



Rizzetta & Company

Glen St. Johns Community Development District

**Board of Supervisors' Meeting
June 21, 2023**

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

www.glenstjohnscdd.org

GLEN ST. JOHNS COMMUNITY DEVELOPMENT DISTRICT

St. Johns County Airport Authority
4730 Casa Cola Way, St. Augustine, Florida 32095
www.glenstjohnscdd.org

Board of Supervisors	Darren Romero	Chairman
	Mabel Perez	Vice Chairman
	Skip Thompson	Assistant Secretary
	Jamie Williams	Assistant Secretary
	Bliss Carley	Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Katie Buchanan	Kutak Rock, LLP
District Engineer	Vince Dunn	Dunn & Associates, Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

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 (239) 936-0913. 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

Board of Supervisors
Glen St. Johns Community
Development District

June 14, 2023

AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors' of the Glen St. Johns Community Development District will be held on **June 21, 2023 at 10:00 a.m.** at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine FL 32095. The meeting is not sponsored by the Authority, its Staff or the Airport. 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' Meeting held on May 17, 2023.....Tab 1
 - B. Ratification of the Operation and Maintenance Expenditures for April and May 2023.....Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Report (under separate cover)
 - D. Amenity Manager Report (under separate cover)
 1. Estate Pond Report.....Tab 3
 - E. District Manager
 1. Discussion Regarding No Soliciting Signs
- 5. BUSINESS ITEMS**
 - A. Consideration of Vesta Renewal Proposal for FY 2023/24 (under separate cover)
 - B. Consideration of Estate Proposal for Repairs from Annual Engineer's Report (under separate cover)
 - C. Consideration of Estate Renewal Proposal for FY 2023/24 (under separate cover)
 - D. Consideration of Proposals for Pool RemarciteTab 4
 - E. Consideration of Revised Proposals for Table, Trash Receptacle, and Bench(s).....Tab 5
 - F. Consideration of Resolution 2023-05; Setting the Regular Meeting Dates for FY 2023/24Tab 6
- 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

Tab 1

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 **special** meeting of the Board of Supervisors of Glen St. Johns Community Development District was held on **May 17, 2023 at 10:00 a.m.** at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095

Present and constituting a quorum:

Darren Romero	Board Supervisor, Chairman
Skip Thompson	Board Supervisor, Assistant Secretary
Jamie Williams	Board Supervisor, Assistant Secretary
Bliss Carley	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Kutak Rock LLP
Dan Fagen	Field Operations Manager, Vesta
Jerry Demarco	Vesta Property Services
Scott Settlemares	Sr Account Manager, VerdeGo Landscaping

No audience 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' Meeting held
March 15, 2023**

On a motion by Mr. Romero, seconded by Mr. Thompson, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on March 15, 2023, for Glen St. Johns Community Development District.
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FOURTH ORDER OF BUSINESS**Ratification of the Operation and
Maintenance Expenditures for
January, February and March 2023**

On a motion by Ms. Carley, seconded by Mr. Romero, with all in favor, the Board ratified the Operations and Maintenance Expenditures for January 2023 in the amount of \$24,937.57, February in the amount of \$60,674.91, and March 2023 in the amount of \$29,463.14, for Glen St. Johns Community Development District.

FIFTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2021/2022
Audit**

On a motion by Mr. Thompson, seconded by Ms. Carley, with all in favor, the Board accepted the Fiscal Year 2021/2022 Audit, for Glen St. Johns Community Development District.

SIXTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Ms. Buchanan updated the Board that a bill has been passed and is awaiting the Governor's signature that will require CDD Board Supervisors to complete 4 hours of Ethics training beginning January 2024.

B. District Engineer

Not requested to attend.

C. Landscape Report

Mr. Settlemires reviewed his report found under tab 4 of the agenda. He also updated the Board that the edging was not installed after reviewing onsite, there would have been gaps and Mr. Settlemires felt that after removing the mulch and reinstalling there would not be mulch run off. Should this become an issue in the future and the Board wish to, a more permanent border could be considered.

The Board requested that concerns regarding the landscape areas at the HOA marquee signs at the end of St. Croix be shared with the HOA Manager.

It was noted that there are sprinklers at St. Croix and St. Thomas and at Tortuga that need to be reviewed.

Mr. Settlemires also updated the Board that a proposal was provided this morning to trim trees around the streetlights that the District Manager had brought to his attention. The proposal (Exhibit A) was being provided as this type of trimming is outside of the contract and also included removing a dead tree in common area. Ms. Gallagher noted that she will need to review the contract regarding the tree trimming.

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board approved the VerdeGo proposal in the amount of \$1,135.00 if this is not part of the contract, for Glen St. Johns Community Development District.

The Board moved to agenda item 5B

SEVENTH ORDER OF BUSINESS

Consideration of Top Choice Proposal from VerdeGo

Mr. Settlemires confirmed that the playground refers to the playground at St. Croix and that the proposal also includes the amenity center, sports, Bermuda and disc golf fields.

On a motion by Ms. Carley, seconded by Mr. Thompson, with all in favor, the Board approved the VerdeGo Top Choice proposal, for Glen St. Johns Community Development District.

EIGHTH ORDER OF BUSINESS

Amenity Managers Report

Mr. Fagen introduced Jerry Demarco and reviewed his report found under tab 5 of the agenda.

Mr. Fagen then reviewed the pool contamination protocol. It was requested that a notice with this information be posted at the amenity center with appropriate contact information.

Mr. Fagen also updated the Board that Tree Tech will be onsite tomorrow to trim the palms, there continues to be issues with the men's restroom door and swing chains are being replaced.

