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**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 **Thursday, April 19, 2018 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	<b>Board Supervisor, Chairman</b>
Doug Walker	<b>Board Supervisor, Vice Chairman</b>
Debbie Malloch	<b>Board Supervisor, Assistant Secretary</b>
David Jae	<b>Board Supervisor, Assistant Secretary</b> (via speakerphone)
Scott Campbell	<b>Board Supervisor, Assistant Secretary</b> (via speakerphone)

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Melissa Dobbins	<b>Regional Manager, Rizzetta &amp; Company, Inc.</b>
Justin Croom	<b>Regional Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Brett Manzie	<b>District Engineer, McCraine &amp; Associates, Inc.</b>
Michelle Kim	<b>Associate, Hopping Green &amp; Sams, P.A.</b>
Scott Green	<b>Field Services Manager, Rizzetta &amp; Company, Inc.</b> (via speakerphone)
Scott Dalton	<b>Account Manager, Brightview Landscaping</b>
Jay Jernigan	<b>Account Manager, Brightview Landscaping</b>
Tony Shiver	<b>President, First Coast CMS</b> (via speakerphone)

Audience was present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Croom called the meeting to order at 12:33 p.m. and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

An audience member commented on landscape concerns.

An audience member commented on the sidewalk repairs that had taken place.

**THIRD ORDER OF BUSINESS**

**Consideration of Board of Supervisors Regular Meeting held on February 15, 2018**

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board approved minutes from the Board of Supervisors Regular Meeting held on February 15, 2018 for River Glen Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for January 2018 and February 2018**

On a motion by Mr. Marvin, seconded by Mr. Walker, with all in favor, the Board ratified the operation and maintenance expenditures for January 2018 in the amount of \$26,985.10 and February 2018 in the amount of \$27,198.89 for River Glen Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
- B. District Engineer  
No report.
- C. Field Inspection Reports, March 26, 2018  
Mr. Green reviewed his report found under Tab 3 of the agenda and reviewed the process followed to complete his inspection, complete report, circulate the report to vendors and expect responses back by along with timeframe involved.
- D. Landscape Report
  - 1.) Brightview Landscape Report, March 2018  
Ms. Gallagher introduced Mr. Dalton and Mr. Jernigan from Brightview Landscape and they reviewed their report from Tab 4 of the agenda.
  - 2.) Consideration of Landscape Enhancement Proposal  
The Board reviewed a proposal for the annual mulch and pine straw installation. Discussion ensued.

On a motion by Mr. Walker, seconded by Ms. Malloch, with all in favor, the Board approved the proposal in the amount of \$7,125.00, contingent on the weeds being treated prior to installation for River Glen Community Development District.

E. Amenity Manager Report

1.) First Coast CMS Field Report, April 7, 2018

Mr. Shiver reviewed his report found under Tab 7 of the agenda. The Board requested that, going forward, a police report be filed to document any vandalism or mischief that occurs at the amenities.

F. District Manager

Ms. Gallagher announced that the qualification period for the General Election runs from noon June 18, 2018 through noon June 22, 2018 through the Nassau County Supervisor of Elections.

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board provided direction to maintain the current suspension of privileges of residents discussed in Mr. Shiver's report until restitution is made or Mr. Shiver authorizes the release for River Glen Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-05,  
Designating Date, Time and Location for  
Landowners Meeting**

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board adopted Resolution 2018-03, setting the date, time and location of the Landowner Election as November 15, 2018 at 12:00 p.m. at the River Glen Community Development District Amenity Center located at 65084 River Glen Parkway, Yulee, FL 32097 for River Glen Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-04, Approving  
Proposed Budget for Fiscal Year 2018-2019**

Ms. Gallagher reviewed the Proposed Budget found as the Exhibit under Tab 8 of the agenda, noting as proposed there would be a \$36.25 increase per assessment. Discussion ensued.

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board adopted Resolution 2018-04, approving the proposed budget and setting the public hearing for July 19, 2018 at 12:30 p.m. at the River Glen Community Development District Amenity Center located at 65084 River Glen Parkway Yulee, FL 32097 for River Glen Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Amenity Policies**

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On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board adopted the amenity center Policies for River Glen, as amended, on April 19, 2018 for River Glen Community Development District.

**NINTH ORDER OF BUSINESS**

**Acceptance of Arbitrage Rebate Calculation Series 2006A**

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board accepted the Arbitrage Rebate Calculation Report for Series 2006A, noting a negative cumulative rebate amount as of October 31, 2017 for River Glen Community Development District.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

An audience member had a question about the use of mulch versus pine straw.

An audience member had comments regarding their current landscape concerns and continuing to use Brightview Landscape.

An audience member had questions regarding the behavior that had led to the suspension Mr. Shiver discussed.

An audience member asked about painting the water feature in the activity pool. Discussion ensued.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-04, Approving Proposed Budget for Fiscal Year 2018-2019**

The Board reopened agenda item 5B and readopted Resolution 2018-04 revising Exhibit A to adjust the assessment up to the assessment cap of \$647.00, by increasing the miscellaneous contingency line.

On a motion by Mr. Marvin, seconded by Ms. Malloch, with all in favor, the Board Readopted Resolution 2018-04 with a revised Exhibit A to adjust the assessment up to the assessment cap of \$647.00, by increasing the miscellaneous contingency line for River Glen Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Jae asked Ms. Gallagher to confirm which seats were involved in the elections this year. Seat 3, held by Ms. Malloch and Seat 4, held by Mr. Jae will go through the General Election and Seat 5, held by Mr. Campbell will go through the Landowner Election.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Ms. Malloch, seconded by Mr. Marvin, with all in favor, the Board adjourned the meeting at 1:47 p.m. for River Glen Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman