626-1	Glen St Johns Valley 05/25 ACH	Glen St Johns Valley 05/25	\$67.21
VerdeGo, LLC	300096	22415	Monthly Landscape Contract 06/25	\$10,001.80
VerdeGo, LLC	300099	22708	Landscape Enhancement 06/25	\$129.00
Vesta Property Services, Inc.	300095	426755	Monthly Service Maintenance 06/25	\$4,027.34
Vesta Property Services, Inc.	300095	427155	Billable Expenses 05/25	\$80.75
Vesta Property Services, Inc.	300095	427162	Pool monitor 05/25	\$124.68
Waste Pro - Flagler	300085	437807	1430 Saint Thomas Island Parkway 05/25	\$179.99
Waste Pro - Flagler	300097	439737	1430 Saint Thomas Island Parkway 06/25	<u>\$173.76</u>
Total Report				<u>\$29,675.45</u>

Tab 3



6200 SR-13, St. Augustine, FL 32092
904-797-7474

Landscape Status Report - Glen St Johns 8/12/2025

July Services

Maintenance teams are currently providing weekly service including

- Full-Service Maintenance (Mowing/Edging/String Trimming/ Blowing)
- Detail Work (Spraying/Weeding/Pruning)
- Trash Removal in common areas

Monthly services include a full irrigation inspection, and a property site audit by the production team to address any service deficiencies from the weekly team

Anticipated August Services

- Full-Service Weekly Maintenance (Mowing/Edging/String Trimming/ Blowing)
- Detail Work (Spaying/Weeding/Pruning)
- Irrigation Inspection Wet Check
- Chem/Fert Application
- Annual Flower Rotation

The maintenance team is continually working on pushing back the encroaching wood line of the preserves along St. Thomas Island on every service visit one section at a time.

Main line repairs in the field by the pump and well were completed the week of 8/4/25



Spray Report

Customer: Verdego

Property: Glen St. Johns

Date: 6/12-6/13/25

Area treated +/- 10 acres

Total Gallons used: 1200

Product:

21-0-0 @ .25lbs N per 1000sqft

6-0-0 @ 3lbs per acre

Mic Drop @ 96oz per acre

Acelepryn Extra @ 20oz per acre

Bifen XTS @ 7oz per acre

Imidacloprid @ 26oz per acre

The target for this application was to improve overall health, color and growth of the turf. Preventative and Curative Insecticides were applied to prevent and eliminate any turf damaging insects. Pre/Post emergent herbicides were used to prevent and eliminate Broadleaf weeds. Application must be watered within 24hrs. Expect to see results in 10-

14 days.

*Technician noticed dry spots and Drought stressed turf during the application. Note that the insecticide needs to be watered within 24rhs for optimum control. Agrowpro can not be held liable for areas that are not receiving water.

Tab 4

Glen St. Johns Field Operations Report

Meeting Date: August 20, 2025
Submitted by: Winslow Wheeler

Completed/Ongoing Projects

- I have continued to work with FPL on refurbishing the transformer box and the invoice was received so we expect the work to be completed ASAP. This issue at this point is the payment of \$400.00. FPL payment system does not coincide with our, therefore a paper check must be sent to FPL. This writer has been trying to work out coordination and will continue to do so.
- **Please see attached regarding the signs we have ordered for the pool deck.** Pool lift signs have been requested, and the mockups will be reviewed. While pricing has been submitted. All paper signs in the gym will be replaced with real signs and a sign will be added to the entrance of the amenity center that area is under surveillance. Lastly, an addition pool rules sign for the party area will be installed.
- Hammer-in railroad spikes on mat at bottom of slide at amenity center playground has been completed.
- Cleaning of the pool shade structure/canopy was completed the week of 6/9/25.
- Drain spout was replaced during the week of 6/9/25.
- The cable and Smith machine at the gym was repaired and the fitness vendor has been contacted for quarterly preventative maintenance.
- The point of contact information on bulletin board at entrance of amenity center has been replaced.
- Fence repairs to the pool motor area have been completed.



Completed/Ongoing Projects- Continued

- Recently the sink and faucet were vandalized, those repairs have been completed.



Pending Projects- Board Approval

- Filtration Pump Lids (Pool Coffin Arms)- each of the coffin lids are controlled by gas springs to hold each open while maintenance is being completed. Our gas springs need replacement. This can be completed by our maintenance staff which is a huge cost-saving versus hiring a vendor.