Discussion ensued regarding the condition of the bench at St. Croix park and consideration and location of the bench at the amenity center and trash can at the playground at the amenity center. The Board authorized Ms. Carley to work with Vesta regarding the location of the bench at the amenity center.

On a motion by Mr. Thompson, seconded by Ms. Carley, with all in favor, the Board approved Vesta to purchase a table and chair for the facility attendant for approximately \$200.00, for Glen St. Johns Community Development District.

E. District Manager

1. Presentation on Registered Voter Count

Ms. Gallagher updated the Board that her correspondence from the Supervisor of Elections dated 4/17/2023 stated there are 1046 registered voters within the District.

She also updated the Board that she had met with the Chairman

onsite earlier in the week. She noted that as the Board authorized the Chairman had received the license information for Intacct, which is the new accounting software and going forward the Board will receive the check register in their agenda packages as previously discussed.

Ms. Gallagher also mentioned that she has received a request to improve the roundabout area. Discussion ensued regarding the previous requests for this area and whether it was irrigated and which portion of the community would benefit from this. The Board directed the District Manager to update the HOA that the CDD would authorize them to beautify this area but if any enhancements made were not maintained, the CDD would charge the HOA if it needed to be removed.

NINTH ORDER OF BUSINESS**Consideration of Revised Pricing for Table and Waste Receptacle**

The Board approved a not to exceed amount of \$6,000.00 to also include two benches with the revised table and waste receptacle proposal and authorized Ms. Carley to approve the final proposal.

On a motion by Mr. Romero, seconded by Mr. Thompson, with all in favor, the Board approved the revised pricing for table and waste receptacle and two benches at a not to exceed amount of \$6,000.00, for Glen St. Johns Community Development District.

TENTH ORDER OF BUSINESS**Consideration of Proposal for Pool Equipment**

Mr. Fagen reviewed the proposal found under tab 9 of the agenda.

He also noted that he still feels that the remarcite would need to be addressed in the fall/winter next fiscal year. If this is delayed additional patching would be needed in the interim.

The Board requested additional proposals and approved a not to exceed amount of \$12,175.00, authorizing the Chairman to approve the final proposal.

On a motion by Ms. Carley, seconded by Mr. Thompson, with all in favor, the Board approved the proposal for pool equipment at a not to exceed amount of \$12,175.00, for Glen St. Johns Community Development District.

ELEVENTH ORDER OF BUSINESS**Consideration of Renewal Proposal for A/C Preventative Maintenance**

On a motion by Mr. Romero, seconded by Ms. Carley, with all in favor, the Board approved the Weather Engineer's Renewal Proposal for semiannual preventative maintenance at a cost of \$118.00 per visit, for Glen St. Johns Community Development District.

TWELFTH ORDER OF BUSINESS**Consideration of Proposal for Barbell Plate Weights**

Discussion ensued regarding the number of weights actually needed. The Board approved a not to exceed amount of \$1,500.00 and authorized Mr. Williams to approve the final proposal for the replacement of the barbell weight plates with Bumper Plates and determine the number of weights and specific weight of each.

On a motion by Mr. Thompson, seconded by Mr. Romero, with all in favor, the Board approved a not to exceed amount of \$1,500.00 for replacement barbell plate weights, for Glen St. Johns Community Development District.

THIRTEENTH ORDER OF BUSINESS**Consideration of Resolution 2023-04;
Approving FY 2023/24 Proposed Budget
and Setting the Public Hearing**

Ms. Gallagher reviewed the budget included as the exhibit to resolution 2023-04 under tab 12 of the agenda.

Discussion ensued regarding the proposed increase in assessments and the need to possibly increase further. It was requested that line 56 – Landscape Miscellaneous Expense be increased to \$6,000.00.

On a motion by Ms. Carley, seconded by Mr. Thompson, with all in favor, the Board adopted Resolution 2023-04; Approving the Proposed Budget for FY 2023/24, as amended and set the public hearing for August 16th at 10:00 am at the Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095, for Glen St. Johns Community Development District.

The Board also requested that additional language be added to the mailed notice that would be required to outline that the increase was due to increased cost of services as well as continuing to have reserves to assist in funding long term maintenance requirements and authorized the Chairman to review prior to mailing.

FOURTEENTH ORDER OF BUSINESS**Supervisors Request and Audience Comments**

It was requested that the caps be installed on the gate. Ms. Gallagher to follow up with Mr. Howell at Sunbelt on these as they were not left at the facility as indicated.

It was also requested that the District Manager forward the last chain of emails to Mr.

Fagen regarding the proposal that the District is still in need from Estate in reference to the repairs note to be required from the Annual Engineer's Report.

No audience present.

FIFTEENTH 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 12:13 p.m. for Glen St. Johns Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

EXHIBIT A

PROPOSAL



Mailing Address

Rizzetta
c/o Rizetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

Job Address

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

Date: May 17, 2023

Phone: St. Augustine

Opportunity#: 11723

Job Summary:

Proposal to clear Oak tree growth from around 6 street lights on St Thomas Island near amenity center, also flush cut of dead tree on Cooper Bay in common area.

Landscape Enhancement

Quantity	Description	Unit	Unit Price	Ext Price
6.00	Tree Work	Ea	\$160.00	\$960.00
1.00	Tree Removal	Ea	\$175.00	\$175.00
Landscape Enhancement Total				\$1,135.00

Proposal Total: \$1,135.00

Note: This proposal includes all labor and material necessary to complete the job.

Payment due 30 days after receipt of invoice.

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

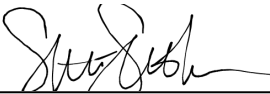
Verdego employees are fully covered by workman's compensation insurance.



PROPOSAL

ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By 
Scott Settlemyres
Date 5/17/2023
VerdeGo

By _____
Date _____
Rizzetta

Tab 2

Glen St. Johns Community Development District

District Office · St. Augustine, Florida 32084
Mailing Address · 3434 Colwell Avenue · Suite 200, Tampa Florida 33614
www.glenstjohnscdd.org

Operations and Maintenance Expenditures April 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$37,829.33**

Approval of Expenditures:

____ Chairperson
____ Vice Chairperson
____ Assistant Secretary

Company name: Glen St. Johns Community Development District
Report name: Check Register
Location: 680 Location--680 Location

Account	Payment date	Vendor name	Document/check no	Payment Amount
680TRUISTOP				
680TRUISTOP	4/3/2023	AT&T	040323	105.16
680TRUISTOP	4/4/2023	Estate Management Services, Inc.	100127	839.52
680TRUISTOP	4/4/2023	Hawkins, Inc	100128	876.25
680TRUISTOP	4/4/2023	Rizzetta & Company, Inc. Sunbelt Gated Access Systems of	100126	3,418.92
680TRUISTOP	4/4/2023	Florida, LLC	100129	272.50
680TRUISTOP	4/5/2023	JEA	040523	521.50
680TRUISTOP	4/5/2023	Waste Pro, Inc	040523-1	149.33
680TRUISTOP	4/18/2023	Florida Power & Light Company	041823	4,543.51
680TRUISTOP	4/24/2023	Epic Pools & Hardscape Construction,	100131	1,800.00
680TRUISTOP	4/24/2023	First Place Fitness Equipment, Inc	100139	519.95
680TRUISTOP	4/24/2023	Grau & Associates, P.A.	100132	3,000.00
680TRUISTOP	4/24/2023	Hawkins, Inc	100133	378.80
680TRUISTOP	4/24/2023	Innersync Studio, Ltd	100134	384.38
680TRUISTOP	4/24/2023	Kutak Rock, LLP Sunbelt Gated Access Systems of	100135	192.50
680TRUISTOP	4/24/2023	Florida, LLC	100136	8,480.00
680TRUISTOP	4/24/2023	VerdeGo, LLC	100137	9,248.09
680TRUISTOP	4/24/2023	Vesta Property Services, Inc.	100138	3,098.92
				37,829.33

Glen St. Johns Community Development District

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Operations and Maintenance Expenditures May 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2023 through May 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$48,944.12**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

Company Glen St. Johns Community Development
name: District
Report name: Check Register
Location: 680 Location--680 Location

Account	Payment date	Vendor name	Document/check no	Payment Amount
680TRUISTOP				
680TRUISTOP	5/1/2023	Rizzetta & Company, Inc.	100140	3,418.92
680TRUISTOP	5/2/2023	AT&T	050223	104.38
680TRUISTOP	5/3/2023	JEA		521.20
680TRUISTOP	5/3/2023	Vesta Property Services, Inc.	100157	2,901.60
680TRUISTOP	5/3/2023	Waste Pro, Inc	050323	148.56
680TRUISTOP	5/17/2023	Florida Power & Light Company	051723	4,472.46
680TRUISTOP	5/22/2023	Bliss Carley	100141	200.00
680TRUISTOP	5/22/2023	Darren H. Romero	100142	200.00
680TRUISTOP	5/22/2023	Dunn & Associates, Inc.	100143	413.75
680TRUISTOP	5/22/2023	Estate Management Services, Inc.	100144	839.52
680TRUISTOP	5/22/2023	Gilbert F Thompson	100145	200.00
680TRUISTOP	5/22/2023	Hancock Bank	100146	1,975.00
680TRUISTOP	5/22/2023	Hawkins, Inc	100147	390.35
680TRUISTOP	5/22/2023	James D Williams	100148	200.00
680TRUISTOP	5/22/2023	JEA	100149	544.71
680TRUISTOP	5/22/2023	Kutak Rock, LLP	100150	1,757.12
		Sunbelt Gated Access Systems of Florida,		
680TRUISTOP	5/22/2023	LLC	100151	1,436.00
680TRUISTOP	5/22/2023	VerdeGo, LLC	100152	9,923.09
680TRUISTOP	5/22/2023	Weather Engineers, Inc.	100153	156.19
680TRUISTOP	5/23/2023	JEA	Voided - 100149	-544.71
680TRUISTOP	5/30/2023	AT&T	050223-1	104.38
680TRUISTOP	5/30/2023	Hawkins, Inc	100154	700.60
680TRUISTOP	5/30/2023	Turner Pest Control, LLC	100155	275.00
680TRUISTOP	5/30/2023	VerdeGo, LLC	100156	18,606.00
				48,944.12

Tab 3

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.: Kmailhot@rizzetta.com

Contact Person:

Customer Type:

Account Type: Monthly

Date: 06/09/2023

Fieldworker: Justin Robinson

Job #: 67162

Type: Monthly Maintenance

Status: Finished

Actual Job Date & Time	Site Address
09-Jun-2023 09:53 AM	1430 Saint Thomas Island Parkway, St Augustine, Florida, 32092

Pre-work Details

Land Rig: Yes **Weather Conditions:** Clear
Boat: **Water Conditions:** Normal
Backpack:

Post-work Details

Trash Removed: Yes **Treatment:** Treated for algae, spot treated shoreline
Area Treated: All rig ponds **Other Comments:**
Weed and/or Algae Types: Algae

Description

Copper Sulfate Crystal Pound
Tribune Gallon

Description:

Completed Notes:

Notes:





Tab 4

Pool Resurfacing Proposal Summary

Scope: Remarcite all surfaces,replace grates, drain covers floor returns, replacement of all 5 lights, water line tile and depth markers. Marcite is mini-pebble style with 15 year warrantee from all proposers. Manufacturers

Vendor	Warranty	Price	Notes
Innovative	1 Year Workmanship 15 Year Manufacturer	\$181,750	
Epic	1 Year Workmanship 15 Year Manufacturer	\$170,250	Price includes removing coping and minor repairs to the beam behind the waterline tiles which most likely has occurred over time. Replacement of any damaged pavers and replacement of coping is included in the scope. Recommended vendor.
Pinch A Penny	3 Year Workmanship 15 Year Manufacturer	\$167,500	



INNOVATIVE FOUNTAIN SERVICES

11637 COLUMBIA PARK DRIVE EAST
SUITE 4
JACKSONVILLE, FL 32258

Phone #(904) 551-1017
customerservice@innovativefountainservices.com

Quote

Date	Estimate #
6/14/2023	3316

Name / Address

Dan Fagen
Glen St. John

Description	Total
<p>Innovative Fountain Services propose to furnish all materials, labor, and tools to drain and secure swimming pool. Includes all necessary means for prepping the pool surface. Chipping and leveling of gutters, supply and install a 6x6 waterline and beam tile, approximately 140sqft supply and install a 6x6 single bullnose with non skid lip for the gutters. Supply and install a 2x6 mudcap for all entry steps. Install all necessary depth markers around pool perimeter. Aqua cool mini-pebble marcite will be applied to the pools floor and walls. Supply and install updated main drain frame and grates. Replace 24 floor heads, replace 20 gutter grates, supply and install (5) 12V LED pool lights. Remove and replace 250LF of pool coping to also include pulling up and resetting pavers along the perimeter of pool coping to ensure smooth transition from coping to deck, polymetric sand will also be applied to the perimeter. Supply and install one stair rail. We will conduct a four-week startup for both pools during the month long curing process.</p> <p>Warranty includes one year workmanship and 15 year manufacturer's on marcite.</p> <p>Signature _____</p>	181,750.00
Thank you for the opportunity to serve you!	Total \$181,750.00

BID-PROPOSAL



Epic Pools, Inc.
1820 SR 13 N, Suite 3
St Johns, FL 32259
PHONE (904) 417-5100
CPC# 1457438

DATE: 6/7/23

PROPOSAL NO: 1

	NAME: GLEN ST JOHNS CDD			
<i>and</i>				
BUYER/	PROJECT ADDRESS: 1430 ST THOMAS PARKWAY	CITY ST AUGUSTINE	STATE/ZIP FL 32092	PHONE
OWNER				
	EMAIL ADDRESSES:	CITY	STATE/ZIP	PHONE

We hereby propose to furnish the following work: **Renovation of one 3006sq' swimming pool to include the following.**

- (1) Drain & secure Swimming Pool includes all necessary means for prepping pool surface includes bonding agent on floors and walls, chipping around all fittings, light fixtures, floor fittings.**
- (2) chipping and leveling of gutters.**
- (3) Supply & Install 6x6 waterline / beam tile approximately 140sq'**
- (4) Supply & Install 6x6 single bullnose with non-skid lip for gutters. Approximately 550 pieces.**
- (5) Supply & Install 2x6 mud cap for all entry steps also non-skid**
- (6) Install all necessary depth markers around pool perimeter.**

(7) Aqua Cool Mini pebble marcite will be applied to pool floor and walls, gutters will be chipped and leveled.

(8) Supply & install updated main drain frame & grates.

(9) Supply & install (5) 12 volt led pool lights. all lights will be installed by our certified electrician along with testing of transformers for each. Transformers will be replaced if necessary for additional fees. All lights will be removed with normal effort. If we are unable to remove or install new lights under normal effort additional fees will apply.

(10) Supply & install new racing lane tile in same location as current.

(11) Replace 24 floor heads.

(12) Replace 20 gutter grates.

(13) Remove & replace 250lf LF of pool coping to also include the following, pull up and reset pavers along perimeter of pool coping to ensure smooth transition from coping to deck, polymeric sand will also be applied to perimeter.

(14) Epic Pools will conduct a 4 week start up for both pools during the month-long curing process, all chemicals, & cleaning included.

***** Once coping and beam tile are removed this will expose pool beam. If beam is not a solid beam and requires rebuilding additional fees will apply.**

***** all necessary permits will be on site**

***** Renovation will take approximately 120 days plus start up.**

Labor Warranty is 1 year.

Pebble marcite warranty is 15 years.

******. There is currently a country wide shortage of 6x6 single bull nonskid, this problem is being worked on and expected to be resolved soon, I have priced your tile with new expected fees for such tile. There remains a chance this tile could be delayed further. The sooner I can back order the better off will be.**

Total \$170,250.00

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

X_____ Date _____
Customer

X_____ Date _____
Customer

X_____ Date _____
Contractor

Quote – Swimming Pool Refinish

Pinch A Penny 146

12220-117 Atlantic Blvd, Jacksonville FL 32225

[Phone] 904-220-9490

[e-mail] store146@pinchapenny.com

[License] CPC 1459123

DATE: 6/12/2023

TO Glen St. John CDD

JOB Glen St Johns
1430 Saint Thomas
Island Parkway
Pool 2630 sf, 260 lf

Pool Refinish & lights

- Drain & secure swimming pool
- Prep pool surface, check for hollow spots and repair as needed, chip around all fittings, light fixtures and floor fittings
- Chip and leveling of return gutters
- Install 6" x 6" waterline tile
- Install non-skid bullnose tile (Limited color availability) for gutters
- Install non-skid 2" x 6" step mud cap tile
- Install 60 sq ft racing lane tiles (two lanes 50 ft x 6 inches with tale on end wall)
- Install all necessary depth markers
- Replace all main drain frames & grates, returns and ladder inserts
- Bond coat applied to entire pool prior to refinish material
- Apply pebble pool finish CLI Sunstone Pearl Cove Blue

