



Rizzetta & Company

Glen St. Johns Community Development District

**Board of Supervisors'
Meeting
October 20, 2021**

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

www.glenstjohnscdd.org

GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, Inc., 2806 North Fifth Street, Unit 403, St Augustine, FL 32084

Board of Supervisors

Brian Reese	Chairman
Darren Romero	Vice Chairman
Skip Thompson	Assistant Secretary
Mabel Perez	Assistant Secretary
Bliss Carley	Assistant Secretary

District Manager

Lesley Gallagher	Rizzetta & Company, Inc.
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District Counsel

Katie Buchanan	Hopping Green & Sams, P.A.
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District Engineer

Vince Dunn	Dunn & Associates, Inc.
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All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

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 (904) 436-6270. 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

October 13, 2021

Board of Supervisors
Glen St. Johns Community
Development District

AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors' of the Glen St. Johns Community Development District will be held on **October 20, 2021 at 10:00 a.m.** at the St. Augustine Outlets Community Room located at 500 Outlet Mall Blvd., Suite #25, St. Augustine, FL 32084. Following is the agenda for the meeting.

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on September 15, 2021.....Tab 1
 - B. Ratification of the Operation and Maintenance Expenditures for August 2021.....Tab 2
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Report
 - 1.) VerdeGo Landscape Report, September 30, 2021.....Tab 3
 - D. Amenity Manager Report
 - 1.) Amenity Manager Report, October 20, 2021.....Tab 4
 - 2.) Estate Management, Pond Maintenance Report September 22, 2021.....Tab 5
 - E. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Renewal Proposal with VerdeGo Landscape.....Tab 6
 - B. Consideration of Proposal for Holiday Lighting.....Tab 7
 - C. Consideration of Proposal for Mulch Refurbishment (Fall Installation).....Tab 8
6. **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.

Very truly yours,
Lesley Gallagher
Lesley Gallagher
District Manager
Glen St. Johns Community Development District

CALL TO ORDER / ROLL CALL

AUDIENCE COMMENTS ON AGENDA ITEMS

BUSINESS ADMINISTRATION

Tab 1

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.

GLEN ST. JOHNS
COMMUNITY DEVELOPMENT DISTRICT

The **regular** meeting of the Board of Supervisors of Glen St. Johns Community Development District was held on **Wednesday, September 15, 2021 at 10:00 a.m.** at the Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, Florida 32084.

Present and constituting a quorum:

Brian Reese	Board Supervisor, Chairman (via speaker phone)
Darren Romero	Board Supervisor, Vice Chairman
Bliss Carley	Board Supervisor, Assistant Secretary
Skip Thompson	Board Supervisor, Assistant Secretary
Mabel Perez	Board Supervisor, Assistant Secretary
	(via speaker phone)

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams
	(via speaker phone)
Steve Howell	Field Operations Manager, Vesta
Jamie Constancio	Sr. Account Manager, VerdeGo Landscaping

No audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 10:08 a.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience present.

THIRD ORDER OF BUSINESS**Consideration of the Minutes of the
Board of Supervisors' Regular
meeting held August 18, 2021**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on August 18, 2021 for Glen St. Johns Community Development District.

FOURTH ORDER OF BUSINESS**Ratification of the Operation and
Maintenance Expenditures for
June 122021 and July 2021**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board ratified the Operations and Maintenance Expenditures for June 2021 in the amount of \$29,964.90 and July 2021 in the amount of \$26,848.56 for Glen St. Johns Community Development District.

FIFTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel
Ms. Buchanan had no report but was available to answer questions.
- B. District Engineer
The District Engineer was not requested to attend.
- C. Landscape Report
1.) VerdeGo Landscape Report, September 8, 2021
Mr. Constancio reviewed his report found under Tab 3 of the agenda. Discussions ensued regarding the installation not matching the proposals for the entrances along St. Thomas Island. After review and Mr. Constancio providing an explanation, the Board agreed to accept the layout as is.
- Concerns were raised regarding weeds in beds, path not on track & plants not being relocated from St. Thomas and Leo MaGuire sign.
- It was also requested that VerdeGo confirm the path was going to indeed be six (6) feet wide per District Engineer's scope.
- D. Amenity Manager
1.) *Amenity Manager Report, September 15, 2021 (Under Separate Cover)*
i.) Amenity Athletics Fall Newsletter
ii.) *Estate Management, Pond Report (Under Separate Cover)*
Mr. Howell provided a verbal update for the Board and noted that he would have profit sharing information available for soccer at the next

meeting.

E. District Manager

Ms. Gallagher noted that the next meeting will be held on October 20, 2021 at 10:00 a.m. at the St. Augustine Outlets located at 500 Outlet Blvd., Suite #25.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Fitness Equipment (Under Separate Cover)

The Board reviewed four (4) proposals from First Place Fitness. Discussions ensued.

On a motion by Mr. Reese, seconded by Ms. Carley, with all in favor, the Board approved all four (4) proposals from First Place Fitness proposal in the amounts of \$1,504.95, \$409.00, \$672.80 and \$2,699.99 for fitness equipment, to include a rowing machine, bench, bar and weights and a treadmill for Glen St. Johns Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration Proposals for Playground Equipment (Under Separate Cover)

The Board reviewed playground equipment proposals from Bliss and BYO Recreation and NPC Installation (Exhibit A).

On a motion by Ms. Carley, seconded by Mr. Reese, with all in favor, the Board approved the BYO Recreation proposal together with the installation proposal from NPC, as presented, for the park on St. Croix for Glen St. Johns Community Development District.

Mr. Howell confirmed that this included ADA compliant equipment and certified playground mulch.

EIGHTH ORDER OF BUSINESS

Consideration of Fiscal Year 2021-2022 District Insurance Policy Renewal

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board approved Fiscal Year 2021-2022 District Insurance Policy Renewal for Glen St. Johns Community Development District.

NINTH ORDER OF BUSINESS

Supervisors Request and Audience Comments

Mr. Thompson asked why the bike rack had not been installed on St. Thomas and St.

Croix yet. Mr. Howell said he would follow up.