Amenity Center

- The new furniture for pool deck has been paid, and we are awaiting delivery before the end of August.
- ADA chair repairs during the technician's last visit he found that the Spectrum ADA Lift needs the valve assembly and valve handle assembly to be replaced.
- Alliant engineering will be meeting with this writer on 8/12/25. Within our next amenity report I will highlight the specifics but at this point I will be focusing on stormwater-related features, but will also look at lift stations, the amenity center, roadway conditions, and other civil related items of the CDD.

Amenity Center-Continued

- **The Amenity Center needs a new dumpster. The current is rusting in multiple places and leaking.**



Common Grounds

- Verdego has on their schedule to repair 2 main line breaks that were reported in July. That repair has been approved and completed.
- Please see landscape report for further details on regular maintenance and repairs.

Glen St. Johns

POOL LIFT RULES

NO PLAYING OR JUMPING ALLOWED

WARNING TO AVOID RISK OF INJURY:

- Do not play on or around the pool lift.
- Make sure the area around the lift is clear before operating.
- Never operate the lift with any person within the operating range of the lift, either on the deck or in the water.
- Never move the lift down while over the deck.
- This lift is for use by individuals with disabilities only

User shall assume all risks and responsibilities for the safe and proper use of the lift. This property is not responsible for any injuries or damages suffered due to use of the lift.

Please report unsafe conditions or violations to management immediately.

18" X 27"

Glen St. Johns

POOL RULES

- **POOL HOURS: DAWN TO DUSK (*CLOSED MONDAY*)**
- **BATH LOAD: 75 PERSONS.**
- **PLEASE SHOWER BEFORE ENTERING POOL.**
- **PROPER SWIMMING ATTIRE REQUIRED.**
- **GLEN ST. JOHNS CDD ACCESS CARD REQUIRED AT ALL TIMES.**
- **GUESTS MUST BE ACCOMPANIED BY RESIDENT.**
- **NO FOOD OR BEVERAGES IN POOL OR ON WET DECK.**
- **CHILDREN UNDER 13 MUST BE ACCOMPANIED BY PARENT OF GUARDIAN.**
- **NO GLASS OR ANIMALS ALLOWED WITHIN THE POOL AREA.**
- **NO RAFTS, FLOATS, OR BOATS OVER 6 FEET ALLOWED IN THE POOL AREA.**
- **DO NOT SWALLOW THE WATER, IT IS RECIRCULATED.**
- **PLEASE CLEAN UP YOUR AREAS AFTER USE.**

NO DIVING

24" X 32"

*Glen
St. Johns*

PLEASE

**RETURN ALL FREEWEIGHTS TO
THE PROPER LOCATION AFTER USE.**

**AS A COURTESY TO FELLOW
RESIDENTS PLEASE SANITIZE
EQUIPMENT AFTER USE.**

THANK YOU

12" X 18"

*Glen
St. Johns*



**THIS AREA IS
UNDER VIDEO
SURVEILLANCE**

12" X 18"

Tab 5



ESTIMATE
Glen St. Johns CDD
Spectrum ADA Lift Repairs

Order # 320338
Date 08/08/25
Consultant Matt L. Stiles
WQA Matthew D Villandry
Billing Terms Credit Card

Proposed To

Glen St. Johns CDD
Winslow Wheeler
3434 Colwell Ave., Suite 200
Tampa, FL 33614

Ship To

Glen St. John's Amenity Center
Winslow Wheeler
1430 St. Thomas Island Parkway
Saint Augustine, FL 32092

Phone: Fax:
Courier Service
BEST WAY

Order Description

ADA Lift Repairs

Order Items

Line Item Code	Description	Quantity	Unit Price	Item Total
MB 202200-03	Valve Assembly	1	485.29	485.29
Valve assembly for Pintler, Gallatin and Lolo lifts. Already assembled. Includes seal kit.				
MB 209203-00	Valve Handle Assembly, Pintlar	1	398.53	398.53
Replacement Pintlar Valve Handle Assembly				
Install	Installation	1	420.00	420.00
Labor for installation of equipment quoted. Electric and permits (if applicable) by others.				



Commercial Energy Specialists, LLC * Since 1972 * (800) 940-1557 * www.aquafinity.com
Aquafinity * Jupiter FL * Anderson SC * Addison TX * Phoenix AZ





ESTIMATE
Glen St. Johns CDD
Spectrum ADA Lift Repairs

Order #	320338
Date	08/08/25
Consultant	Matt L Stiles
WQA	Matthew D Villandry
Billing Terms	Credit Card

Proposed To

Glen St. Johns CDD
Winslow Wheeler
3434 Colwell Ave., Suite 200
Tampa, FL 33614

Ship To

Glen St. John's Amenity Center
Winslow Wheeler
1430 St. Thomas Island Parkway
Saint Augustine, FL 32092

Phone:

Fax:

Courier Service

BEST WAY

Additional Information

Shipping is estimated and subject to change based on actual.

Please click link below to digitally accept this proposal

Proposal Acceptance

Subtotal	1,303.82
Adjustment	0.00
Total	1,303.82
Shipping	43.48
Tax	0.00
Grand Total	1,347.30
Payments	0.00

Signature

Date

We are pleased to submit the above package for your consideration.

1. Orders by credit card will incur a 3.5% processing fee.
2. Please complete and return the delivery schedule if attached to this package, it is designed to help coordinate delivery dates that best coincide with your construction and draw schedules.
3. It is your responsibility to provide the required permits, bonds and acceptable electrical connections. Proof of these requirements must be presented to CES on demand.
4. You may incur restocking fees if you choose to return any items included in this package to CES. Restocking fees vary per manufacturer.
5. Any changes to this order must be made in writing to CES.
6. Freight charges are estimates only and the actual freight costs may be different at time of shipping.
7. If capital dollars are not readily available, you may acquire this package through a lease or rent to own arrangement pending lending source approvals.
8. Payment terms are subject to the credit agreement you have on file with CES.

This estimate is valid for 30 days from the above date after which the estimate may be subject to change.

Your signature above is considered your acceptance of this proposal and is subject to all terms and conditions of your credit arrangement with CES.
THANK YOU!



Commercial Energy Specialists, LLC * Since 1972 * (800) 940-1557 * www.aquafinity.com
Aquafinity * Jupiter FL * Anderson SC * Addison TX * Phoenix AZ



Tab 6



Rizzetta & Company

Glen St. Johns Community Development District

www.glenstjohnscdd.org

**Approved
Proposed
Budget for
Fiscal
Year
2025/2026**

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2025/2026	1
Reserve Fund Budget for Fiscal Year 2025/2026	3
Debt Service Fund Budget for Fiscal Year 2025/2026	4
Assessments Charts for Fiscal Year 2025/2026	5
General Fund Budget Account Category Descriptions	7
Reserve Fund Budget Account Category Descriptions	13
Debt Service Fund Budget Account Category Descriptions	14



Rizzetta & Company

Proposed Budget
Glen St. Johns Community Development District
General Fund
Fiscal Year 2025/2026

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 526,437	\$ 526,437	\$ 516,242	\$ 10,195	\$ 532,078	\$ 15,836
6							
7	Assessment Revenue Subtotal	\$ 526,437	\$ 526,437	\$ 516,242	\$ 10,195	\$ 532,078	\$ 15,836
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ 526,437	\$ 526,437	\$ 516,242	\$ 10,195	\$ 532,078	\$ 15,836
16	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
17							
18	EXPENDITURES - ADMINISTRATIVE						
19							
20	Legislative						
21	Supervisor Fees	\$ 4,800	\$ 6,800	\$ 8,000	\$ 1,200	\$ 8,000	\$ -
22	Financial & Administrative						
23	Accounting Services	\$ 12,867	\$ 15,440	\$ 15,440	\$ -	\$ 16,058	\$ 618
24	Administrative Services	\$ 4,605	\$ 5,527	\$ 5,527	\$ -	\$ 5,748	\$ 221
25	Arbitrage Rebate Calculation	\$ 500	\$ 500	\$ 500	\$ -	\$ 500	\$ -
26	Assessment Roll	\$ 6,141	\$ 6,141	\$ 6,141	\$ -	\$ 6,387	\$ 246
27	Auditing Services	\$ 3,700	\$ 3,700	\$ 3,600	\$ (100)	\$ 4,000	\$ 400
28	Disclosure Report	\$ 4,167	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
29	District Engineer	\$ -	\$ 2,000	\$ 7,000	\$ 5,000	\$ 7,000	\$ -
30	District Management	\$ 14,621	\$ 17,545	\$ 17,545	\$ (0)	\$ 18,247	\$ 702
31	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
32	Financial & Revenue Collections	\$ 3,802	\$ 4,562	\$ 4,562	\$ (0)	\$ 4,744	\$ 182
33	Legal Advertising	\$ 686	\$ 823	\$ 1,750	\$ 927	\$ 1,750	\$ -
34	Miscellaneous Fees	\$ 668	\$ 802	\$ 1,000	\$ 198	\$ 1,800	\$ 800
35	Public Officials Liability Insurance	\$ 3,364	\$ 3,364	\$ 3,458	\$ 94	\$ 3,785	\$ 327
36	Trustees Fees	\$ 3,633	\$ 3,633	\$ 8,000	\$ 4,367	\$ 8,000	\$ -
37	Website Hosting, Maintenance, Backup	\$ 2,588	\$ 3,106	\$ 2,738	\$ (368)	\$ 2,738	\$ -
38	Legal Counsel						
39	District Counsel	\$ 5,804	\$ 6,965	\$ 15,000	\$ 8,035	\$ 15,000	\$ -
40							
41	Administrative Subtotal	\$ 72,121	\$ 86,083	\$ 105,436	\$ 19,353	\$ 108,932	\$ 3,496
42							
43	EXPENDITURES - FIELD OPERATIONS						
44							
45	Electric Utility Services						
46	Utility - Street Lights	\$ 37,410	\$ 44,892	\$ 44,000	\$ (892)	\$ 46,000	\$ 2,000
47	Utility Services	\$ 8,568	\$ 10,279	\$ 10,750	\$ 471	\$ 10,750	\$ -
48	Garbage/Solid Waste Control Services						
49	Garbage - Recreation Facility	\$ 1,740	\$ 2,088	\$ 2,000	\$ (88)	\$ 2,000	\$ -
50	Water-Sewer Combination Services						
51	Utility Services	\$ 5,241	\$ 6,289	\$ 7,500	\$ 1,211	\$ 7,500	\$ -
52	Stormwater Control						
53	Aquatic Maintenance	\$ 13,481	\$ 16,177	\$ 12,264	\$ (3,913)	\$ 19,641	\$ 7,377
54	Other Physical Environment						
55	Fire Ant Treatment	\$ -	\$ -	\$ 3,350	\$ 3,350	\$ 3,350	\$ -
56	General Liability/Property Insurance	\$ 17,417	\$ 17,417	\$ 18,588	\$ 1,171	\$ 19,535	\$ 947
57	Irrigation Repairs	\$ 3,800	\$ 4,560	\$ 4,500	\$ (60)	\$ 4,500	\$ -
58	Landscape & Irrigation Maintenance Contract	\$ 97,637	\$ 117,164	\$ 120,021	\$ 2,857	\$ 120,021	\$ -
59	Landscape - Mulch/Pine Straw	\$ 3,720	\$ 4,464	\$ 14,515	\$ 10,051	\$ 14,515	\$ -
60	Landscape Miscellaneous Expense	\$ 250	\$ 300	\$ 2,650	\$ 2,350	\$ 2,650	\$ -
61	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ -
62	Road & Street Facilities						
63	Entry Features, Roadway, Sidewalk Repair & Maintenance	\$ 1,815	\$ 2,178	\$ 20,000	\$ 17,822	\$ 20,000	\$ -
64	Parks & Recreation						
65	Access Control Maintenance & Repair	\$ 1,541	\$ 1,849	\$ 2,000	\$ 151	\$ 2,000	\$ -
66	Amenity Facility Janitorial Services Contract	\$ 8,161	\$ 9,793	\$ 9,793	\$ (0)	\$ 10,136	\$ 343
67	Amenity Maintenance & Repairs	\$ 7,145	\$ 8,574	\$ 12,000	\$ 3,426	\$ 12,000	\$ -
68	Amenity Maintenance Contract & Repairs	\$ 19,898	\$ 23,878	\$ 21,698	\$ (2,180)	\$ 22,547	\$ 849
69	Amenity Maintenance Service Contracts	\$ 5,067	\$ 6,080	\$ 6,080	\$ (0)	\$ 6,293	\$ 213
70	Clubhouse Facility Janitorial Supplies	\$ 249	\$ 299	\$ 3,200	\$ 2,901	\$ 3,200	\$ -
71	Employee - Seasonal Facility Monitors	\$ -	\$ 6,707	\$ 6,707	\$ -	\$ 6,942	\$ 235
72	Fitness Equipment Preventative Maintenance & Repairs	\$ -	\$ 2,000	\$ 2,500	\$ 500	\$ 2,500	\$ -
73	Park/Playground Repairs	\$ 95	\$ 114	\$ 3,000	\$ 2,886	\$ 3,000	\$ -
74	Pool Service Contract (Maintenance)	\$ 8,964	\$ 10,757	\$ 10,757	\$ 0	\$ 11,133	\$ 376
75	Pool Services (Chemicals & Permits)	\$ 9,806	\$ 9,806	\$ 10,000	\$ 194	\$ 10,000	\$ -
76	Telephone & Internet	\$ 1,060	\$ 1,272	\$ 1,433	\$ 161	\$ 1,433	\$ -
77	Special Events						
78	Special Events	\$ 1,720	\$ 2,064	\$ 3,500	\$ 1,436	\$ 3,500	\$ -
79	Contingency						
80	Miscellaneous Contingency	\$ 4,568	\$ 6,000	\$ 50,000	\$ 44,000	\$ 50,000	\$ -