Warranty: 15 year material, 3 year labor

- Replace 5 (five) pool lights with new 12v white Pentair LED Intellibrite and transformer
- Perform 30 day start up with twice a week service including chemicals
- Cost of permits & inspections included

Pool Refinish Cost \$167,500

Price is good 30 days

Work Order -----

Finish Selection: CLI Sunstone Pearl Cove Blue	Tile Selection Waterline: Non-skid bullnose tile: Non-skid step mud cap tile:
Customer Signature:	Date:

WORK AUTHORIZATION & CONTRACT

Owner Name: Glen St Johns CDD

Date: 06/12/2023

Contact Person: Dan Fagen

Mobile Phone:

For repairs and/or service at the following property address: 1430 Saint Thomas Island Parkway

SCOPE OF WORK: Contractor shall furnish labor and materials to complete the designated services and/or repairs for the swimming pool work as outlined in the attached estimate/proposal/work order.

RESURFACE POOL: Includes draining pool, drilling holes to prevent popping, washing surface and removing anything loose, hollow or rotten, (the entire surface does not need to be removed) cut under tiles and surface hardware, placement of non-entrapment pool drain cover(s), installation of new wall fittings, apply perma-kote, apply new pool surface, acid wash new surface, refilling of water, achieving proper levels of chlorine, pH, calcium hardness, alkalinity, stabilizer, maintain chemical balance for new finish and clean pool according to industry standards for first 28 days. Resurfacing work is all done by hand and the outcome is heavily dependent on the existing shape and condition of the swimming pool (See Change Orders section). The plaster is mixed with varying amounts of quartz or pebble depending on your selection. These types of finishes are not solid in color and there will likely be minor variations of consistency throughout the pool. Minor imperfections are normal and to be expected (according to industry standards). Curing occurs mostly during the first 28 days so final appearance should not be judged until after that point.

Please note: Pool plaster is hand applied and troweled. It is possible for long steps to have slight unevenness or variation when there is no cap tile.

PAYMENT & TERMS: Purchaser agrees to pay Contractor for all work agreed upon between Contractor and Purchaser as stated on the attached estimate/proposal/work order. Purchaser agrees to make the following schedule of payments:

50% payment prior to initiation of work

40% payment prior to application of plaster

10% payment made within ten (10) days after completion of plastering.

Please Note: Purchaser shall be responsible for reasonable attorney's fees and court costs in the event that legal action is necessary to collect any unpaid balance.

LIEN RIGHTS: The Purchaser acknowledges that a lien can be placed on the contract property by the contractor if money is owed per this contract. Upon full and final payment, a lien release form will be provided upon request.

STAINING: Pinch A Penny is not responsible for stains that may occur in your pool after the resurfacing and start up is complete. Stains are ultimately a result of improper water chemistry and/or contaminants in your pool.

Actions you can take to reduce the chance of staining on your new finish:

- If filling your pool with substandard water, arrange a filtration system to be used. (I.e.: Hayward "Bobby")
- Use a metal controlling agent (we recommend Jack's Magic "Magenta Stuff") on a regular maintenance basis
- Maintain the pH at the lower end of the scale (7.4)
- Maintain the alkalinity level between 80 and 100ppm
- Maintain stabilizer levels below 80ppm
- Have water tested weekly and documented by a pool care professional
- Avoid copper algaecides. If they must be used, use a sequestrant to bind the copper after the desired results are obtained

LIMITED WARRANTIES: All surface materials are guaranteed as per the respective manufacturer's warranty. Warranty paperwork is provided and filed at the completion of the job unless otherwise requested. If defects are noted as a result of faulty materials, remedies will be sought through the manufacturer of those materials.

Situations that would deem warranty null and void: (list is subsequent to manufacturer's warranty paperwork and is not all inclusive)

- If evidence of obvious mistreatment, neglect or vandalism is present.
- Failure to make full and complete payment for services on this contract.
- If the original purchaser sells the described property.
- Work performed by other than licensed, qualified contractors negatively affecting pool surface or installed equipment.
- Acts of God (such as, but not limited to, hurricanes, sink holes, fires, floods, unprotected freezing, power surges, etc.)

INSURANCE: Contractor carries general liability and worker's compensation insurance. A Certificate of Insurance will be furnished upon request.

PROPERTY ACCESS & DRAINAGE: The purchaser shall be responsible for the removal or protection of trees, shrubs, landscaping, grass, underground utilities, irrigation pipes, landscape lighting, or any other improvements which might be in the space to be used for pool drainage, construction work, or access. **No seeding, sod replacement or replacement of shrubs or landscaping will be provided by the contractor.**

Purchaser shall warrant and guaranty that contractor and its subcontractors, agents or assigns and required equipment shall have access to the contract property during the entirety of the construction process. Purchaser shall obtain permission from adjacent property owners for ingress and egress of materials and equipment during construction if needed. Purchaser shall also obtain permission for the contents of the swimming pool to flow into adjacent property if this is expected. The purchaser shall be responsible for damage to lawns, shrubs, flowers, trees, fences, ornamental walks, sidewalks, driveways, decks, landscaping and any other improvement resulting from construction work, pool drainage and access. **Contractor is responsible for using reasonable care and purchaser is not responsible for contractor's negligence.**

Pool water will be, if at all possible, discharged to closest storm water drainage outlet unless prohibited by city ordinance or otherwise directed by Purchaser.

