

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 **special** meeting of the Board of Supervisors of River Glen Community Development District was held on **Thursday, December 22, 2016 at 12:30 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:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Scott Green	Field Service Manager, Rizzetta & Company, Inc.
Katie Buchanan	Hopping Green & Sams, P.A. (via speakerphone)
Brett Manzi	McCranie & Associates
Tony Shiver	First Coast CMS
Daniel Bauman	Brightview Landscaping

There was audience present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 12:36 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

Moved to Business Item 5G.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2017-06,
Authorizing SPE Sale of Property**

Ms. Buchanan reviewed Resolution 2017-06 noting the land purchase contract is still in substantial form and that this resolution authorizes Chairman to execute any required documents relating to sale.

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board adopted Resolution 2017-06, Authorizing SPE Sale of Property for River Glen Community Development District.

Returned to Business Item 3 A.

FOURTH ORDER OF BUSINESS

Appointment of Board Members

Mr. Bob Porter was appointed to vacant seat and Oath of Office was given.

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board appointed Mr. Porter to vacant seat for River Glen Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-01,
Canvassing and Certifying Election
Results**

Ms. Gallagher reviewed Resolution 2017-01 noting James Marvin and Doug Walker each received 226 votes at the Landowner Election held on November 17, 2016, resulting in each receiving a four year term.

On a motion by Mr. Marvin, seconded by Mr. Jae, with all in favor, the Board adopted Resolution 2017-01, Canvassing and Certifying Election Results for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2017-02,
Designating Officers**

Resolution 2017-02, approved as follows: Chairman – Glenn Marvin, Vice Chairman – Bob Porter, Assistant Secretaries – David Jae, Scott Campbell, Doug Walker, Lesley Gallagher and Melissa Dobbins.

On a motion by Mr. Porter, seconded by Mr. Marvin with all in favor, the Board adopted Resolution 2017-02, Canvassing and Certifying Election Results for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors Landowner Election held November 17, 2016

On a motion by Mr. Porter, seconded by Mr. Marvin, with all in favor, the Board approved the minutes of the Landowner Election held November 17, 2016 for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors Meeting held August 10, 2016

On a motion by Mr. Porter, seconded by Mr. Marvin, with all in favor, the Board approved the minutes of the Board of Supervisors regular meeting held August 10, 2016 for River Glen Community Development District.

NINTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for July 2016, August 2016, September 2016 and October 2016

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board ratified the operation and maintenance expenditures for July 2016 in the amount of \$25,233.86, August 2016 in the amount of \$22,205.73 , September 2016 in the amount of \$36,230.00 and for October 2016 in the amount of \$26,936.67 for River Glen Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
No Report.
- C. Field Inspection Reports
August, September, October and November 2016.
Scott Green reviewed reports under Tab 7 of the agenda.

- D. **BrightView Landscaping**
Daniel Baughman reviewed report under Tab 8 of the agenda. It was noted that irrigation needed to be adjusted, ant piles needed to be treated and requested that holes possibly from an armadillo, be filled.
- E. **Amenity Manager Report**
Tony Shiver reviewed his report under Tab 9. The Board approved fire pit repair not to exceed \$600.00.

On a motion by Mr. Marvin, seconded by Mr. Walker, with all in favor, the Board approved fire pit repair not to exceed \$600.00 for River Glen Community Development District.

- F. **District Manager**
Ms. Gallagher noted the next meeting will be held on February 16, 2017 at 12:30 p.m.

ELEVENTH ORDER OF BUSINESS

Consideration of Grill Replacement Proposals

Board reviewed two proposals from Tank Swamp Taxi for commercial grade grills and approved proposal for \$1,730.68 less sales tax.

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board reviewed two proposals from Tank Swamp Taxi for commercial grade grills and approved proposal for \$1,730.68 less sales tax for River Glen Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Aquatic Systems Renewal Proposal

The Board approved renewal agreement with Aquatic Systems at \$430.00 per month, effective February 1, 2017.

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board approved renewal agreement with Aquatic Systems at \$430.00 per month, effective February 1, 2017 for River Glen Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Landscape Enhancement Proposals

The Board approved Landscape proposals for the area in front of the monument tower \$616.96, behind the monument sign \$852.85, and to the right of the monument tower \$327.88 with BrightView

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board approved Landscape proposals for the area in front of the monument tower \$616.96, behind the monument sign \$852.85, and to the right of the monument tower \$327.88 with BrightView for River Glen Community Development District.

FOURTEENTH ORDER OF BUSINESS

Consideration of Resolution 2017-03, Service Animal Policies

Ms. Buchanan reviewed Resolution 2017-03.

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board adopted Resolution 2017-03, Service Animal Policies for River Glen Community Development District.

FIFTEENTH ORDER OF BUSINESS

Consideration of Resolution 2017-04, Prompt Payment Policies

Ms. Buchanan reviewed Resolution 2017-04.

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board adopted Resolution 2017-04, Prompt Payment Policies for River Glen Community Development District.

SIXTEENTH ORDER OF BUSINESS

Consideration of Resolution 2017-05, ReDesignating a Treasurer

The Board approved Resolution 2017-05, ReDesignating Bill Rizzetta as Treasurer, in place of Joe Kennedy.

On a Motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, The Board adopted Resolution 2017-05, ReDesignating Bill Rizzetta as Treasurer, in place of Joe Kennedy for River Glen Community Development District.

SEVENTEENTH ORDER OF BUSINESS

**Ratification of District Fiscal Year
2016/2017 Insurance Policy**

The Board ratified approval of Fiscal Year 2016/2017 Insurance Proposal with Egis in the amount of \$16,640.00.

On a motion by Mr. Porter, seconded by Mr. Marvin, with all in favor, the Board ratified approval of Fiscal Year 2016/2017 Insurance Proposal with Egis in the amount of \$16,640.00 for River Glen Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Ratification of Agreement with LLS Tax
Solutions, Inc.**

The Board ratified approval with LLS Tax Solutions Engagement Letter at a cost of \$500.00.

On a motion by Mr. Porter, seconded by Mr. Marvin, with all in favor, the Board ratified approval with LLS Tax Solutions Engagement Letter at a cost of \$500.00 for River Glen Community Development District.

NINETEENTH ORDER OF BUSINESS

**Consideration of Contract for Professional
Field Services**

The Board approved contract for Professional Field Services at a monthly cost of \$600.00 for Fiscal Years 2016 /2017 and 2017/2018.

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board approved contract for Professional Field Services at a monthly cost of \$600.00 for Fiscal Years 2016 /2017 and 2017/2018 for River Glen Community Development District.

TWENTIETH ORDER OF BUSINESS

**Acceptance of Arbitrage Rebate
Calculation Report Series 2006 A, as of
October 31, 2016**

The Board accepted Arbitrage Rebate Report for period ending October 31, 2016 noting no negative cumulative rebate liability (\$314,708.49).

On a motion by Mr. Porter, seconded by Mr. Marvin, with all in favor, the Board accepted Arbitrage Rebate Report for period ending October 31, 2016 noting no negative cumulative rebate liability (\$314,708.49) for River Glen Community Development District.

TWENTY-FIRST ORDER OF BUSINESS

Audience Comments and Supervisor Requests

No audience comments.

Supervisor Walker had a question regarding sidewalks that needed to be completed. Discussion ensued. Ms Buchanan will review further and discuss at the February 16, 2017 meeting.

TWENTY-SECOND ORDER OF BUSINESS

Adjournment

On a motion by Mr. Marvin, seconded by Mr. Porter, with all in favor, the Board adjourned the meeting at 1:26 p.m. for River Glen Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman