

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 **Wednesday, August 8, 2012 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:

Doug Davis	Board Supervisor, Chairman
Chris Vanzant	Board Supervisor, Vice-Chairman
Doug Walker	Board Supervisor, Assistant Secretary
Greg Matovina	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	District Counsel, Hopping Green & Sams, P.A.
Hollie Anderson	Representative, ValleyCrest Landscaping
Chris Miska	Representative, ValleyCrest Landscaping
Tony Shiver	Representative, First Coast CMS

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 1:30 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting Held on June 13,
2012**

On a motion by Mr. Davis, seconded by Mr. Matovina, with all in favor, the Board approved the Minutes of Board of Supervisors' Meeting held on June 13, 2012 for River Glen Community Development District.

THIRD ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for May 2012
and June 2012**

On a motion by Mr. Matovina, seconded by Mr. Vanzant, with all in favor, the Board ratified the Operation and Maintenance Expenditures for May 2012 in the amount of \$26,638.95 and June 2012 in the amount of \$24,423.84 for River Glen Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Financial Statement for
the Fiscal Year Ended September 30, 2011**

On a motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board accepted the Financial Statement for the Fiscal Year Ended September 30, 2011 for River Glen Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2012-03,
Setting Meeting Dates, Time and Location
for Fiscal Year 2012/2013**

On a motion by Mr. Davis, seconded by Mr. Matovina, with all in favor, the Board approved Resolution 2012-03, Setting Meeting Dates, Time and Location for Fiscal Year 2012/2013 for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2012/2013
Final Budget**

On a motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board opened the Public Hearing on Fiscal Year 2012/2013 Final Budget for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2012-04,
Adopting the Budget for Fiscal Year
2012/2013**

Ms. Dobbins reviewed Resolution 2012-04 and the attached budget noting that the total budget has been set at the same amount as the existing year which is \$341,472.00. This would levy exactly the same amount as the existing year.

An audience member recommended reviewing estimated reserves in the future year depending on the amount of surplus at the end of Fiscal Year 2012.

On a motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board closed the Public Hearing on Fiscal Year 2012/2013 Final Budget for River Glen Community Development District.

On a motion by Mr. Davis, seconded by Mr. Matovina, with all in favor, the Board approved Resolution 2012-04, Adopting the Budget for Fiscal Year 2012/2013 for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2012-05,
Imposing Special Assessments and
Certifying the Assessment Roll**

Mr. Van Wyk reviewed Resolution 2012-05 and the payment method. He noted that the platted lots are on the tax roll and the SPE will be directly billed quarterly like the existing year. If the SPE's payment is not received after 30 days of the invoice date the district can then foreclose on that property.

On a motion by Mr. Matovina, seconded by Mr. Vanzant, with all in favor, the Board approved Resolution 2012-05, Imposing Special Assessments and Certifying the Tax Roll for River Glen Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Van Wyk reviewed the lease agreement with Jules and Associates, Inc. who the CDD would be under contract with for the financing of the fitness equipment. He also reviewed that this agreement was adjusted with some of his requests but there were a few items that were not negotiable.

Discussion ensued.

The Board of Supervisors approved the Finance Agreement with Jules and Associates, Inc.

On a motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board approved the Finance Agreement with Jules and Associates, Inc. for River Glen Community Development District.

Mr. Van Wyk also reviewed the Trustee invoice in the amount of \$10,390.75 for services that include the annual Trustee fee, hourly charges for default administration services from the paid invoices from July 2011 through June 2012 and reimbursement for Trustee Counsel services.

The Board of Supervisors approved the Trustee invoice subject to the SPE's approval.

On a motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board approved the Trustee invoice in the amount of \$10,390.75 subject to the SPE's approval for River Glen Community Development District.

B. District Engineer

Not present.

The Chairman requested the District Engineer's update on retrieving the proposal from Longleaf for the mitigation credits.

C. District Manager

Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' meeting is set for November 14, 2012 at 1:30 p.m. and that the Landowner meeting will also be held at this time.

Ms. Dobbins updated the Board of Supervisors that the invoice was sent to the homeowner for reimbursement of the installation of the American Hollie trees in the amount of \$145. The homeowner stated that he had never received the invoice but was sending the payment this week.

She also updated the Board on the ADA lift noting that the contractor who was approved, Peninsular, has informed the CDD that there are delays with the install due to problems with the control panel. They have been working with the manufacturer and have corrected the problem and will warranty the parts for 2 years. Peninsular is trying to perform the install now in September.

1.) First Coast CMS Report

Mr. Shiver reviewed that the tennis screen was torn after the storm and he has a proposal to repair both the screen and the fence. He also updated the Board of Supervisors that the access system is not working properly at the tennis courts and the back fitness door. He has contacted multiple vendors, but cannot get anyone to come out to the site. Board Members and staff gave him additional vendors to try to contact.

TENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**


There were no Supervisor requests.

An audience member had questions about putting up fences and dumping on a private lot. The homeowner was informed to contact the HOA.


ELEVENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Matovina, seconded by Mr. Vanzant, with all in favor, the Board adjourned the meeting at 2:23 p.m. for River Glen Community Development District.


Secretary/Assistant Secretary

Vice Chair


Chairman/Vice Chairman