

Rivers Edge II
Community Development Districts

September 16, 2026

AGENDA

**Rivers Edge II
Community Development District**

475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.RiversEdge2CDD.com

September 9, 2026

Board of Supervisors
Rivers Edge II Community Development District

Dear Board Members:

The Rivers Edge II Community Development District Board of Supervisors Meeting is scheduled to be held on, **September 16, 2026 at 9:00 a.m. at the RiverHouse, 156 Landing Street, St. Johns, Florida 32259.**

Following is the agenda for the meeting:

- I. Call to Order
- II. Public Comment
- III. Approval of Consent Agenda
 - A. Minutes
 - 1. July 1, 2026 Special Joint Meeting
 - 2. August 19, 2026 Regular Board Meeting
 - B. Financial Statements as of July 31, 2026
 - C. Check Register
 - D. Ratification of Funding Request No. 68
- IV. Staff Reports
 - A. Landscape Maintenance – Report
 - B. District Engineer
 - C. District Counsel
 - D. District Manager
 - E. General Manager – Monthly Operations and Pond Reports

- V. Consideration of Resolution 2026-11, Setting a Public Hearing to Adopt Amended Rules of Procedure
- VI. Consideration of Pond Maintenance Addendum (Meadows)
- VII. Consideration of Landscape Maintenance Services Addendum (Springs)
- VIII. Consideration of Flock Agreement Renewal
- IX. Supervisor Requests
- X. Audience Comments
- XI. Next Scheduled Meeting – October 21, 2026 at 11:00 a.m. at the RiverHouse
- XII. Adjournment

PUBLIC CONDUCT: Members of the public are provided the opportunity for public comment during the meeting. Each member of the public is limited to three (3) minutes, at the discretion of the Presiding Officer, which may be shortened depending on the number of speakers. Speakers shall refrain from disorderly conduct, including launching personal attacks; the Presiding Officer shall have the discretion to remove any speaker that disregards the District's public decorum policies. Public comments are not a Q&A session; Board Supervisors are not expected to respond to questions during the public comment period.

THIRD ORDER OF BUSINESS

A.

1.

Minutes of Meeting
Rivers Edge, Rivers Edge II, and Rivers Edge III
Community Development Districts

A special meeting of the Board of Supervisors of the Rivers Edge, Rivers Edge II and Rivers Edge III Community Development Districts was held Wednesday, July 1, 2026 at 10:02 a.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

Rivers Edge

Mac McIntyre	Chairman
Scott Maynard	Vice Chairman
Frederick Baron	Supervisor
Robert Cameron	Supervisor
Christopher White	Supervisor

Rivers Edge II

D. J. Smith	Chairman
Jason Thomas	Vice Chairman
Jason Reid	Supervisor
Phillip Brandt	Supervisor
Jarrett OLeary	Supervisor

Rivers Edge III

D. J. Smith	Chairman
Jason Thomas	Vice Chairman
Stacy Robertson	Supervisor
Jarrett OLeary	Supervisor

Also present were:

Corbin deNagy	District Manager
Matt Biagetti	GMS
Mary Grace Henley	District Counsel
Lauren Gentry	District Counsel by telephone
Jason Davidson	Vesta/Amenity Services
Richard Losco	Vesta/Amenity Services
Kevin McKendree	Vesta/Amenity Services
Kim Fatuch	Vesta/Amenity Services
Ken Council	Vesta/Amenity Services

July 1, 2026

Rivers Edge CDD,
Rivers Edge II CDD, and
Rivers Edge III CDD

The following is a summary of the discussions and actions taken at the July 1, 2026 joint meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 10:02 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Proposals for Landscape and
Irrigation Maintenance Services**

Mr. deNagy stated you have four bids before you and you have had an opportunity to review those bids and I believe representatives of all the companies are here today and we will give them a few minutes to present their proposals, we will then have discussion then go into the scoring.

Ms. Henley stated some of you have done numerous of these and some are first timers. I will go over procedural notes before we get started. This is a formal RFP and is governed by not only the Districts' policies but Florida Law on all government procurement. There are strict limitations on what can be considered outside of the bid process. The award of the contract today is based on the evaluation criteria that we set up. District staff reviewed the submissions, and we reviewed for legal sufficiency. There are two items we flagged that we want to bring to your attention before we get started with two of the bidders. There are two ways to think about this, or two types of discrepancies; there is a material defect or an immaterial irregularity. Material defect means that the bid can be disqualified and immaterial can be waived by the boards, and taken into account in the scoring. Unfortunately, there was one bidder that did not submit the required bid bond that was required. We would consider this a material legal insufficiency. You can disqualify the vendor or consider the proposal without the bid bond and take that into account in your ranking. Ruppert did attend the first mandatory pre-bid meeting but did not attend the second one. The material issue is the lack of a bid bond.

Supervisors Baron and McIntyre joined the meeting at this time.

On MOTION by Mr. White seconded by Mr. Cameron with all in favor Ruppert was disqualified by Rivers Edge.

On MOTION by Mr. Reid seconded by Mr. Brandt with all in favor Ruppert was disqualified by Rivers Edge II.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor Ruppert was disqualified by Rivers Edge III.

Ms. Henley stated the other legal issue we wanted to flag was Yardnique's proposal they did submit all the required forms, they were all signed, but none of the forms were notarized. This is not as cut and dry and the bid bond issue, it is something that is up to you if you see that as a material deficiency. Legally speaking, that means the other forms from the other bidders were submitted under oath. My recommendation would be to move forward with scoring but that is something to keep in mind when you are scoring.

Mr. deNagy stated a maximum of 20 points in the scoring of this bid is for cost, which calculated with a formula based on the lowest proposed cost divided by the proposer's cost multiplied by 20 points. Yardnique was the lowest price so based on that formula Yardnique would get 20 points, ULS would get 19.15 points, Yellowstone would be 16.35 points.

Representatives of ULS, Yardnique and Yellowstone each gave a presentation on what they felt were the strong points of their company followed by a Q&A by the board members on mulch, number of irrigation techs, outsourcing, amount of pine straw, training of new employees, current resources, irrigation repairs, and number of employees dedicated to the district.

After the presentations, each board approved a scorecard with scores for each proposer for each criteria that was established for purposes of ranking the bids. That discussion resulted in the following overall scores:

Rivers Edge: Yardnique total 78, ULS total 83.15, Yellowstone total 91.35

Rivers Edge II: Yardnique total 80, ULS total 79.15, Yellowstone total 96.35

Rivers Edge III: Yardnique total 80, ULS total 79.15, and Yellowstone total 96.35

Mr. deNagy stated the average for Yardnique would be 79.33, ULS would be 80.48 and Yellowstone would be 94.68.

On MOTION by Mr. Maynard seconded by Mr. McIntyre with all in favor the scoring as read into the record was approved and a contract will be awarded to Yellowstone for Rivers Edge CDD.

On MOTION by Mr. Reid seconded by Mr. Smith with all in favor the scoring as read into the record was approved and a contract will be awarded to Yellowstone by Rivers Edge II CDD.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor the scoring as read into the record was approved and a contract will be awarded to Yellowstone by Rivers Edge III CDD.

FOURTH ORDER OF BUSINESS

Discussion of Capital Plan

Mr. deNagy stated this item was added to the agenda. We initially talked about just the landscape maintenance RFP but we had a request to have this discussion at the joint meeting. This is the capital projects list you have seen over the last few months. These are the capital projects your onsite staff put together as a plan for what we think is going to happen in fiscal year 2027. The purpose of putting these projects into your capital reserve budget was that we would break these items out as a cost share and, by adopting the capital reserve budget, you are telling staff that you want to move forward with these projects. The intent is by having you approve this upfront, that would save us from having to come back to you and get cost-share approval for each item. The boards are not obligated to do it this way.

Mr. Maynard asked is there a priority to this list in order of timing?

Mr. McKendree stated it is not in a priority listing.

Mr. Maynard stated if all of those were approved, you have a priority order of how those get approved.

Mr. deNagy stated to be clear I did give you copies of each district's capital reserve budget. I had the proposed capital reserve contributions, which covers all these costs. There is funding to do these projects.

Mr. Maynard asked if we budget X for one of these projects and a bid comes in above that cost? Are you going to come to each board for approval to exceed that cost?

Mr. Davidson stated yes, if we give you a budgeted amount of \$100,000 and it comes in at \$107,000, we will bring that back to the board for approval.

Mr. deNagy stated if it comes in above the projected cost, we would bring that back to each board but if it came in under that cost, we would bring the proposals to the home district for the project for award but we don't go back to the other two district's because they have already approved the cost share.

Mr. Baron stated awarding the contract will always be done by the board.

Mr. deNagy stated yes.

Mr. Baron stated my other concern is making this known to the public so the contractors know what we have approved. I propose pulling the two highest items, the RiverFront park and the pool costs and approve the rest of the budget accordingly.

Mr. deNagy stated if that is the way you want to go, I would take it out of your expenditure budget but the contribution would still be there. We can modify the budget if you want to add it later, but it wouldn't affect your ability to do the project.

After discussion it was the consensus of the three boards to remove the following items from the capital reserve budget: pool equipment, RiverFront Park dock, pickleball and tennis courts survey, basketball hoops, RiverHouse fencing and parking lot, and playground.

FIFTH ORDER OF BUSINESS

Other Business

There being none,

On MOTION by Mr. Cameron seconded by Mr. White with all in favor the Rivers Edge meeting adjourned at 12:02 p.m.
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On MOTION by Mr. Reid seconded by Mr. Brandt with all in favor Rivers Edge II adjourned at 12:02 p.m.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor Rivers Edge III adjourned at 12:02 p.m.

July 1, 2026

Rivers Edge CDD,
Rivers Edge II CDD, and
Rivers Edge III CDD

Secretary/Assistant Secretary

Chairman/Vice Chairman

2.

MINUTES OF MEETING
RIVERS EDGE II COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Rivers Edge II Community Development District was held on Wednesday, August 19, 2026 at 10:25 a.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

DJ Smith	Chairman
Jason Thomas	Vice Chairman
James Reid <i>by phone</i>	Supervisor
Jarrett O’Leary	Supervisor
Phil Brandt	Supervisor

Also present were:

Corbin deNagy	District Manager
Mary Grace Henley	District Counsel
Ryan Stilwell <i>by phone</i>	District Engineer
Jason Davidson	Regional General Manager
Richard Losco	General Manager
Kevin McKendree	Field Operations Manager
Kim Fatuch	Vesta Property Services
Lisa McCormick	Vesta Property Services
Mike Scuncio	Yellowstone Landscape
Garrett Cannady	Yellowstone Landscape
Several Residents	

The following is a summary of the discussions and actions taken at the August 19, 2026 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 10:25 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Minutes of the June 17, 2026 Meeting
- B. Financial Statements as of June 30, 2026
- C. Check Register

Copies of the minutes, the financial statements, the check register totaling \$364,415.32, and boundary amendment funding request number five totaling \$875.75 were included in the agenda package for the Board's review.

Mr. deNagy stated that Rivers Edge II's portion of the Gardens asphalt repairs and the RiverHouse pool repairs came in at \$341,641.08. Going forward, a due to or from section would be added to the balance sheet to show pending cost share expenditures. Additionally, the café expenditures and revenues will be broken out.

On MOTION by Mr. Brandt seconded by Mr. Smith with all in favor, the consent agenda was approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance –Report

Mr. Scuncio provided an overview of Yellowstone's report, a copy of which was included in the agenda package for the Board's review.

B. District Engineer – Acceptance of the Public Facilities Report

Mr. Stilwell reminded the Board that the public facilities report is required to be updated every seven years per Florida Statutes. The report describes the current facilities and any future planned development.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor, the public facilities report was accepted.

C. District Counsel

Ms. Henley informed the Board that her firm circulated a memorandum on the new requirement to accept electronic payments to the district manager.

D. District Manager

1. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2027

Mr. deNagy presented a proposed meeting schedule including meetings on the third Wednesday of each month. He asked if the board members would be okay with moving the meeting time to 11:00 a.m. to allow the Rivers Edge CDD board to meet first due to the order of the approval of the majority of the cost share requests.

There were no objections.

On MOTION by Mr. Brandt seconded by Mr. Thomas with all in favor fiscal year 2027 meeting schedule was approved with the meeting time amended to 11:00 a.m. contingent on the Rivers Edge CDD board approving an amendment in their meeting time to 9:00 a.m.

2. Consideration of Goals & Objectives for Fiscal Year 2027

Mr. deNagy presented proposed goals and objectives, noting the goals are largely compliance based.

On MOTION by Mr. Thomas seconded by Mr. Smith with all in favor the goals and objectives for fiscal year 2027 were approved as presented.

E. General Manager - Monthly Operations and Pond Reports

Copies of the monthly operations and pond reports were included in the agenda for Board review.

Mr. Losco asked for ratification of the emergency approval of a replacement of the bar refrigerator for a total of \$4,561.

On MOTION by Mr. Smith seconded by Mr. Brandt with all in favor purchase of a bar refrigerator was ratified.