The Board provided direction to leave the storm pipe repair being paid from the operating account and not reclassified for the reserve.

No audience present.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Thompson, seconded by Ms. Carley, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:08 a.m. for Glen St. Johns Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A



Bliss Products and Services, Inc
6831 S. Sweetwater Rd.
Lithia Springs, GA 30122
(800) 248-2547
(770) 920-1915 Fax

Quote # **58104**

Sales Rep: DeWitt Gibbs
dewitt@blissproducts.com
O: (800) 248-2547
F: (866) 920-1915
C: (904) 219-7760

Vesta Property Services

Date 9/11/2021 **Project** St Croix Island
Playground

Bill To

Vesta Property Services
145 South Durbin Parkway
St Johns, Florida 32259
T: (904) 535-0971

Ship To

Bliss / St Croix Island
ABF Terminal
6900 Broadway Ave
Jacksonville, Florida 32254

Contact

Steve Howell
Field Operations Manager
Phone: (904) 230-2011

Approximate Ship Date

Ship Via
ABF

Terms
Net 30

Vendor	Part #	Description	Qty	Unit Price	Extended Price
APS	APS-Border12	12" Playground Border with Spike	25	\$24.00	\$600.00
FCM		Engineered Wood Mulch - Installed	70	\$50.00	\$3,500.00
INS	INSTALL	Assembly & Installation of Swings, Dome Climber, & Borders	1	\$4,800.00	\$4,800.00
SPL	581-604	3.5" OD Arch Post Swing - 4 seat	1	\$2,894.00	\$2,894.00
SPL	301-133	Geo Dome (Permanent)	1	\$832.00	\$832.00
ULT	UP-173	Plyometric Box (12") & UP197 sign	1	\$772.00	\$772.00
ULT	UP 254	Sit Up Bench	1	\$1,661.00	\$1,661.00
ULT	UP 255	Push Up	1	\$826.00	\$826.00

Sub Total \$15,885.00
Freight 3,410.00
Tax 0.00

Taxable Subtotal

Financing as low as **\$468.87** / month may be available
pending credit approval.

Grand Total \$19,295.00

- Due to volatility in raw material pricing, this quote is only valid for 30 days unless otherwise noted.
- Due to instability in material procurement and manufacturing, verbal or written lead times are subject to change.

Sales tax exempt certificate will be required for exemption. All orders are subject to approval and acceptance by the manufacturer. Deposits may be required. Add 3% to total for charge card transactions. Manufacturing lead times will not begin without an actual shipping address, color and mount selection, approved purchase order or fully executed contract. Customer will need to coordinate with freight carrier if unloading or inside delivery is required. Damaged or missing parts must be noted on the bill of lading at the time of delivery. A finance charge of 1.5% per month will be added to all invoices past due. Return items are subject to manufacturer's policies and may result in freight and restocking fees.

Signed quote will not be accepted for orders over \$500.

Install Conditions - Unless otherwise noted:

- Site should be clear, level and allow continuous access for delivery, materials and equipment. A space must be provided for the staging and secure storage of equipment within a reasonable distance to the jobsite.

- Installation price based on a single mobilization and unrestricted work hours. We can accommodate special requests but they may result in additional labor costs.
- Bliss will call for public locates but the customer is responsible for locating and identifying all private utilities. We are not responsible for damage to unmarked lines.
- Installation requiring footers are based on normal soil conditions. Excessive rock, coral, asphalt, foundations, pipes or other obstructions will result in additional labor costs.
- If permitting is required, customer is responsible for providing site survey. Equipment delivery and installation times will not begin until permitting is approved. Permitting fees and engineering drawings not included.
- Bliss will smooth jobsite but full site restoration (such as sod) is not included. Bliss will take every care with trees, curbs, sidewalks, fences and other site obstructions but will not be responsible for damage caused by normal installation processes.
- Removal of trash and spoils is not included. Customer responsible for providing dumpster for debris and/or an area within reasonable distance to spread spoils.
- Bliss will not be held responsible for delays due to weather.
- Customer accepts all responsibility for requests that are not in compliance with ASTM, CPSC or local building codes.

Complete Terms and Conditions can be found at <https://blissproducts.com/terms-conditions/>

Terms and Conditions Applying to the Sale of Goods and Services

Amount: \$19,295.00

These Terms and Conditions constitute a material part of the agreement between Bliss Products and Services, Inc. ("Bliss") and Customer. Bliss objects to, and does not agree to be bound by, any documentation Customer submits to Bliss. These Terms and Conditions supersede any inconsistent terms and conditions in any documentation Customer submits to Bliss.

BLISS OFFERS NO WARRANTIES, EXPRESS OR IMPLIED, OF THE GOODS IT SELLS. CUSTOMER MUST LOOK SOLELY TO THE SUPPLIER OF THE

**GOODS FOR WARRANTIES OF THE GOODS
CUSTOMER PURCHASES.**

G. LIMITATION OF LIABILITY

In no event shall Bliss be liable for

1. lost profits or indirect, consequential, incidental, special or other similar damages arising out of or in connection with the supply, installation, functioning, or use of the Goods, including accidents, regardless of the theory on which the claim is based; or
2. any claim by Customer arising out of or based upon the performance, non-performance, or delay in delivery of or defect in the Goods or Services.

H. Customer's Indemnification of Bliss

Customer shall indemnify and defend Bliss from any claim or loss, including reasonable attorney's fees, arising from or relating to any allegation or claim by any third party based on or arising out of one or any combination of the following: (1) Customer's installation of the Goods and any materials Customer provides in connection with the installation; (2) the use of the Goods by Customer or its invitees or guests; or (3) Customer's maintenance of the Goods.

I. Set-off

Customer has no right of set-off or deduction.

1. Customer must pay all costs, charges, and expenses incurred by Bliss in connection with fulfilling the order, including any charges and fees charged by the Supplier

of the Goods listed on the Customer's purchase order ("Cancellation Costs")

2. Bliss will issue an invoice to Customer itemizing the Cancellation Costs, which will be due 5 business days after Bliss is required to pay the Supplier of the cancelled Goods.

J. Credit Approval and Accuracy of Information

All orders are subject to current credit approval. From time to time, Bliss may review Customer's creditworthiness. Customer shall provide Bliss with all credit information Bliss reasonably requests. Customer covenants that all information it provides shall be true and correct, and that Customer shall not omit any information necessary to make such information not misleading. Bliss may refuse to accept an order or refuse shipment if at any time Customer does not meet Bliss's current credit requirements.

K. Pricing, Payment, and Acceptance of Shipment

Bliss may change the price of any order that Customer does not accept for delivery within 90 days of the quotation date. Bliss reserves the right to invoice Customer for and Customer shall pay an amount equal to 90% of the contract price for any Goods Customer does not accept for delivery in a reasonable amount of time after fabrication.

L. Applicable Law

This document and any subsequent contract referred to herein shall be governed by and construed in accordance with the laws of the State of Georgia, including the Georgia Uniform Commercial Code.

Customer has duly authorized the person signing below to enter into this agreement, making it a valid and binding commitment of Customer.

Acknowledged and agreed:

Customer's Name: _____

Address: _____
Street name & number

City, State, Zip code

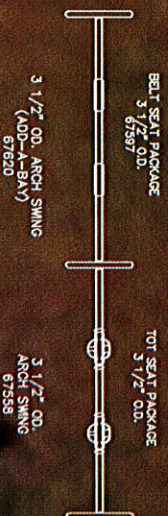
By: _____

Printed name: _____

Title: _____

St Croix Island

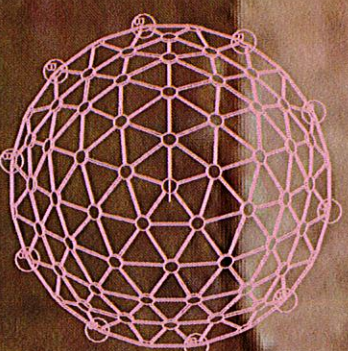
NEW SWINGS



RELOCATE BENCH



DOME CLIMBER





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Geo Dome

Product Name ▼

Product Name or Number

Search



Item Information

Item Number: 301-133

Size: 8' x 4' x 8'

Use Zone: 20' x 20'

Weight: 130 lbs.

Age Range: 2 - 5

[Material Specifications](#) (pdf)

[Installation Instructions](#) (pdf)

Optional 301-133P Powder coated, 301-133B with Brackets, or 301-133BP Powder coated with Brackets. Brackets available in red, tan or green. Note, brackets increase overall dimensions.

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Arch Post Swing

Product Name ▼

Product Name or Number

Search



Item Information

Item Number: 581-704

Size: 24' x 8' x 4'

Use Zone: 32' x 36'

Weight: 798 lbs.

[Material Specifications](#) (pdf)

[Installation Instructions](#) (pdf)

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Beyond
Your
Ordinary

PROPOSAL #: 102345

ACCOUNT:
GLEN ST. JOHNS CDD

DATE CREATED:
8/11/2021

ACCOUNT REP:
Devon Ward

PREPARED FOR:

PRIMARY CONTACT:
Steve Howell

EMAIL:
showell@vestapropertyservi
ces.com

PHONE NUMBER:
9046546304


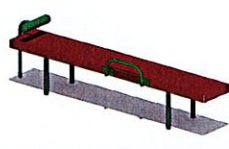
ORGANIZATION:
Glen St. Johns CDD

BILLING & SHIPPING:

BILLING ADDRESS:
Glen St. Johns CDD
1430 St. Thomas Island
Parkway
Saint Augustine, FL 32092




SHIPPING ADDRESS:
Glen St. Johns CDD
1430 St. Thomas Island
Parkway
Saint Augustine, FL 32092

Correct?

Qty	Product	Price	Discount	Total
1	 <p>PUSH UP STATION Model: 2015AF-UP Metal Color: Dark Green The Push-Up Station is an exercise favorite for building muscle strength as it targets the arms, back and core. The user grips the bar and bends arms to slowly lower their body until their chest is slightly above the bar. Using strength, the user then pushes upward returning to the starting position.</p> <p>Fit Series (FS):</p> <ul style="list-style-type: none"> - Rust resistant coated Steel - Durable, vandal-resistant housings - Solid metal foot pedals - Slip-resistant - Marine-grade plastics <p>- Note: Safety Surfacing is required if the users feet are intended to leave the ground while operating the equipment, or if the equipment has a Fall Height. Surfacing must conform to ASTM F1292.</p> <p>- Note: An additional rectangular zone measuring 30 x 48 located outside of the Clearance Zone is required for parking mobility aides while the equipment is in use.</p>	\$982.00	\$0.00	\$982.00
1	 <p>SIT-UP STATION Model: 2002AF-UP Metal Color: Dark Green, Platform: Brown, Metal Color: Dark Green, Platform: Brown The Sit-Up Station targets one's core by focusing on the abdomen and back. The user places their feet under the support bar and leans back until their back is just off the bench. They engage the core by slowly returning to the starting position.</p> <p>- Note: Safety Surfacing is required if the users feet are</p>	\$1,825.00	\$0.00	\$1,825.00

		<p>intended to leave the ground while operating the equipment, or if the equipment has a Fall Height. Surfacing must conform to ASTM F1292.</p> <p>- Note: An additional rectangular zone measuring 30 x 48 located outside of the Clearance Zone is required for parking mobility aides while the equipment is in use.</p> <p>- Freestanding Sign Included!</p>			
1		<p>STEP UP STATION Model: 2000AF-UP Metal Color: Dark Green, Platform: Brown The Step Up Station is growing in popularity as it has numerous benefits. It can be a wonderful aerobic activity as the user must step up and down engaging the lower body and increasing the users heart rate.</p> <p>- Note: Safety Surfacing is required if the users feet are intended to leave the ground while operating the equipment, or if the equipment has a Fall Height. Surfacing must conform to ASTM F1292.</p> <p>- Note: An additional rectangular zone measuring 30 x 48 located outside of the Clearance Zone is required for parking mobility aides while the equipment is in use.</p> <p>- Freestanding Sign Included!</p>	\$1,968.00	\$0.00	\$1,968.00
1		<p>ARCH SWING SET Model: 1621-PP Frame Powder Coating Color: Blue, Swing Seat Color: Tan The Arch Swing Set is a perfect addition to any playground. It promotes upper body and leg strength, while also building agility.</p> <p>Seats: 4 Use Zone: 36' x 32' Weight: 561 lbs Color Options Available</p>	\$3,740.00	\$0.00	\$3,740.00
1		<p>GEO DOME CLIMBER Model: 304-PP The Geo Dome Climber helps to build agility and physical strength while promoting safe risk taking.</p> <p>Use Zone: 20' x 20' Weight: 240 lbs Color as Shown</p>	\$1,807.00	\$271.00	\$1,536.00
1		<p>WOOD PLAYGROUND MULCH Model: BYO-1010F IPEMA certified to meet ASTM, CPSC, and ADA playground surfacing standards. Engineered wood fiber (EWF) playground safety surfacing is manufactured from natural fibers, and is designed to reduce injuries on playgrounds, and provide a stable, resilient surface for trails. It is a 100% natural product and contains no chemicals or artificial ingredients. Fresh wood is utilized than cannot be made into lumber. Environmentally safe. Meets non-flammability standards.</p>	\$2,880.00	\$0.00	\$2,880.00

72 CY EWF FOR A 12" FINISHED DEPTH

1		DURALINER Model: duraliner 1,500 square feet per roll	\$220.00	\$0.00	\$220.00
31		PLAYGROUND BORDER WITH SURFACING GUIDE Model: APS-2003 Playground Border with Surfacing Guide - 4ft x 12in - Black These plastic landscape timbers surround your playground area with a no-maintenance alternative to wood and help keep playground surfacing in place. They feature a newer, more symmetrical design on the front and a surfacing guide on the middle of the back. The guides mark at 1" - 7" on the 8" borders and at 1" - 11" on the 12" borders, which allows you to easily inspect your surfacing depth and ensure adequate surfacing. Made from 100% plastic. Includes spike.	\$40.00	\$0.00	\$1,240.00
1		FREE SHIPPING PROMOTION Model: FREESHIPPING ALL ADDITIONAL DISCOUNTS AND FREE SHIPPING VALID ONLY ,THROUGH SEPTEMBER 30TH, 2021 ***A TOTAL SAVINGS OF \$1,526.91***	\$0.00	\$0.00	\$0.00

I Accept!
Let's Go

Have questions about this quote?

Call **800-853-5316** or visit BYOPLAYGROUND.COM

Sub Total: \$14,391.00

Sales Tax: \$935.42

Shipping: \$0.00

Total: \$15,326.42

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

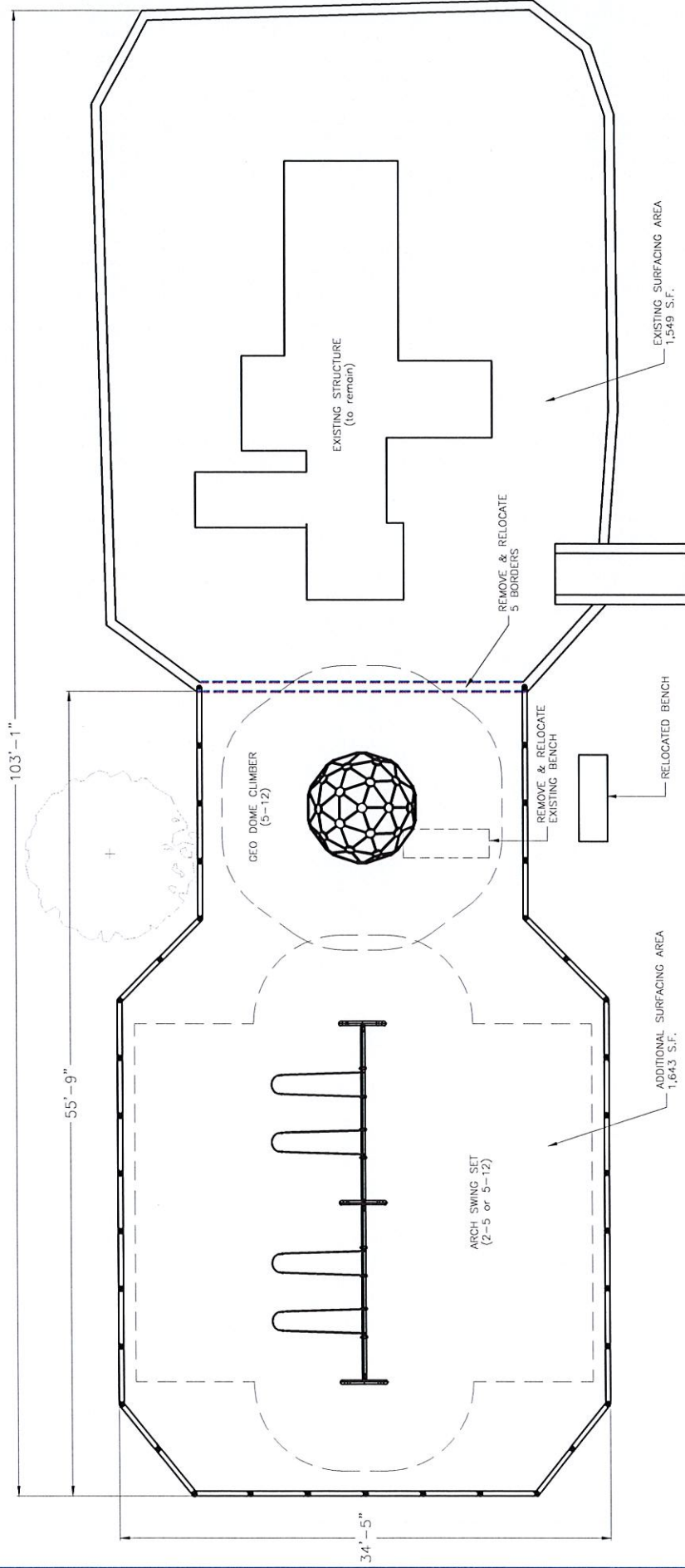
Thank you for the opportunity to quote your playground project. We accept Visa, Mastercard, Discover, personal & business checks and purchase orders from government entities. All items must be paid for in advance of order unless prior arrangements are approved. Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. By signing below you agree to the terms and conditions found here:

<https://www.byoplayground.com/byo-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____

Date: _____



Glen St. Johns

Signature: _____

Equipment Age Range: 2-5 or 5-12
 Critical Fall Height: 8'
 User Capacity: up TO 10
 Total Play Components: 2
 Total Accessible Components: 2

The above layout:

✓	COMPLIES TO ASTM
✓	COMPLIES TO CPSC
✓	COMPLIES TO ADA

Space Required: See Above
 Surfacing Area: See Above
 Surfacing Material: EWF
 Surfacing Depth Required: 12"
 Border Info: 31 New & 5 Relocated

Playground Area

Sheet Number

2

Drawn By: S. Nance
 Date: 9/10/2021
 Revision:
 Scale: 3/32" = 1'-0"
 Drawing scaling possible only
 when in 8.5" x 11" format

PREPARED FOR:

PRIMARY CONTACT:
Steve Howell

EMAIL:
showell@vestapropertyservi
ces.com

PHONE NUMBER:
9046546304

ORGANIZATION:
Glen St. Johns CDD

BILLING & SHIPPING:


BILLING ADDRESS:
Glen St. Johns CDD
1430 St. Thomas Island
Parkway
Saint Augustine, FL 32092

SHIPPING ADDRESS:
Glen St. Johns CDD
1430 St. Thomas Island
Parkway
Saint Augustine, FL 32092

Correct?

COMMENTS & DETAILS:

Price quoted for delivery coordination and installation. NPC shall not be responsible for removing existing trees, limbs, roots etc. Unless otherwise noted price excludes: sitework, site security, core drilling or cutting concrete or asphalt, permits, lift gates, impact fees, debris/trash removal, and prevailing wages. Site must be clear, level and accessible at time of installation. The customer is responsible for marking all Private underground utilities, NPC will call for Public Utility Locate.

Qty	Product	Price	Total
1	 PROFESSIONAL CERTIFIED INSTALLATION Model: Installation Certified installation by professional playground installers. Price includes coordinating deliveries and unloading large equipment at the delivery address listed on this proposal/purchase order.	\$4,950.00	\$4,950.00
Installation for BYO Quote #102345 This installation quote covers the following items: - Push Up Station (2015AF-UP) - Sit-Up Station (2002AF-UP) - Step Up Station (2000AF-UP) - Arch Swing Set (1621-PP) - Geo Dome Climber (304-PP) - Wood Playground Mulch (BYO-1010F) - Duraliner (duraliner) - Playground Border with Surfacing Guide (APS-2003) - FREE SHIPPING PROMOTION (FREESHIPPING)			

I Accept!
Let's Go

Have questions about this quote?
Call **800-853-5316** or visit BYOPLAYGROUND.COM

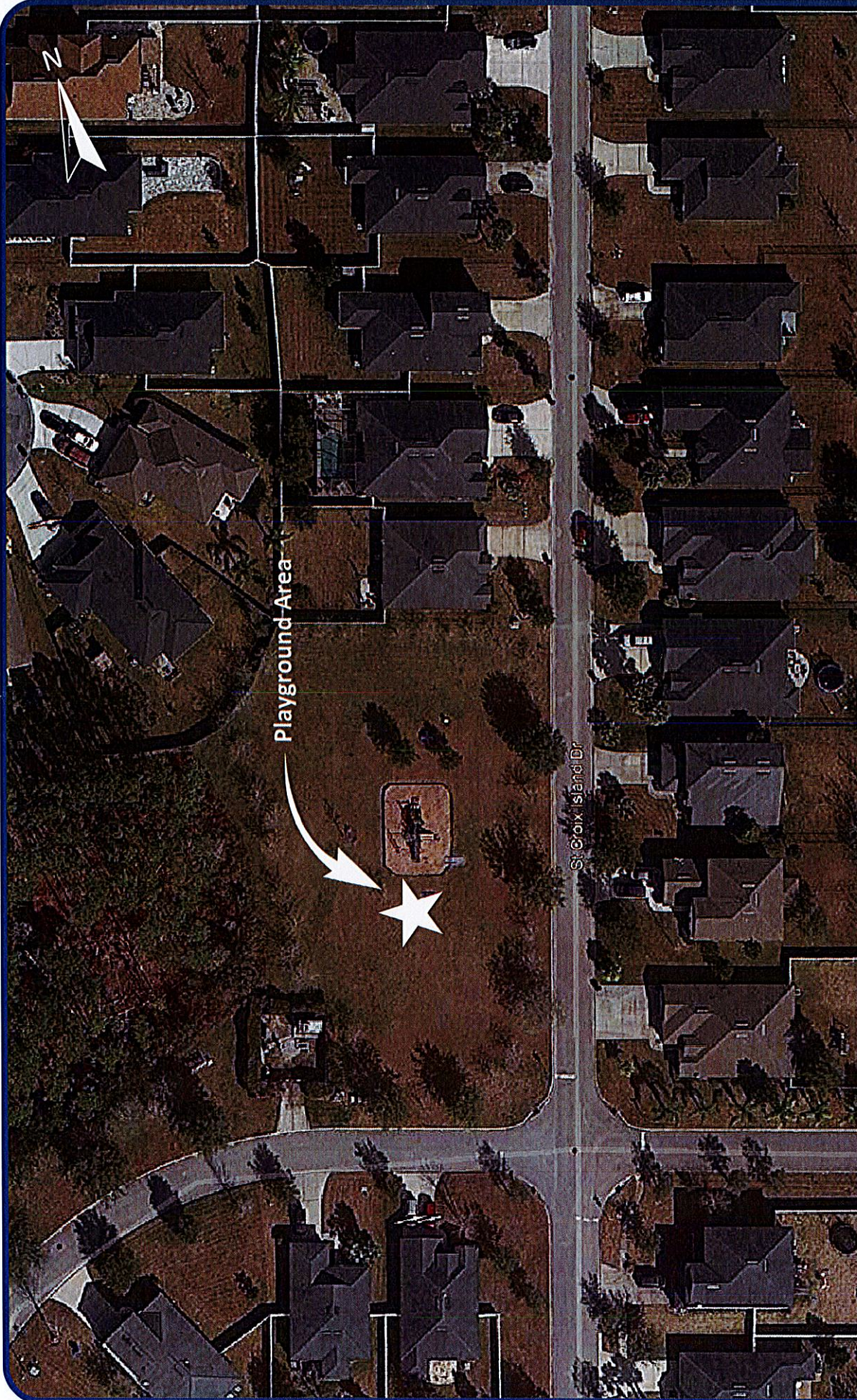
Sub Total: \$4,950.00
Sales Tax: \$0.00
Shipping: \$0.00
Total: \$4,950.00

