
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 **Wednesday, April 13, 2016 at 1:30 p.m.** at the River Glen Amenity Center, located at 65084 River Glen Parkway, Yulee, Florida 32097.

Present and constituting a quorum:

Glenn Marvin	Board Supervisor, Chairman
Scott Campbell	Board Supervisor, Assistant Secretary (via speakerphone)
Doug Walker	Board Supervisor, Assistant Secretary
David Jae	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	Hopping Green & Sams, P.A.
Dan McCranie	District Engineer, McCranie & Associates
Tony Shiver	First Coast CMS

There was audience present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Marvin called the meeting to order at 1:41p.m.and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

It was noted for the record that there were no audience comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors Regular Meeting held
January 13, 2016**

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board approved the minutes of the Board of Supervisors regular meeting held January 13, 2016 for River Glen Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors Audit Meeting held
January 13, 2016**

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board approved the minutes of the Board of Supervisors audit meeting held January 13, 2016 for River Glen Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for December
2015, January 2016 and February 2016**

On a motion by Mr. Marvin, seconded by Mr. Walker, with all in favor, the Board ratified the operation and maintenance expenditures for December 2015 in the amount of \$45,191.42, January 2016 in the amount of \$41,728.71 and February 2016 in the amount of \$24,374.46 for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
Mr. McCranie reviewed the cost of sidewalk installation (Exhibit A).

Discussion ensued and was then tabled for further review at next meeting.

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- C. Operations Inspection Report
Ms. Gallagher reviewed the March operations report and responses from ValleyCrest. She also noted concerns regarding the current landscape maintenance.
- Mr. Marvin noted the two dead pine trees, discussed in last meeting, have not been removed.
- D. Landscaping Report
Ms. Gallagher reviewed name change memorandum.
- E. Amenity Manager Report
Mr. Shiver reviewed the Amenity Manager Report under Tab 6.
- Mr. Marvin requested for staff to monitor the rental usage of the amenity room to consider a possible rental rate increase. Mr. Walker was opposed to increasing rental rates.
- F. District Manager
Ms. Gallagher requested a motion for the Board to accept the audit committee recommendation of selecting McDirmit Davis for audit services for 2016, 2017 and 2018.

On a motion by Mr. Jae, seconded by Mr. Marvin, with all in favor, the Board accepted the audit committee recommendation of selecting McDirmit Davis for audit services for 2016, 2017 and 2018 for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

Ratification of Pool Chemical Agreement

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board Ratified Agreement with Poolsure at a cost of \$875.00 per month for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Pool Furniture Proposals

Two proposals were received, one from Sundrella for \$3,270.19 and one from Horizon Casual for \$2,151.00 each for fifteen (15) chaise lounges.

Discussion ensued. The Board authorized staff to purchase half of the number of lounges at half of the cost of the lowest bid and then amended the motion to eight (8) chaise lounges from Sundrella.

On a motion by Mr. Marvin, seconded by Mr. Walker, with all in favor, the Board authorized staff to purchase half of the number of lounges at half of the cost of the lowest bid and then amended the motion to eight (8) chaise lounges from Sundrella. for River Glen Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2016-03,
Designating the Date, Time and Location
of the Landowner Election**

The Board noted that Supervisors Walker, Marion and Matovina seats will be up for election at this time.

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board adopted Resolution 2016-03, and set the Landowner Election date for November 17, 2016 at 11:00 a.m. at the River Glen Amenity Center, located at 65084 River Glen Parkway, Yulee, FL 32097 for River Glen Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Approving the Proposed Budget for Fiscal
Year 2016/2017 and Setting the Public
Hearing**

Ms. Dobbins reviewed the proposed budget.

On a motion by Mr. Jae, seconded by Mr. Marvin, with all in favor, the Board adopted Resolution 2016-04, and approved the Fiscal Year 2016/2017 Proposed Budget as is and set the date for the Public Hearing for August 10, 2016 at 1:30 p.m. for River Glen Community Development District.

ELEVENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

No audience comments.

Supervisor Marvin requested for staff to continue to monitor the landscaping maintenance and update the Board.

Supervisor Walker requested for staff to look at an area of fencing near playground that may need repairs.

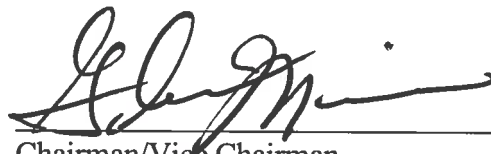
TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Marvin, seconded by Mr. Walker, with all in favor, the Board adjourned the meeting at 2:30 p.m. for River Glen Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

River Glen Sidewalks

The River Glen PUD requires sidewalks to be constructed on both sides of the roadway (except for the very end of cul-de-sac roadways) as shown on the approved engineering plans. McCranie & Associates has obtained the approved engineering plans, and based upon these plans, has the following findings:

- There are 9 homes that have been constructed with no sidewalks, where sidewalks are required. These are lots:
 - 130 on Fern Creek
 - 50, 53, 55, 59, 60, 61 on Morning Glen Ct.
 - 174, 181 on Lagoon Forest Drive
- There are x areas of common area sidewalk that should have been constructed by the original developer. These areas are:
 - In front of Lake 1A-B
 - 2 places in front of Lake 1C
 - In front of Lake 1D

The length of sidewalk in front of the homes is +/- 470 feet. The length of the common area sidewalk is +/- 530'. The estimated construction cost is calculated below.

Sidewalk in front of homes

470' x \$22/ft	= \$10,340
15% contingency	= \$1,551
Sub-Total	= \$11,890

Common Area Sidewalk

530' x \$22/ft	= \$11,660
15% contingency	= \$1,749
Sub-Total	= \$13,409

Total

\$25,300