FIFTH ORDER OF BUSINESS

Ratification of Engagement Letter with Grau & Associates for the Fiscal Year 2026 Audit

Mr. deNagy informed the Board that the fee for fiscal year 2026 would be \$8,700. A copy of the engagement letter was included in the agenda package for the Board's review.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor the engagement letter with Grau & Associates was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Cost Share Request for the RiverHouse Renovation Project

Mr. Losco presented the cost share requests for renovating the RiverHouse for a total of \$90,172 for new furniture and between \$82,095 and \$101,596, depending on the contractor, for the construction portion of the project. Rivers Edge II's portion would come to \$26,582.71 for the furniture. It was noted the capital reserve study projected \$80,000, so the project would go over the budget.

Mr. Brandt asked why the kitchen is being moved.

Mr. McKendree responded that the Chairman of CDD 1 felt that it would provide for more counter space and a better seating arrangement.

Mr. Smith stated that he would only approve the renovation project if the homeschool group is no longer allowed to use the facility due to the wear and tear that is caused.

On MOTION by Mr. Brandt seconded by Mr. Smith with all in favor the cost share request for the renovation was approved at an amount not to exceed \$55,000 for Rivers Edge II's share with the preferred contractor being Houser Construction and contingent on the license agreement with St. Johns Enrichment being revoked.

SEVENTH ORDER OF BUSINESS

Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027

Mr. deNagy provided an overview of the fiscal year 2027 budget, noting there is a 22% increase in assessments being proposed. The increase is primarily due to the homeowner's assessments increasing in a phased approach to ensure assessments will cover the entirety of the budget when the developer is no longer deficit funding the district or providing developer contributions. This is expected to be the last year of developer funding. Mattamy is funding \$555,000 of the budget for FY27.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor the public hearings were opened.

A resident asked if the 1,196 total units listed in the budget is a projection for closed homes going through fiscal year 2027.

Mr. deNagy responded it is the estimated platted lots.

The resident asked how many homes are remaining.

Mr. deNagy responded that roughly 200 units are not yet platted.

The resident asked how old the reserve study is.

Mr. deNagy responded that it was done in 2025.

On MOTION by Mr. Brandt seconded by Mr. Smith with all in favor the public hearings were closed.

A. Consideration of Resolution 2026-09, Relating to Annual Appropriations and Adopting the Budget

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor resolution 2026-09, relating to annual appropriations and adopting the budget was approved.

B. Consideration of Resolution 2026-10, Imposing Special Assessments and Certifying an Assessment Roll

On MOTION by Mr. Brandt seconded by Mr. Smith with all in favor resolution 2026-10, imposing special assessments and certifying an assessment roll was approved.

C. Consideration of Deficit Funding Agreement with Mattamy

Mr. deNagy stated that the agreement states that Mattamy will fund any portion of the budget that the assessments do not cover.

On MOTION by Mr. Brandt seconded by Mr. Thomas with all in favor the deficit funding agreement with Mattamy was approved.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 16,
2026 at 9:00 a.m. at the RiverHouse**

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Thomas seconded by Mr. Smith with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Rivers Edge II
Community Development District

Unaudited Financial Reporting
July 31, 2026



Rivers Edge II
Community Development District
Combined Balance Sheet
July 31, 2026

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Café Fund	Totals Governmental Funds
Assets:						
Cash:						
Operating Account	\$ 233,286	\$ -	\$ 21,633	\$ -	\$ -	\$ 254,919
Due from Vesta - Café	44,340	-	-	-	10,322	54,662
Due from General Fund	-	-	-	-	82,769	82,769
Due from Developer	876	-	-	-	-	876
Investments:						
State Board of Administration (SBA)	5,828	-	32,742	-	-	38,570
Custody	156,155	-	-	-	-	156,155
Series 2020						
Reserve	-	228,603	-	-	-	228,603
Revenue	-	374,214	-	-	-	374,214
Prepayment	-	289	-	-	-	289
Construction	-	-	-	5,243	-	5,243
Series 2021						
Reserve	-	224,563	-	-	-	224,563
Revenue	-	329,032	-	-	-	329,032
Prepayment	-	17,200	-	-	-	17,200
Construction	-	-	-	2,469	-	2,469
Series 2026						
Reserve	-	165,838	-	-	-	165,838
Capital Interest	-	119,953	-	-	-	119,953
Construction	-	-	-	765,268	-	765,268
COI	-	-	-	5,400	-	5,400
Prepaid Expenses	3,797	-	-	-	-	3,797
Deposits	16,840	-	-	-	-	16,840
Total Assets	\$ 461,121	\$ 1,459,691	\$ 54,376	\$ 778,381	\$ 93,091	\$ 2,846,659
Liabilities:						
Accounts Payable	\$ 30,349	\$ -	\$ -	\$ -	\$ -	\$ 30,349
Accrued Expenses	9,017	-	-	-	-	9,017
Due to Mattamy	360	-	-	-	-	360
Due to Café Fund	82,769	-	-	-	-	82,769
Total Liabilities	\$ 122,494	\$ -	\$ -	\$ -	\$ -	\$ 122,494
Fund Balance:						
Nonspendable:						
Prepaid Items	\$ 3,797	\$ -	\$ -	\$ -	\$ -	\$ 3,797
Deposits	16,840	-	-	-	-	16,840
Restricted for:						
Debt Service - Series	-	1,459,691	-	-	-	1,459,691
Capital Project - Series	-	-	-	778,381	-	778,381
Assigned for:						
Capital Reserve Fund	-	-	54,376	-	-	54,376
Café Operations	-	-	-	-	93,091	93,091
Unassigned	317,990	-	-	-	-	317,990
Total Fund Balances	\$ 338,627	\$ 1,459,691	\$ 54,376	\$ 778,381	\$ 93,091	\$ 2,724,165
Total Liabilities & Fund Balance	\$ 461,121	\$ 1,459,691	\$ 54,376	\$ 778,381	\$ 93,091	\$ 2,846,659

Rivers Edge II
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/26	Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,266,432	\$ 1,266,432	\$ 1,648,609	\$ 382,176
Special Assessments - Direct Bill	185,789	37,998	37,998	-
Administrative Assessments on Unplatted Land	60,606	-	-	-
Developer Contributions	996,043	-	-	-
Café Gross Sales*	554,106	-	-	-
Miscellaneous Income	1,500	1,500	2,606	1,106
Special Events	3,500	2,917	-	(2,917)
Interest	5,000	5,000	15,654	10,654
Total Revenues	\$ 3,072,977	\$ 1,313,847	\$ 1,704,867	\$ 391,020
Expenditures:				
General & Administrative:				
Supervisor Fees	\$ 4,800	\$ 4,000	\$ 3,400	\$ 600
FICA Taxes	367	306	260	46
District Engineering	15,000	15,000	16,589	(1,589)
District Counsel	35,000	29,167	23,982	5,185
District Management	41,292	34,410	34,410	-
Assessment Roll Administration	5,899	5,899	5,899	-
Dissemination Agent	5,899	4,916	5,524	(608)
Information Technology	2,124	1,770	1,770	-
Website Administration	1,416	1,180	1,180	-
Annual Audit	5,500	5,500	6,600	(1,100)
Trustee Fees	11,000	9,167	10,796	(1,629)
Arbitrage Rebate	1,200	1,200	2,850	(1,650)
Telephone	200	167	38	129
Postage & Delivery	1,000	1,000	1,634	(634)
Printing & Binding	250	250	1,110	(860)
Insurance General Liability	8,713	8,210	8,210	-
Legal Advertising	3,500	2,917	1,550	1,366
Other Current Charges	1,750	1,458	1,172	286
Office Supplies	150	125	7	118
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 145,235	\$ 126,815	\$ 127,156	\$ (340)
Operations & Maintenance				
Ground Maintenance:				
Cost Share Landscaping - Rivers Edge	\$ 313,604	\$ 261,337	\$ 261,337	\$ -
Cost Share Landscaping - Rivers Edge III	186,679	155,566	155,566	-
Field Operations Management (Vesta)	41,230	34,358	34,358	-
Landscape Maintenance	429,489	357,908	357,330	578
Lake Maintenance	28,000	28,000	31,971	(3,971)
Landscape Contingency	80,000	80,000	168,778	(88,778)
Irrigation Repairs and Replacement	40,000	33,333	19,840	13,493
Irrigation Water Use	70,000	58,334	51,431	6,902
Streetlighting	28,000	23,333	18,299	5,034
Subtotal Ground Maintenance	\$ 1,217,002	\$ 1,032,168	\$ 1,098,910	\$ (66,741)

Rivers Edge II
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
<u>Amenity Center - River Club:</u>				
Cost Share Amenity - Rivers Edge	\$ 2,365	\$ 1,971	\$ 1,971	\$ -
General Manager (Vesta)	48,911	40,759	42,189	(1,429)
Amenity Manager (Vesta)	56,504	47,086	47,086	-
Maintenance Service (Vesta)	109,264	91,053	91,053	-
Lifestyle Director (Vesta)	45,426	37,855	37,855	-
Guest Services (Vesta)	97,381	81,151	81,151	-
Security Monitoring	5,000	4,167	720	3,447
Telephone	14,040	11,700	9,491	2,209
Insurance	79,689	72,785	72,785	-
Pool Chemicals (Poolsure)	15,000	12,500	11,968	532
Janitorial Services (Vesta)	34,833	29,028	29,028	-
Access Cards	3,500	2,917	-	2,917
Window Cleaning	1,000	833	-	833
Pressure Washing	2,500	2,083	1,300	783
Natural Gas	5,000	4,167	4,825	(658)
Electric	29,950	24,958	21,499	3,459
Water & Sewer	18,395	15,329	14,709	620
Repair and Replacements	90,000	75,000	65,639	9,361
Refuse	26,000	21,667	14,840	6,826
Pest Control	1,920	1,920	1,942	(22)
License & Permits	1,000	833	350	483
Other Current	500	417	-	417
Special Events	30,000	25,000	27,020	(2,020)
Holiday Decorations	35,000	29,167	4,200	24,967
Office Supplies & Postage	750	625	-	625
Contingency	2,706	2,255	-	2,255
Subtotal Amenity Center - River Club	\$ 756,634	\$ 637,226	\$ 581,620	\$ 55,606
<u>Café Operations:*</u>				
Café-Cost of Goods Sold	\$ 256,008	\$ -	\$ -	\$ -
Café-Labor	258,058	-	-	-
Café-Bank Fees	24,215	-	-	-
Other Expenses related to Café Operations	2,729	-	-	-
Café Management	13,097	-	-	-
Subtotal Café Operations	\$ 554,106	\$ -	\$ -	\$ -
Total Operations & Maintenance	\$ 2,527,742	\$ 1,669,394	\$ 1,680,530	\$ (11,136)
Total Expenditures	\$ 2,672,977	\$ 1,796,209	\$ 1,807,686	\$ (11,476)
Excess (Deficiency) of Revenues over Expenditures	\$ 400,000	\$ (482,362)	\$ (102,818)	\$ 402,496
<u>Other Financing Sources/(Uses):</u>				
Capital Reserve Funding	\$ 400,000	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ 400,000	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ (482,362)	\$ (102,818)	\$ 402,496
Fund Balance - Beginning	\$ -		\$ 441,445	
Fund Balance - Ending	\$ -		\$ 338,627	

* Café Operations were budgeted in the General Fund. Effective FY 2026, café activity is accounted for in the Café Special Revenue Fund; see the Café Operations Supplemental Report. Budget amounts remain here for comparison, so the variance shown is not a true savings.

Rivers Edge II
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 825,042	\$ 665,752	\$ 3,575	\$ 93,894	\$ 16,342	\$ 28,996	\$ -	\$ 5,093	\$ 9,914	\$ -	\$ -	\$ 1,648,609
Special Assessments - Direct Bill	18,999	9,500	9,500	-	-	-	-	-	-	-	-	-	37,998
Administrative Assessments on Unplatted Land	-	-	-	-	-	-	-	-	-	-	-	-	-
Developer Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Café Gross Sales*	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Income	20	39	-	80	30	487	568	416	199	768	-	-	2,606
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	100	103	277	886	2,780	2,985	3,123	2,445	1,640	1,315	-	-	15,654
Total Revenues	\$ 19,119	\$ 834,684	\$ 675,528	\$ 4,540	\$ 96,705	\$ 19,814	\$ 32,687	\$ 2,860	\$ 6,932	\$ 11,998	\$ -	\$ -	\$ 1,704,867
Expenditures:													
<u>General & Administrative:</u>													
Supervisor Fees	\$ 200	\$ -	\$ 200	\$ 1,000	\$ 200	\$ 400	\$ 200	\$ 400	\$ 400	\$ 400	\$ -	\$ -	\$ 3,400
FICA Taxes	15	-	15	77	15	31	15	31	31	31	-	-	260
District Engineering	1,233	1,469	3,838	2,658	3,420	-	-	1,586	860	1,525	-	-	16,589
District Counsel	2,393	3,194	2,840	610	2,455	2,207	2,856	2,830	2,966	1,631	-	-	23,982
District Management	3,441	3,441	3,441	3,441	3,441	3,441	3,441	3,441	3,441	3,441	-	-	34,410
Assessment Roll Administration	5,899	-	-	-	-	-	-	-	-	-	-	-	5,899
Dissemination Agent	692	492	492	492	492	492	692	492	492	700	-	-	5,524
Information Technology	177	177	177	177	177	177	177	177	177	177	-	-	1,770
Website Administration	118	118	118	118	118	118	118	118	118	118	-	-	1,180
Annual Audit	-	-	-	-	-	-	-	6,600	-	-	-	-	6,600
Trustee Fees	5,000	-	-	-	-	-	-	4,101	1,695	-	-	-	10,796
Arbitrage Rebate	-	-	-	1,800	-	-	-	-	450	600	-	-	2,850
Telephone	-	-	8	-	-	-	13	-	16	-	-	-	38
Postage & Deleivery	46	304	34	136	14	71	44	78	65	841	-	-	1,634
Printing & Binding	20	11	28	23	48	31	23	38	79	811	-	-	1,110
Insurance General Liability	8,210	-	-	-	-	-	-	-	-	-	-	-	8,210
Legal Advertising	181	92	92	-	-	106	-	65	-	1,016	-	-	1,550
Other Current Charges	-	-	81	138	157	172	165	166	112	182	-	-	1,172
Office Supplies	1	1	0	1	1	1	1	1	1	1	-	-	7
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 27,801	\$ 9,297	\$ 11,364	\$ 10,670	\$ 10,537	\$ 7,245	\$ 7,745	\$ 20,122	\$ 10,902	\$ 11,473	\$ -	\$ -	\$ 127,156
<u>Operations & Maintenance</u>													
<u>Ground Maintenance:</u>													
Cost Share Landscaping - Rivers Edge	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ 26,134	\$ -	\$ -	\$ 261,337
Cost Share Landscaping - Rivers Edge III	15,557	15,557	15,557	15,557	15,557	15,557	15,557	15,557	15,557	15,557	-	-	155,566
Field Operations Management (Vesta)	3,436	3,436	3,436	3,436	3,436	3,436	3,436	3,436	3,436	3,436	-	-	34,358
Landscape Maintenance	35,733	35,733	35,733	38,628	38,628	38,628	38,628	29,943	29,943	35,733	-	-	357,330
Lake Maintenance	2,569	2,569	3,075	2,569	7,289	3,095	2,569	2,569	3,095	2,569	-	-	31,971
Landscape Contingency	19,060	-	5,714	11,270	25,820	2,800	71,094	7,800	1,020	24,199	-	-	168,778
Irrigation Repairs and Replacement	2,497	-	-	354	1,834	11,320	-	-	-	3,835	-	-	19,840
Irrigation Water Use	4,108	3,373	2,624	4,805	1,264	2,055	6,582	10,720	9,067	6,833	-	-	51,431
Streetlighting	1,909	1,760	1,716	1,941	1,926	1,656	1,881	1,608	1,811	2,092	-	-	18,299
Subtotal Ground Maintenance	\$ 111,003	\$ 88,561	\$ 93,988	\$ 104,693	\$ 121,887	\$ 104,680	\$ 165,880	\$ 97,767	\$ 90,062	\$ 120,387	\$ -	\$ -	\$ 1,098,910

Rivers Edge II
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Amenity Center - River Club:</u>													
Cost Share Amenity - Rivers Edge	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ -	\$ -	1,971
General Manager (Vesta)	4,251	4,200	4,208	4,223	4,218	4,234	4,223	4,201	4,224	4,207	-	-	42,189
Amenity Manager (Vesta)	4,709	4,709	4,709	4,709	4,709	4,709	4,709	4,709	4,709	4,709	-	-	47,086
Maintenance Service (Vesta)	9,105	9,105	9,105	9,105	9,105	9,105	9,105	9,105	9,105	9,105	-	-	91,053
Lifestyle Director (Vesta)	3,786	3,786	3,786	3,786	3,786	3,786	3,786	3,786	3,786	3,786	-	-	37,855
Guest Services (Vesta)	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	-	-	81,151
Security Monitoring	-	-	615	-	-	105	-	-	-	-	-	-	720
Telephone	989	990	1,016	990	1,028	1,028	1,028	1,028	1,033	363	-	-	9,491
Insurance	72,785	-	-	-	-	-	-	-	-	-	-	-	72,785
Pool Maintenance (Vesta)	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Chemicals (Poolsure)	1,158	1,158	1,158	1,205	1,205	1,205	1,205	1,205	1,235	1,235	-	-	11,968
Janitorial Services (Vesta)	2,903	2,903	2,903	2,903	2,903	2,903	2,903	2,903	2,903	2,903	-	-	29,028
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
Window Cleaning	-	-	-	-	-	-	-	-	-	-	-	-	-
Pressure Washing	-	-	-	-	650	-	-	-	-	650	-	-	1,300
Natural Gas	369	337	407	297	394	808	708	615	526	365	-	-	4,825
Electric	2,143	1,834	1,933	2,193	2,388	2,104	2,151	2,035	2,272	2,447	-	-	21,499
Water & Sewer	738	1,020	1,183	1,258	972	1,021	1,067	2,247	3,019	2,184	-	-	14,709
Repair and Replacements	1,919	2,964	8,375	11,041	1,223	4,442	13,036	7,234	6,260	9,145	-	-	65,639
Refuse	1,185	1,184	1,190	1,464	1,464	1,411	1,926	1,607	1,607	1,803	-	-	14,840
Pest Control	122	122	514	126	426	126	126	126	126	126	-	-	1,942
License & Permits	-	-	-	-	-	-	-	-	350	-	-	-	350
Other Current	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	5,125	975	2,425	250	2,850	3,000	5,120	1,700	2,350	3,225	-	-	27,020
Holiday Decorations	-	-	4,200	-	-	-	-	-	-	-	-	-	4,200
Office Supplies & Postage	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Amenity Center - River Club	\$ 119,598	\$ 43,599	\$ 56,038	\$ 51,861	\$ 45,632	\$ 48,298	\$ 59,404	\$ 50,813	\$ 51,816	\$ 54,562	\$ -	\$ -	581,620
<u>Café Operations:*</u>													
Café-Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Café-Labor	-	-	-	-	-	-	-	-	-	-	-	-	-
Café-Bank Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses related to Café Operations	-	-	-	-	-	-	-	-	-	-	-	-	-
Café Management	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Café Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Operations & Maintenance	\$ 230,601	\$ 132,161	\$ 150,026	\$ 156,554	\$ 167,519	\$ 152,978	\$ 225,285	\$ 148,579	\$ 141,878	\$ 174,949	\$ -	\$ -	1,680,530
Total Expenditures	\$ 258,402	\$ 141,458	\$ 161,390	\$ 167,224	\$ 178,056	\$ 160,223	\$ 233,030	\$ 168,701	\$ 152,780	\$ 186,422	\$ -	\$ -	1,807,686
Excess (Deficiency) of Revenues over Expenditures	\$ (239,282)	\$ 693,226	\$ 514,138	\$ (162,684)	\$ (81,352)	\$ (140,409)	\$ (200,343)	\$ (165,841)	\$ (145,848)	\$ (174,424)	\$ -	\$ -	(102,818)
<u>Other Financing Sources/Uses:</u>													
Capital Reserve Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Net Change in Fund Balance	\$ (239,282)	\$ 693,226	\$ 514,138	\$ (162,684)	\$ (81,352)	\$ (140,409)	\$ (200,343)	\$ (165,841)	\$ (145,848)	\$ (174,424)	\$ -	\$ -	(102,818)

Rivers Edge II
Community Development District
Debt Service Fund Series 2020
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/26	Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 462,928	\$ 462,928	\$ 461,209	\$ (1,718)
Interest Income	5,000	5,000	20,355	15,355
Total Revenues	\$ 467,928	\$ 467,928	\$ 481,565	\$ 13,637
Expenditures:				
Interest - 11/1	\$ 160,111	\$ 160,111	\$ 160,111	\$ -
Principal Prepayment - 11/1	-	-	5,000	(5,000)
Interest - 5/1	160,111	160,111	159,989	123
Principal - 5/1	135,000	135,000	135,000	-
Principal Prepayment - 5/1	-	-	5,000	(5,000)
Total Expenditures	\$ 455,223	\$ 455,223	\$ 465,100	\$ (9,878)
Excess (Deficiency) of Revenues over Expenditures	\$ 12,705	\$ 12,705	\$ 16,465	\$ 3,759
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 12,705	\$ 12,705	\$ 16,465	\$ 3,759
Fund Balance - Beginning	\$ 346,655		\$ 586,642	
Fund Balance - Ending	\$ 359,361		\$ 603,106	

Rivers Edge II
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/26	Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 305,887	\$ 305,887	\$ 473,468	\$ 167,581
Special Assessments - Direct Bill	245,810	24,467	24,467	-
Prepayments	-	-	761,474	761,474
Interest Income	5,000	5,000	23,583	18,583
Total Revenues	\$ 556,697	\$ 335,354	\$ 1,282,993	\$ 947,638
Expenditures:				
Interest - 11/1	\$ 149,075	\$ 149,075	\$ 149,075	\$ -
Principal Prepayment - 11/1	-	-	5,000	(5,000)
Principal Prepayment - 2/1	-	-	750,000	(750,000)
Interest - 2/1	-	-	6,839	(6,839)
Interest - 5/1	149,075	149,075	135,298	13,778
Principal - 5/1	200,000	200,000	180,000	20,000
Principal Prepayment - 5/1	-	-	25,000	(25,000)
Total Expenditures	\$ 498,150	\$ 498,150	\$ 1,251,211	\$ (753,061)
Excess (Deficiency) of Revenues over Expenditures	\$ 58,547	\$ (162,796)	\$ 31,781	\$ 194,577
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 58,547	\$ (162,796)	\$ 31,781	\$ 194,577
Fund Balance - Beginning	\$ 282,848		\$ 539,013	
Fund Balance - Ending	\$ 341,396		\$ 570,794	

Rivers Edge II
Community Development District
Debt Service Fund Series 2026
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/26	Thru 07/31/26	Variance
Revenues:				
Bond Proceeds	\$ -	\$ -	\$ 284,509	\$ 284,509
Interest Income	-	-	1,282	1,282
Total Revenues	\$ -	\$ -	\$ 285,791	\$ 285,791
Expenditures:				
Interest - 11/1	\$ -	\$ -	\$ -	\$ -
Interest - 5/1	-	-	-	-
Principal - 5/1	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 285,791	\$ 285,791
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ -	\$ 285,791	\$ 285,791
Fund Balance - Beginning	\$ -		\$ -	
Fund Balance - Ending	\$ -		\$ 285,791	

Rivers Edge II
Community Development District
Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
<u>Revenues</u>				
Capital Reserve Funding	\$ 400,000	\$ -	\$ -	\$ -
Interest	1,000	1,000	1,836	836
Total Revenues	\$ 401,000	\$ 1,000	\$ 1,836	\$ 836
<u>Expenditures:</u>				
Repair and Replacements	\$ 50,000	\$ 50,000	\$ 69,466	\$ (19,466)
RiverHouse Access Control System (C/S)	4,422	4,422	6,102	(1,680)
RiverHouse Painting (C/S)	26,733	22,278	14,590	7,687
RiverHouse Furniture (C/S)	23,584	-	-	-
RiverHouse A/C Unit Replacement (C/S)	32,428	-	-	-
RiverHouse Tennis Court Fencing (C/S)	23,584	-	-	-
RiverHouse Pool Pump Sand Filtration (C/S)	36,850	-	-	-
Permanent Holiday Lighting (C/S)	22,995	-	-	-
Playground Equipment (C/S)	5,896	-	-	-
Pocket Parks Equipment Repair/Replacement (C/S)	13,075	-	-	-
Maintenance Golf Cart (C/S)	2,948	-	-	-
Maintenance Work Truck (C/S)	19,162	15,968	18,493	(2,525)
Total Expenditures	\$ 261,677	\$ 92,668	\$ 108,651	\$ (15,983)
Excess (Deficiency) of Revenues over Expenditures	\$ 139,323	\$ (91,668)	\$ (106,815)	\$ 16,820
<u>Other Financing Sources/(Uses)</u>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 139,323		\$ (106,815)	
Fund Balance - Beginning	\$ 130,665		\$ 161,190	
Fund Balance - Ending	\$ 269,988		\$ 54,376	

Rivers Edge II
Community Development District
Statement of Revenues and Expenditures

Capital Projects Funds

For The Period Ending July 31, 2026

Description	SE 2020	SE 2021	SE 2026
<u>Revenues</u>			
Bond Proceeds	\$ -	\$ -	\$ 4,555,491
Interest	172	79	3,486
Transfer In	-	-	-
Total Revenues	\$ 172	\$ 79	\$ 4,558,978
<u>Expenditures</u>			
Capital Outlay	\$ -	\$ 785	\$ 3,487,663
Transfer Out	-	-	-
Underwriter's Discount	-	-	96,800
Cost of Issuance	-	-	203,847
Total Expenditures	\$ -	\$ 785	\$ 3,788,309
Excess Revenues (Expenditures)	\$ 172	\$ (706)	\$ 770,668
Beginning Fund Balance	\$ 5,071	\$ 3,176	\$ -
Ending Fund Balance	\$ 5,243	\$ 2,469	\$ 770,668

Rivers Edge II
Community Development District
Special Revenue Fund - Café Operations*
For The Period Ending July 31, 2026

	Adopted*	Prorated Budget	Actual	
	Budget	Thru 07/31/26	Thru 07/31/26	Variance
Revenues				
Café Gross Sales	\$ 554,106	\$ 554,106	\$ 938,172	\$ 384,066
Total Revenues	\$ 554,106	\$ 554,106	\$ 938,172	\$ 384,066
Expenditures:				
Café-Cost of Goods Sold	\$ 256,008	\$ 256,008	\$ 345,058	\$ (89,051)
Café-Labor	258,058	258,058	411,751	(153,693)
Café-Bank Fees	24,215	24,215	36,132	(11,917)
Other Expenses related to Café Operations	2,729	2,274	1,595	679
Café Management	13,097	13,097	90,569	(77,473)
Total Expenditures	\$ 554,106	\$ 553,651	\$ 885,105	\$ (331,454)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 455	\$ 53,067	\$ 52,612
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -		\$ 53,067	
Fund Balance - Beginning	\$ -		\$ 40,024	
Fund Balance - Ending	\$ -		\$ 93,091	

* Budget as adopted in the General Fund; actual activity recorded in the Café Special Revenue Fund.

Rivers Edge II

Community Development District

Long Term Debt Report

Series 2020, Capital Improvement Revenue Bonds		
Interest Rate:	4.5% - 5.3%	
Maturity Date:	5/1/2050	
Reserve Fund Definition	50% of Maximum Annual Debt at Issuance	
Reserve Fund Requirement	\$	228,603
Reserve Fund Balance		228,603
Bonds outstanding - 5/22/2020	\$	7,165,000
Less: May 1, 2021 (Mandatory)		(115,000)
Less: May 1, 2022 (Mandatory)		(120,000)
Less: May 1, 2023 (Mandatory)		(125,000)
Less: November 1, 2023 (Prepayment)		(30,000)
Less: February 1, 2024 (Prepayment)		(35,000)
Less: May 1, 2024 (Mandatory)		(130,000)
Less: May 1, 2024 (Prepayment)		(10,000)
Less: November 1, 2024 (Prepayment)		(5,000)
Less: February 1, 2025 (Prepayment)		(5,000)
Less: May 1, 2025 (Mandatory)		(130,000)
Less: May 1, 2025 (Prepayment)		(15,000)
Less: November 1, 2025 (Prepayment)		(5,000)
Less: May 1, 2026 (Mandatory)		(135,000)
Less: May 1, 2026 (Prepayment)		(5,000)
Current Bonds Outstanding	\$	6,300,000

Series 2021, Capital Improvement Revenue Bonds		
Interest Rate:	2.47% - 3.75%	
Maturity Date:	5/1/2051	
Reserve Fund Definition	50% of Maximum Annual Debt at Issuance	
Reserve Fund Requirement	\$	224,563
Reserve Fund Balance		224,563
Bonds outstanding - 4/23/2021	\$	9,900,000
Less: May 1, 2022 (Mandatory)		(200,000)
Less: May 1, 2023 (Mandatory)		(205,000)
Less: February 1, 2024 (Prepayment)		(10,000)
Less: May 1, 2024 (Mandatory)		(210,000)
Less: August 1, 2024 (Prepayment)		(15,000)
Less: November 1, 2024 (Prepayment)		(5,000)
Less: February 1, 2025 (Prepayment)		(875,000)
Less: May 1, 2025 (Mandatory)		(195,000)
Less: May 1, 2025 (Prepayment)		(30,000)
Less: November 1, 2025 (Prepayment)		(5,000)
Less: February 1, 2026 (Prepayment)		(750,000)
Less: May 1, 2026 (Mandatory)		(180,000)
Less: May 1, 2026 (Prepayment)		(25,000)
Current Bonds Outstanding	\$	7,195,000

Series 2026, Capital Improvement Revenue Bonds		
Interest Rate:	4.00% - 5.70%	
Maturity Date:	5/1/2056	
Reserve Fund Definition	50% of Maximum Annual Debt at Issuance	
Reserve Fund Requirement	\$	165,838
Reserve Fund Balance		165,838
Bonds outstanding - 5/15/2026	\$	4,840,000
Current Bonds Outstanding	\$	4,840,000

**RIVERS EDGE II COMMUNITY DEVELOPMENT DISTRICT
SUMMARY OF FISCAL YEAR 2026 ASSESSMENTS**

		ASSESSED			
ASSESSED TO	# UNITS	SERIES 2020 DEBT INVOICED NET	SERIES 2021 DEBT INVOICED NET	O&M	TOTAL NVOICED NET
MATTAMY	388	-	24,467.10	37,998.10	62,465.20
TOTAL DIRECT BILLS	388	-	24,467.10	37,998.10	62,465.20
NET REVENUE TAX ROLL	1096	458,416.77	470,601.59	1,638,626.73	2,567,645.09
TOTAL REVENUE	1,484	458,416.77	495,068.69	1,676,624.83	2,630,110.29

RECEIVED				
SERIES 2020 DEBT PAID	SERIES 2021 DEBT PAID	O&M PAID	TOTAL PAID	BALANCE DUE / (DISCOUNTS NOT TAKEN)
-	24,467.11	37,998.09	62,465.20	-
-	24,467.11	37,998.09	62,465.20	-
461,209.22	473,468.27	1,648,608.54	2,583,286.03	(15,640.94)
461,209.22	497,935.38	1,686,606.63	2,645,751.23	(15,640.94)

DIRECT BILL PERCENT COLLECTED	0.00%	0.00%	100.00%	100.00%
TAX ROLL PERCENT COLLECTED	100.61%	100.61%	100.61%	100.61%
TOTAL PERCENT COLLECTED	100.61%	100.58%	100.60%	100.59%

(1) Bulk land owners are on a payment plan for undeveloped land. Debt service assessments – 50% due December 1, 2025, 25% due February 1, 2026 and 25% due May 1, 2026

Operations and maintenance assessments – 50% on October 31, 2025, 25% on November 30, 2025 and 25% on December 31, 2025