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here:

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____



Glen St. Johns

Signature: _____

Location Map

Sheet Number

1

Drawn By: S. Nance

Date: 9/10/2021

Revision:

Scale: Not to Scale
Drawing scaling possible only
when in 8.5" x 11" format



Tab 2

GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FL 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures August 2021 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2021 through August 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$36,796.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
AT & T Corp	2021083121-1	132474430 7/21	Phone/Internet/Alarm Monitoring 07/21	\$ 94.30
AT & T Corp	2021083121-1	132474430 8/21	Phone/Internet/Alarm Monitoring 08/21	\$ 94.30
Bliss Carley	3186	BC081821	Board of Supervisors Meeting 08/18/21	\$ 200.00
Brian Reese	3187	BR081821	Board of Supervisors Meeting 08/18/21	\$ 200.00
Cour Valant LLC dba First Coast Mulch	3180	3788	Mulch Install 06/21	\$ 13,356.00
Darren H. Romero	3188	DR081821	Board of Supervisors Meeting 08/18/21	\$ 200.00
Estate Management Services, Inc.	3182	30316	Pond Management Services 08/21	\$ 792.00
Florida Power & Light Company	2021083121-2	FPL Summary 07/21	FPL Summary 07/21	\$ 3,668.81
Gilbert F Thompson	3190	ST081821	Board of Supervisors Meeting 08/18/21	\$ 200.00
Holiday Inn Express & Suites	3177	80521	BOS Meeting Space Rental 08/18/21	\$ 100.00
Hopping Green & Sams	3175	123726	General Legal Services 05/21	\$ 340.00
JEA	2021083121-3	1608024175 6/21	1430 St Thomas Island Py 06/21	\$ 722.85
Rizzetta & Company, Inc.	3178	INV0000060352	District Management Fees 08/21	\$ 3,160.83

Glen St. Johns Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services, LLC	3179	INV0000007826	Website Hosting Services 08/21	\$ 100.00
The St. Augustine Record Dept 1261	3183	0003368310-01 07/28/21	Acct #15636 Legal Advertising 07/21	\$ 215.40
The St. Augustine Record Dept 1261	3189	I03358439-06022021 06/21	Acct #15636 Legal Advertising 06/21	\$ 112.19
Verdego, LLC	3184	5521	Sod Install 05/21	\$ 661.00
Verdego, LLC	3184	5659	Irrigation Repairs 06/21	\$ 670.00
Verdego, LLC	3184	6040	Landscape Maintenance 08/21	\$ 8,459.84
Vesta Property Services, Inc.	3176	386825	Billable Expenses 06/21	\$ 407.44
Vesta Property Services, Inc.	3185	387662	Amenity Management Services 08/21	\$ 2,879.67
Vesta Property Services, Inc.	3191	388033	Billable Expenses 07/21	\$ 44.59
Waste Pro, Inc	2021083121-4	336649	Waste Disposal Services 09/21	\$ 117.24
Report Total				<u>\$ 36,796.46</u>

STAFF REPORTS

District Counsel

District Engineer

Landscape Report

Tab 3

VerdeGo

PO Box 789, Bunnell, FL 32110
386-437-3122 - Bunnell
904-797-7474 – St. Augustine



LANDSCAPE STATUS REPORT

REPORT SUMMARY

REPORT DATE	PROPERTY NAME	PREPARED BY	MONTH OF SERVICE
9-30-21	GSJ	Jaime Constancio	September

SERVICES SUMMARY

COMPLETED IN SEPTEMBER

- Mowing, edging, trimming, pulled and sprayed weeds, amenity center treated and sprayed crack weeds, ponds mowed as needed

ANTICIPATED FOR NEXT MONTH

- Bed, planter trimming detail, spray weeds over the top. Watch playground park areas for ant hills

COMMENTS

TURF

Turf weeds treated and fertilizer winter being applied next week 10-13-21

TREES & SHRUBS

Trees being lifted along walkways , sidewalks, parks

PLANT BEDS

Continue to trim off curbs and trim loropetalum planters along saint thomas

OTHER

Corner enhancements planted and color beds added per approval. Outstanding pathway to be completed the week of 10-20-21

Amenity Manager Report

Tab 4

Glen St. Johns

Field Operations Report

Date of report: October 20, 2021

Submitted by: Steve Howell

EXPANDED PARKING LOT DISCUSSION:

- The parking lot has been top dressed with material per agreement, however Verdego is experiencing delays in staff access for the install of the path, and the landscape drain catch basin for the pump area has also not yet been installed. We have reached out a number of times only to receive the same reasoning for the incompleteness. We hope that with the Fall upon us and relaxed maintenance schedule for Verdego, these items can be completed in a timely fashion

AMENITY ATHLETICS:

- Please review the following from our Amenity Athletics coordinator. I will be placing Winter Flag Football signs throughout prior to the meeting.

There are 16 kids for Fall Soccer, however, we do not revenue share until end of season as we may still have refunds.

It will be the same as soccer; practice in Glen St. John's and games at either or both Bartram and Heritage Landing.

Thanks so much Steve. I think 16 for a first season is good. Thanks for your help in making that happen.

CONCRETE REPAIRS:

- The sidewalk along St. Thomas was repaired and St. Croix scheduled for the end of the week of 11th through the week of the 18th.

OUTDOOR EXERCISE EQUIPMENT:

- All agreements have been executed and the equipment has been ordered for both the playground equipment and exercise equipment. We are hopeful for December / January install.

GYM FLOORING AND NEW EQUIPMENT:

- All equipment has been ordered and the vendor does not anticipate the particular equipment to be wrapped up in the current supply chain woes. He is anticipating delivery and install the week of the 18th, except for treadmill which is currently on backorder. The flooring is also on order and is coming from Wisconsin so is anticipated for install within the next 4 weeks

COMPLETED PROJECTS / No Board action required:

- Routine maintenance and janitorial throughout
- All approved corner enhancements have been completed

- We continue to check playgrounds for safety and functionality.
- The mulch proposal submitted from First Coast Mulch earlier in the year for 42/yrd will stay intact for the next round.
- The County continues to effectively maintain Leo Mcguire pkwy
- We are continuing the process of tightening and repairing all furniture. All slings are in good shape.
- We continue to ride the community monitoring signs, drains, road conditions, etc.
- The pool has remained in very good shape this summer. All equipment is functioning properly and maintaining good chemistry even with all of the rain. We will need to begin the discussion of re-surfacing the pool if not Fiscal 22, then definitely for Fiscal 23.
- We'd also like to begin the discussion of converting all amenity lighting to LED
- Need to discuss painting both the interior and exterior of the building. I'd like to at least review the Reserve study to figure out where we are with this and begin the process for perhaps the next meeting with NTE's for all of the above.
- The proposal for the Holiday lighting should be in your packet and is a starting place for further direction by the Board for us to lock in a final plan relative to the Budget for this Christmas

POND AND LAKE MANAGEMENT:

- For some reason the technician has had problems understanding the request for detailed itemization of location with any issues present and subsequent action. I am continuing to work with them to be more detailed at the request of the Board.

WHAT TO EXPECT IN THE UPCOMING MONTHS:

- Continued diligence on a clean facility
- Continued oversight on landscaping and irrigation
- Post season pressure washing at Board direction.

Should you have any comments or questions feel free to contact me directly.



Tab 5

JOB CARD



ESTATE MANAGEMENT SERVICES

305 Indigo Dr
Brunswick, Georgia 31525
P.: 912-466-9800
E.: accounting@ponds.org

Glen St Johns

1430 Saint Thomas Island Parkway
St Augustine, Florida 32092
P.: 904-654-6304

E.: rscroggins@rizzetta.com

Contact Person:

Customer Type:

Account Type: Monthly

Date: 09/22/2021

Fieldworker: Micah Richardson

Job #: 47001

Type: Monthly Maintenance

Status: Finished

Actual Job Date & Time	Site Address
22-Sep-2021 12:11 PM	1430 Saint Thomas Island Parkway, St Augustine, Florida, 32092

Pre-work Details

Land Rig: Yes **Weather Conditions:** Sunny 90
Boat: _____ **Water Conditions:** Low
Backpack: Yes

Post-work Details

Trash Removed: Yes **Treatment:** Treated for algae, torpedo grass and picked up trash
Area Treated: 3 rig ponds **Other Comments:**
Weed and/or Algae Types: algae, torpedo grass

Description

Polaris Ounce
Captain XTR Gallon
Kammo Ounce

Description:

Completed Notes:

Notes:

District Manager

BUSINESS ITEMS

Tab 6



Landscape Maintenance Proposal

Property Name: Glen St. Johns CDD

Company Name: Rizzetta

Contact Name: Rizzetta CDD Invoices

E-mail: CDDinvoices@rizzetta.com

Property Address: 1430 St Thomas Island Pkwy
St. Augustine, FL 32092

<u>Services</u>	<u>Frequency</u>	<u>Amount</u>
Full Service Maintenance: Mowing Services	38	\$68,437.78
Full Service Maintenance: Detail Services	12	\$13,122.00
Irrigation Management	12	\$4,726.92
Chemical/Fertilization Program - Turf	4	\$13,290.52
Shrub, Tree, and Palm Fertilization Program	2	\$4,986.24
Annual Flowers Rotation: Qty 360 per rotation	4	\$2,198.84
MONTHLY INVESTMENT		<u>\$8,896.86</u>
ANNUAL INVESTMENT		<u>\$106,762.30</u>

Contract Period **March 1, 2022** to **February 28, 2023**

Tab 7

M&G Holiday Lighting

4845 Belle Terre Pkwy
Palm Coast, FL 32164 US
mgbusinessventures@gmail.com



Estimate

ADDRESS

Glen St. Johns
Glen St. Johns CDD
1430 St. Thomas Island Pkwy
St Augustine, FL 32092

ESTIMATE

DATE

1978

09/16/2021

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Holiday Lighting - Reinstall	Re-Install C7 WW to main building	1	836.00	836.00
	Holiday Lighting - Reinstall	Re-Install 2, 36" pre-lit wreaths, building	1	95.00	95.00
	Holiday Lighting - New Install	**New** Install 2, 36" pre-lit wreaths, main monument columns	1	238.00	238.00
	Holiday Lighting - New Install	**New** Wrap 3 Palms up front of building with WW minis	1	497.48	497.48
	Holiday Lighting - Reinstall	Re-Install 4, 36" non-lit wreaths to street light neighborhood specified posts	1	285.00	285.00
	Holiday Lighting - Reinstall	Re-Install 2 Pre-lit wreaths to entrance monument sign	1	95.00	95.00
	Holiday Lighting - New Install	**New** Pre-Lit garland atop white fence	1	1,176.48	1,176.48
	Miscellaneous - Wire - Plugs, Supplies, etc	Miscellaneous - Wire - Plugs, Supplies, etc	1	192.00	192.00
	Shipping	Shipping of new product	1	77.50	77.50
	Removal	Removal of Lights and Decor at the end of the season	1	380.00	380.00
	Storage	Storage of Holiday lights and decor till the next season	1	85.00	85.00
	New Product Needed for Install	Red Bows	1	101.19	101.19

TOTAL

\$4,058.65

Tab 8



First Coast Mulch
4672 Race Track Rd
St Johns, FL 32259
(904)254-5366
bobbyk@firstcoastmulch.com

Estimate

ADDRESS

Glen St Johns C.D.D
1430 St Thomas Pkwy
St Augustine Fl 32092

SHIP TO

Glen St Johns C.D.D
1430 St Thomas Pkwy
St Augustine Fl 32092

ESTIMATE #

2674

DATE

04/06/2021

ACTIVITY**QTY****RATE****AMOUNT****Mulch Installation:Mini Pine Bark**

Installation of Mini Pine Bark as ordered and
Measured by Customer, as per attached Map.
(175ft max hose Pull,)
Spring Install
We will invoice for actual actual amount Used, Up
to 240 yards

240

42.00

10,080.00

Mulch Installation:Mini Pine Bark

Installation of Mini Pine Bark as ordered and
Measured by Customer, as per attached Map.
(175ft max hose Pull,)
Fall Install
We will invoice for actual actual amount Used, Up
to 240 yards

240

42.00

10,080.00

Mulch Installation:Playground Chips

Installation of IPEMA Certified chips
<https://www.cpsc.gov/safety-education/safety-guides/playgrounds>
Neighborhood Play Ground as per Map
Approx 5"- 6"

35

42.00

1,470.00

Mulch Installation:Playground Chips

Installation of IPEMA Certified chips
<https://www.cpsc.gov/safety-education/safety-guides/playgrounds>
Pool Area Play Ground as per Map
Appreox. 5"-6"

43

42.00

1,806.00

Thank you for the opportunity to bid your
project. We look forward to working with you
soon! Please note that there is 3% surcharge
for all credit card payments.

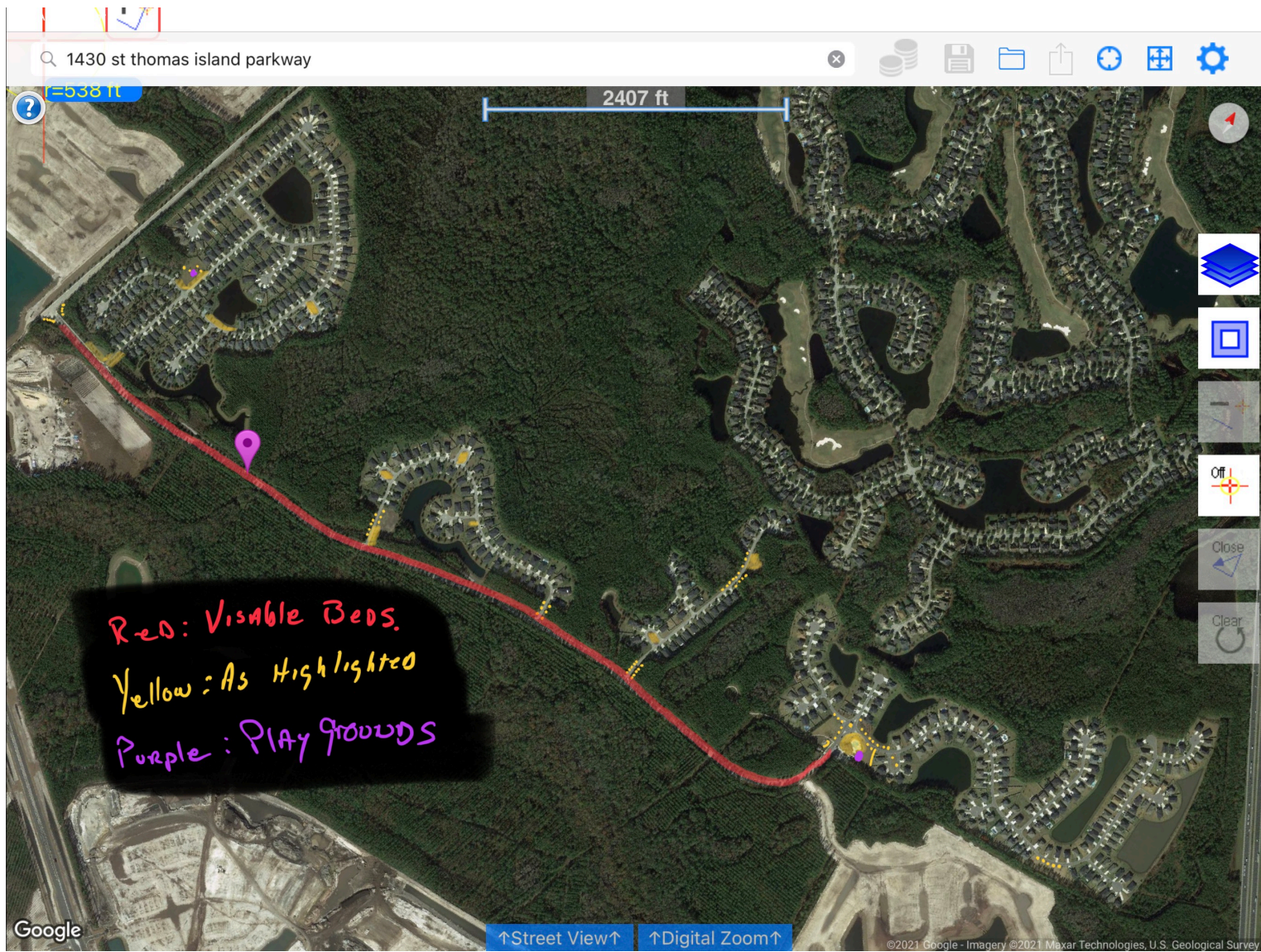
TOTAL

\$23,436.00

Accepted By

Accepted Date

Please note that there is 3% surcharge for all credit card payments.



**AUDIENCE
COMMENTS AND
SUPERVISOR
REQUESTS**

ADJOURNMENT