TRASH: The contractor shall remove trash and construction debris from the contract property when the job is complete.

UTILITIES/WATER: The Purchaser agrees to supply tap water in adequate amounts and condition to use in construction and filling of swimming pool. Contractor assumes no liability for substandard tap water which can stain pool or discolor water upon refilling. Any corrections to the finish due to substandard water will be at the purchaser's expense. The purchaser agrees to supply the contractor with 120 volt electric outlets as needed to operate the contractor's power equipment.

Please Note: The contractor will not provide any form of reimbursement for expenses incurred from water or electrical use. Purchaser is responsible for maintaining a continuous flow of water during refilling and is responsible for turning water off when the proper level is reached.

UNDERGROUND WATER/DEWATERING: The contractor will take all precautions to manage underground water pressure according to industry standards for preventing pool popping or shifting. If well points or any other de-watering precaution is deemed necessary after commencement of work the purchaser will be notified by the contractor and will be responsible for any additional charges incurred for the process.

MATERIAL SELECTION: The Purchaser is solely responsible for the color and material selection (documented on signed estimate/proposal/work order) of all products utilized by the contractor.

LIGHT FIXTURES: Unless light fixtures are being replaced, existing light fixture(s) will be removed and placed on the pool deck during the pool resurface. Although every precaution is taken to protect your light fixture(s), movement of the fixture can cause seal to fail due to age, pool water chemistry, improper installation, etc. The contractor is not responsible for any issues that arise with the light fixture(s) during or after the resurface. This includes, but is not limited to, fixture leaks, conduit leaks, and bulb failures. Any cost incurred on equipment repair/replacement will be the responsibility of the purchaser.



CHANGE ORDERS: Any alteration or deviation from the estimate/proposal/work order specifications involving any extra cost of material or labor will become an extra charge over the stated amount. In addition, any work or damage uncovered during the construction process that was unforeseen is not included in the contract and will become an extra charge over the contract (i.e., extra prep work required due to prior resurfacing or due to extreme condition of existing surface, pool popping precautions (well points needed), etc.)

PHOTOGRAPHY: The purchaser acknowledges that by signing this contract you are authorizing Pinch A Penny to use any photography or video taken during the contracted time period of your swimming pool resurface for advertising and/or marketing materials unless otherwise specified.

PURCHASER'S ACKNOWLEDGEMENT OF WORK: The purchaser realizes that the contractor shall not be held responsible for minor inconveniences and damages resulting from contractor or subcontractor's work at the contract property in accordance with all generally accepted industry standards and practices associated with such work. These include, but are not limited to, minor oil spots on driveway, cracks in concrete, landscaping damage, dead grass, stucco or plaster chips, noise, vibration, vehicles in driveway or street, any interior damages from such work, chemical fumes at construction site, etc. Additionally, the purchaser recognizes that while the contractor takes every precaution to protect the swimming pool deck, it is not possible to cover the entire surface and there could be minor plaster or spot staining on the surface. The purchaser waives and agrees to hold contractor and its subcontractors harmless from such minor inconveniences and damages unless they were incurred as a result of negligence on the part of the contractor or its subcontractors. Negligence is defined here as work being performed outside the standard of the normal course of operation for such work.

In order to accept the estimate/work order/proposal and schedule the initiation of work, please sign below:

The purchaser, by signing below, acknowledges that he/she has received a copy of this contract with attached and signed estimate/work order/proposal and agrees to all terms, conditions and prices on all pages of this contract. Additionally, purchaser authorizes the contractor (Pinch A Penny CPC#1459123) to perform work as specified and agrees to make payments as outlined. The person executing this Agreement represents and warrants that he/she has authority to contract for the work and is the legal entity that owns or represents the property.

Authorized Representative: _____
Print Name

Legal Entity: _____
Print Name

Accepted: _____
Signature

Date: _____

Contractor: ____Pinch A Penny_____
Print Name

Accepted: _____
Signature

Date: _____

Tab 5



Company Address PO BOX 471026
Lake Monroe, Florida 32747
US

Created Date 4/21/2023
Quote Number 00000035

Prepared By Paige Larson
Email paige@nsparkservices.com

Contact Name Dan Fagen

Bill To Name Glen St. John CDD; Care of Rizzetta
Bill To 3434 Colwell Avenue
Tampa, FL 33614
United States

Project Location Name Glen St Johns
Project Location St. Thomas Island Parkway and St. Croix in the
community of Glen St. Johns.
St. Augustine, Florida 32092
United States

Product	Line Item Description	Sales Price	Quantity	Total Price
Removal & Disposal	Removal and disposal of trash receptacle & picnic table.	\$300.00	1.00	\$300.00

Subtotal \$300.00
Discount 0.00%
Total Price \$300.00
Grand Total \$300.00

Thank you for the opportunity!
Please sign all lines below in acceptance of this quote and return via email. If you are sending a Purchase Order, please send to
custsvc@nsparkservices.com.