1

Comments

Reflects 8 Meetings

Reflects 4% Increase

Reflects Agreement

Information Pending New Agreement

Information Based on Pricing

State Fee - Florida Department of Transportation

Required Meeting Public No

Reflects EGIS Estimate

and Required ADA Con

Information Based on Pricing

Only Dumpster at Amenity

reflects Estimated 5% Increase

al Fire Ant Treatment Ap

 _____ |

Pressure Washing (1xper year)

Repair Items

.5% Increase (General M

Reflects 3.5% Increase

Estimation Based on Need

Estimation Based on Need

Proposed Budget
Glen St. Johns Community Development District
 General Fund
 Fiscal Year 2025/2026

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
81							
82	Field Operations Subtotal	\$ 259,351	\$ 315,002	\$ 410,806	\$ 95,804	\$ 423,146	\$ 12,340
83							
84	TOTAL EXPENDITURES	\$ 331,472	\$ 401,086	\$ 516,242	\$ 116,157	\$ 532,078	\$ 15,836
85							
86	EXCESS OF REVENUES OVER EXPENDITURES	\$ 194,965	\$ 125,352	\$ -	\$ 125,352	\$ -	\$ -
87							

Proposed Budget
Glen St. Johns Community Development District
Reserve Fund
Fiscal Year 2025/2026

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 127,046	\$ 127,046	\$ 127,046	\$ -	\$ 111,210	\$ (15,836)
6							
7	Assessment Revenue Subtotal	\$ 127,046	\$ 127,046	\$ 127,046	\$ -	\$ 111,210	\$ (15,836)
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ 127,046	\$ 127,046	\$ 127,046	\$ -	\$ 111,210	\$ (15,836)
16	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
17							
18	EXPENDITURES						
19							
20	Contingency						
21	Capital Reserves	\$ -	\$ -	\$ 127,046	\$ 127,046	\$ 111,210	\$ (15,836)
22							
23	TOTAL EXPENDITURES	\$ -	\$ -	\$ 127,046	\$ 127,046	\$ 111,210	\$ (15,836)
24							
25	EXCESS OF REVENUES OVER EXPENDITURES	\$ 127,046	\$ 127,046	\$ -	\$ 127,046	\$ -	\$ -
26							

Comments

Debt Service

Fiscal Year 2025/2026

Chart of Accounts Classification	Series 2006A	Budget for 2025/2026
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$105,869.55	\$105,869.55
TOTAL REVENUES	\$105,869.55	\$105,869.55
EXPENDITURES		
Administrative		
Debt Service Obligation	\$105,869.55	\$105,869.55
Administrative Subtotal	\$105,869.55	\$105,869.55
TOTAL EXPENDITURES	\$105,869.55	\$105,869.55
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

St. Johns County Collection Costs (2%) and Early payment Discounts (4%):

6.0%

GROSS ASSESSMENTS**\$112,627.18****Notes:**

Tax Roll Collection Costs and early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less any Prepaid Assessments Received

GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$643,288.00	2024/2025 O&M Budget:	\$643,288.00
St. Johns County Collection Costs:	2%	\$13,686.98	2025/2026 O&M Budget:	\$643,288.00
Early Payment Discounts:	4%	\$27,373.96		
2025/2026 Total:		<u>\$684,348.94</u>	Total Difference:	<u>\$0.00</u>