Signature: _____

Print Name: _____

Title: _____

Date: _____



Company Address PO BOX 471026
Lake Monroe, Florida 32747
US

Created Date 6/2/2023
Quote Number 00000056

Prepared By Paige Larson
Email paige@nspparkservices.com

Contact Name Jerry Demarco

Bill To Name Vesta Property Services
Bill To 245 Riverside Avenue, Suite 300
Jacksonville, FL 32202
United States

Project Location Glen St. Johns
Name
Project Location Saint Thomas Island Parkway
FL 32092
United States

Product	Line Item Description	Sales Price	Quantity	Total Price
Installation	Installation and assembly of 2 benches. One bench will be a replacement in the same playground and the other bench will replace the wooden bench in the park at the Amenity Center. (4130 ST. Thomas Island Pkwy, 32092)	\$600.00	1.00	\$600.00
Removal & Disposal	Removal and disposal of previous benches.	\$300.00	1.00	\$300.00

Subtotal \$900.00
Discount 0.00%
Total Price \$900.00
Grand Total \$900.00

Notes

Price based on performing this work at the same time as other 2 projects at this location (quote #'s 00000007 and 00000035). If not, please advise so a revised quote can be provided.

Thank you for the opportunity!
Please sign all lines below in acceptance of this quote and return via email. If you are sending a Purchase Order, please send to custsvc@nspparkservices.com.

Signature: _____
Print Name: _____
Title: _____
Date: _____



Company Address PO BOX 471026
Lake Monroe, Florida 32747
US

Created Date 4/10/2023
Quote Number 00000007

Prepared By Paige Larson
Email paige@nspparkservices.com

Contact Name Dan Fagen
Phone 904-355-1831
Email dfagen@vestapropertyservices.com

Bill To Name Vesta Property Services
Bill To 245 Riverside Avenue, Suite 300
Jacksonville, FL 32202
United States

Project Location Glen St. John
Name

Product	Line Item Description	Sales Price	Quantity	Total Price
Installation	Assembly and installation of picnic table and trash receptacle. Customer to order product directly from Southern Breeze. Both to be in ground mounted.	\$1,400.00	1.00	\$1,400.00
Cognicio Facility & Park Workflow Software Trial License	FREE TRIAL! Check out Cognicio's Facility & Park Workflow Software where you can manage your assets, maintenance records, inspections, and work orders. Call to schedule your demo today to get started! This is for a 30 day trial period. Here is the link: https://cognicio.com/	\$0.00	1.00	\$0.00

Subtotal \$1,400.00
Discount 0.00%
Total Price \$1,400.00
Grand Total \$1,400.00

Notes

*NOTE: REMOVAL AND DISPOSAL OF EXISTING PICNIC TABLE AND TRASH RECEPTACLE ARE NOT INCLUDED.

*Payment due at time of order and signed proposal.

Thank you for the opportunity!
Please sign all lines below in acceptance of this quote and return via email. If you are sending a Purchase Order, please send to custsvc@nspparkservices.com.

Signature: _____

Print Name: _____

Title: _____

Date: _____

Athletic Bench

Powder Coated Frame with Expanded Steel Seat

St. Augustine, Florida * www.southernbreezeof.com * (904) 315-3944

\$347.00 each + Tax + Shipping



6' Backless Bench



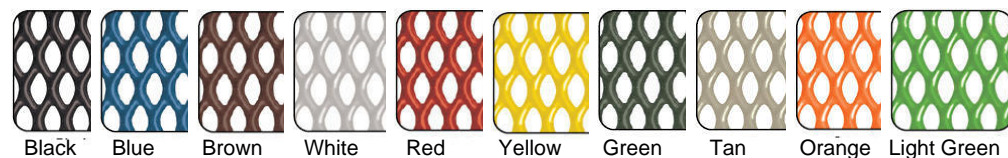
Cover Caps



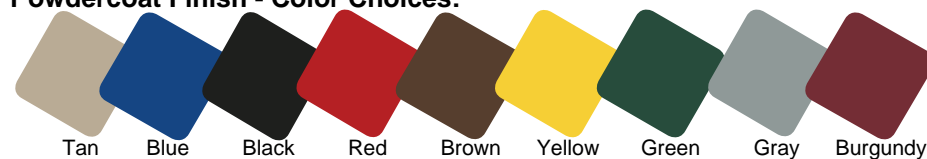
**Round Receptacle
Expanded Steel**

- * Extra heavy design to be stronger & more stable with a simple, clean style.
- * Sturdy, formed & welded steel frame construction with powder coat finish.
- * 3/16" steel seat support angle; frame posts and portable foot are fabricated from 2-3/8" OD steel pipe.
- * Seat materials are 2" x 10" wide thermo-plastic coated 3/4-#9 expanded steel plank.
- * Available in 4', 6', or 8'.

Expanded Steel - Color Choices:



Powdercoat Finish - Color Choices:



- * Thermo-plastic coating formulated with U.V. stabilizers for u.v protection.
- * Powder coat finish available in 9 Colors.
- * Expanded Steel available in 10 Colors.
- * Embedded or Portable/Surface Mount Options.