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
Single Family	Series 2006A Debt Service	\$1,299.67	\$1,299.67	\$0.00	0.00%
	Operations/Maintenance	\$1,437.71	\$1,437.71	\$0.00	0.00%
	Total	\$2,737.38	\$2,737.38	\$0.00	0.00%
Single Family ⁽¹⁾	Series 2006A Debt Service	\$655.11	\$655.11	\$0.00	0.00%
	Operations/Maintenance	\$1,437.71	\$1,437.71	\$0.00	0.00%
	Total	\$2,092.82	\$2,092.82	\$0.00	0.00%

⁽¹⁾ Reflects partial payoff.

TOTAL O&M BUDGET		\$643,288.00
COLLECTION COSTS @	2%	\$13,686.98
EARLY PAYMENT DISCOUNT @	4%	\$27,373.96
TOTAL O&M ASSESSMENT		<u>\$684,348.94</u>

UNITS ASSESSED		
LOT SIZE	O&M	SERIES 2006A DEBT SERVICE ⁽²⁾
SINGLE FAMILY	437	67
SINGLE FAMILY ⁽¹⁾	39	39
Total Community	<u>476</u>	<u>106</u>

ALLOCATION OF O&M ASSESSMENT			
EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET
1.00	437.00	91.81%	\$628,278.33
1.00	39.00	8.19%	\$56,070.61
	<u>476.00</u>	<u>100.00%</u>	<u>\$684,348.94</u>

PER LOT ANNUAL ASSESSMENT		
O&M	SERIES 2006A DEBT SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
\$1,437.71	\$1,299.67	\$2,737.38
\$1,437.71	\$655.11	\$2,092.82

LESS: St. Johns County Collection Costs (2%) and Early Payment Discounts (4%):

(\$41,060.94)

Net Revenue to be Collected

\$643,288.00

⁽¹⁾ 39 Single Family lots reflect partial payoff of 2006A Debt Service.

⁽²⁾ Reflects the number of total lots with Series 2006A debt outstanding.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2006A bond issue. Annual assessment includes principal, interest, St. Johns County collection costs (if applicable) and early payment discount costs.

⁽⁴⁾ Annual assessment for platted lots will appear on November 2025 St. Johns County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



Rizzetta & Company

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



Rizzetta & Company

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



Rizzetta & Company

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



Rizzetta & Company

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.



Rizzetta & Company

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



Rizzetta & Company

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



Rizzetta & Company

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



Rizzetta & Company

RESOLUTION 2025-04
[FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Glen St. Johns Community Development District ("**District**") prior to June 15, 2025, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Glen St. Johns Community Development District for the Fiscal Year Ending September 30, 2026."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF AUGUST, 2025.

ATTEST:

**GLEN ST. JOHNS COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

Exhibit A

The adopted Fiscal Year 2025/2026 Budget will be attached

Tab 7

RESOLUTION 2025-05
[FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Glen St. Johns Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in St. Johns County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance ("**O&M Assessment(s)**") is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2026 installment of the District's previously levied debt service special assessments ("**Debt Assessments**," and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.

4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.

a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "**Tax Roll Property**" identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* ("**Uniform Method**"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.

b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 20th day of August, 2025.

ATTEST:

**GLEN ST. JOHNS COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget

Exhibit B: Assessment Roll

Exhibit A

The adopted Fiscal Year 2025/2026 Budget will be attached

Exhibit B

The Assessment Roll is maintained in the District's official records and is available upon request. Certain Exempt information may be redacted prior to release in compliance with Chapter 119, FL Statutes

Tab 8

RESOLUTION 2025-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2025/2026, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Glen St Johns Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the St. Johns County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District's meetings.

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

1. The Fiscal Year 2025/2026 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 20th DAY OF AUGUST, 2025.

**GLEN ST JOHNS COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

SECRETARY / ASST. SECRETARY

EXHIBIT "A"
BOARD OF SUPERVISORS MEETING DATES
GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026

October 15, 2025
December 17, 2025
February 18, 2026
March 18, 2026
April 15, 2026
June 10, 2026
August 19, 2026
September 16, 2026

All meetings will convene at 10:00 a.m.,
and will be held at the St. Johns County Airport Authority,
4730 Casa Cola way, St. Augustine FL 32095.