Quote: 2375

Date: 04/10/23

Quote Expires: 04/25/23

1128 Carmona Place, St. Augustine, FL 32092

Telephone: (904) 315-3933; (904) 315-3944

PROJECT:

Picnic Table & Trash Receptacle

BILLING ADDRESS:

Glen St Johns CDD c/o Rizzetta
3434 Colwell, Avenue
Tampa, FL 33614

SHIPPING ADDRESS:

Glen St Johns Amenity Center
1430 St. Thomas Island Parkway
St. John, FL 32092

PAYMENT TERMS: 100% PAYMENT DUE AT TIME OF ORDER

DESCRIPTION	STYLE	SIZE	FABRIC / FRAME	UNIT \$	QTY.	TOTAL \$
48" Round Picnic Table, Expanded Steel with Thermoplastic Coating; Powdercoated Frame; Embedded Installation	Expanded Steel Picnic Table; Embedded Installation	48"	Blue Seats & Top Gray Frame	\$1,479.00	1	\$1,479.00
Round Trash Receptacle, Expanded Steel with Thermoplastic Coating; Includes Rain Bonnet, Heavy Duty Rigid Plastic Liner, and Embedded Pedestal Mount	Expanded Steel Receptacle; Rain Bonnet, Liner, Embedded Pedestal Mount	32 Gal	Blue Receptacle Gray Rain Bonnet	\$650.00	1	\$650.00
						\$0.00
Estimated Lead Time: 45 Days + transit time.						\$0.00
Does NOT include assembly or installation.						\$0.00
						\$0.00

Freight Includes: Yes/No	Please Note: Due to increased demand for outdoor products, our industry is experiencing long production lead times, as well as longer transit times from all freight/LTL carriers. Lead times provided to you at the time your orders are submitted are *estimated* lead times, and are subject to change based on availability of materials, order volume, & shipping transit times.	Product Total	\$2,129.00
Call Prior to Delivery: Yes		Freight	\$466.00
Lift Gate: Yes		Tax Exempt	
Limited Access Delivery: No		TOTAL	\$2,595.00

TERMS & CONDITIONS: All sales are final and can not be cancelled, returned, or refunded. **A resale tax certificate or tax exemption certificate must be supplied at time of order.** If not received, sales tax will be applied. All orders are custom made to order & require 100% Payment Due at Time of Order. Checks should be made payable to Southern Breeze Outdoor Furnishings, LLC. All orders will be drop shipped to customer unless specified otherwise. **Additional freight and/or handling charges** may be applied, and not limited to, receipt services; residential, church, or school deliveries; lift gates; change in delivery address and/or rescheduling changes of delivery date, time, or location.

I agree to order specifications above, quantities, pricing, terms & conditions:

Southern Breeze Outdoor Furnishings, LLC

Purchaser's Signature / Printed Name Date

Chris Smith
Chris Smith - VP - Business Development

By signing below, I acknowledge that lead times and production do not begin until payment has been received.

Purchaser's Signature / Printed Name Date



1128 Carmona Place, St. Augustine, FL 32092
Telephone: (904) 315-3933; (904) 315-3944

Quote: 2417
Date: 06/05/23
Quote Expires: 06/20/23

PROJECT:

Park Benches & Trash Receptacle

BILLING ADDRESS:

Glen St Johns
76 Little Harbor Way
St. Augustine, FL 32092

SHIPPING ADDRESS:

Glen St Johns
76 Little Harbor Way
St. Augustine, FL 32092

PAYMENT TERMS: 100% PAYMENT DUE AT TIME OF ORDER

DESCRIPTION	STYLE	SIZE	FABRIC / FRAME	UNIT \$	QTY.	TOTAL \$
6' Channel Bench, Expanded Steel with Thermoplastic Coating; Powdercoated Frame; Embedded Installation	Expanded Steel Channel Bench; Embedded Installation	6'	TBD/TBD	\$655.00	2	\$1,310.00
Round Trash Receptacle, Expanded Steel with Thermoplastic Coating; Includes Dome Lid and Heavy Duty Rigid Plastic Liner. Portable	Expanded Steel Receptacle; Dome Lid and Liner-Portable	32 Gal	TBD/TBD	\$650.00	1	\$650.00
						\$0.00
Estimated Lead Time: 45 Days + transit time.						\$0.00
Does NOT include assembly or installation.						\$0.00
						\$0.00

Freight Includes: Yes/No	Please Note: Due to increased demand for outdoor products, our industry is experiencing long production lead times, as well as longer transit times from all freight/LTL carriers. Lead times provided to you at the time your orders are submitted are *estimated* lead times, and are subject to change based on availability of materials, order volume, & shipping transit times.	Product Total	\$1,960.00
Call Prior to Delivery: Yes		Freight	\$628.00
Lift Gate: Yes		Tax Exempt	
Limited Access Delivery: No		TOTAL	\$2,588.00

TERMS & CONDITIONS: All sales are final and can not be cancelled, returned, or refunded. A resale tax certificate or tax exemption certificate must be supplied at time of order. If not received, sales tax will be applied. All orders are custom made to order & require 100% Payment Due at Time of Order. Checks should be made payable to Southern Breeze Outdoor Furnishings, LLC. All orders will be drop shipped to customer unless specified otherwise. Additional freight and/or handling charges may be applied, and not limited to, receipt services; residential, church, or school deliveries; lift gates; change in delivery address and/or rescheduling changes of delivery date, time, or location.

I agree to order specifications above, quantities, pricing, terms & conditions:

Southern Breeze Outdoor Furnishings, LLC

/

Purchaser's Signature / Printed Name

Date

Chris Smith - VP - Business Development

By signing below, I acknowledge that lead times and production do not begin until payment has been received.

Purchaser's Signature / Printed Name

Date

Tab 6

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2023/2024, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Glen St Johns Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the St. Johns County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District's meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT:

1. The Fiscal Year 2023/2024 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 21st DAY OF JUNE, 2023.

**GLEN ST JOHNS COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

SECRETARY / ASST. SECRETARY

EXHIBIT “A”

**BOARD OF SUPERVISORS MEETING DATES
GLEN ST JOHNS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024**

**October 18, 2023
December 6, 2023
February 21, 2024
March 20, 2024
April 17, 2024
June 19, 2024
August 21, 2024
September 18, 2024**

All meetings will convene at 10:00 a.m., and will be held at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine FL 32095.