SUMMARY OF TAX ROLL RECEIPTS					
ST JOHNS COUNT DIST.	DATE	SERIES 2020 DEBT	SERIES 2021 DEBT	O&M	TOTAL AMOUNT
1	11/3/2025	1,626.08	1,669.30	5,812.49	9,107.87
2	11/18/2025	16,136.10	16,565.01	57,679.07	90,380.18
3	11/21/2025	26,441.09	27,143.90	94,514.61	148,099.60
4	12/16/2025	34,346.86	35,259.81	122,774.06	192,380.73
5	12/24/2025	152,260.95	156,308.08	544,262.09	852,831.13
6	1/14/2026	186,248.53	191,199.06	665,751.88	1,043,199.48
INTEREST	1/26/2026	1,000.01	1,026.59	3,574.57	5,601.17
7	2/19/2026	26,267.56	26,965.76	93,894.31	147,127.63
8	3/13/2026	4,571.83	4,693.35	16,342.18	25,607.37
INTEREST	4/9/2026	403.31	414.03	1,441.64	2,258.97
9	4/24/2026	7,708.58	7,913.47	27,554.58	43,176.63
TAX CERTIFICATE	6/20/2026	1,424.74	1,462.61	5,092.80	7,980.16
10	7/14/2026	2,773.58	2,847.30	9,914.26	15,535.15
		-	-	-	
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		461,209.22	473,468.27	1,648,608.54	2,583,286.07

C.

Rivers Edge II

Community Development District

Check Run Summary 7/1/2026 - 7/31/2026

Fund	Date	Check No.	Amount
General Fund			
<i>Payroll</i>	7/8/30	50042-50043	\$ 369.40
Sub-Total			\$ 369.40
General Fund			
<i>Accounts Payable</i>	7/8/30	2498-2503	\$ 3,764.74
	7/14/30	2504-2520	127,621.25
	7/17/30	2521	1,515.21
	8/1/30	2522-2535	16,801.93
Sub-Total			\$ 149,703.13
Capital Reserve Fund			
<i>Accounts Payable</i>			\$ -
Sub-Total			\$ -
Total			\$ 150,072.53

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50042	2	JAMES M REID JR	184.70	7/07/2026
50043	3	PHILLIP L BRANDT	184.70	7/07/2026
TOTAL FOR REGISTER			369.40	

Attendance Sheet

District Name: Rivers Edge II CDD

Board Meeting Date: July 1, 2026 Special Joint Meeting

	Name	In Attendance	Fee
1	DJ Smith <i>Chairman</i>	☒	N/A
2	Jason Thomas <i>Vice Chairman</i>	☒	N/A
3	Jarrett O'Leary <i>Assistant Secretary</i>	☒	N/A
4	Phillip Brandt <i>Assistant Secretary</i>	☒	YES - \$200
5	James Reid <i>Assistant Secretary</i>	☒	YES - \$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:


District Manager Signature

7/1/2026
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
7/07/26	00193	4/09/26 APC-2261 INSTALL HAND SINK FAUCET	202604 320-57200-60000	ROBERT CHICOSKI	*	582.00	582.00 002498
7/07/26	00245	6/26/26 1066 INSTALL PUMP	202606 320-57200-60000	BAKER POOLS INC	*	735.00	735.00 002499
7/07/26	00102	6/29/26 53444425 FIRST AID SUPPLIES	202606 320-57200-60000	CINTAS	*	87.98	87.98 002500
7/07/26	00006	7/01/26 13129563 JUL POOL CHEMICALS	202607 320-57200-46210	POOLSURE	*	1,234.76	1,234.76 002501
7/07/26	00220	6/29/26 426 TREE REMOVAL	202606 320-57200-46101	QUILLS TREE SERVICES LLC	*	900.00	900.00 002502
7/07/26	00157	6/30/26 1210 RPLC BAD PHOTOCELL	202606 320-57200-60000	TMT ELECTRIC LLC	*	225.00	225.00 002503
7/13/26	00215	7/17/26 07172026 7/17 3HR LIVE MUSIC	202607 320-57200-49400	ALEXANDER AFFRONTI	*	300.00	300.00 002504
7/13/26	00112	7/08/26 29629628 HDMI INSTALLMENTS	202607 320-57200-60000	ATLANTIC HOME TECHNOLOGIES INC	*	1,484.00	1,484.00 002505
7/13/26	00245	7/06/26 1069 10' COPING & RPLC TILES	202607 320-57200-60000	BAKER POOLS INC	*	2,600.00	2,600.00 002506
7/13/26	00246	7/07/26 07072026 8/7 3HR MUSIC BY JOYRIDE	202607 320-57200-49400	CHRISTOPHER LOMBARDO	*	525.00	525.00 002507
7/13/26	00247	6/21/26 1075 RPLC KEYPAD & TRANSFORMER	202606 320-57200-60000	ANCIENT FL ELECTRICS & AUTOMATIONS	*	627.50	627.50 002508
7/13/26	00002	7/01/26 110 JUL MANAGEMENT FEES	202607 310-51300-34000		*	3,441.00	

RED2 RIVERS EDGE II TLEE

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
7/01/26	110		202607 310-51300-35100			*	118.00		
			JUL WEBSITE ADMIN						
7/01/26	110		202607 310-51300-35100			*	177.00		
			JUL INFO TECH						
7/01/26	110		202607 310-51300-32400			*	699.92		
			JUL DISSEM AGENT SRVCS						
7/01/26	110		202607 310-51300-51000			*	.96		
			OFFICE SUPPLIES						
7/01/26	110		202607 310-51300-42000			*	111.97		
			POSTAGE						
7/01/26	110		202607 310-51300-42500			*	24.15		
			COPIES						
GOVERNMENTAL MANAGEMENT SERVICES							4,573.00	002509	
7/13/26	00012	7/02/26	CS-2026- 202607 320-57200-49100			*	26,133.68		
			CS LANDSCAPE JUL 2026						
RIVERS EDGE CDD							26,133.68	002510	
7/13/26	00012	7/02/26	CS-2026- 202607 320-57200-49200			*	197.08		
			CS AMENITY JUL 2026						
RIVERS EDGE CDD							197.08	002511	
7/13/26	00124	7/02/26	CS-2026- 202607 320-57200-49300			*	15,556.55		
			CS LANDSCAPE JUL 2026						
RIVERS EDGE III CDD							15,556.55	002512	
7/13/26	00129	7/02/26	PSI28409 202607 320-57200-46800			*	2,569.44		
			JUL LAKE MAINTENANCE						
SOLITUDE LAKE MANAGEMENT							2,569.44	002513	
7/13/26	00244	7/01/26	172825-2 202607 320-57200-53100			*	365.00		
			JUL LEASED ICE MACHINE						
TWC SERVICES INC							365.00	002514	
7/13/26	00010	6/30/26	433419 202606 320-57200-34000			*	147.88		
			JUN BILLABLE MILEAGE 1/3						
VESTA PROPERTY SERVICES INC							147.88	002515	
7/13/26	00010	7/01/26	433097 202607 320-57200-34000			*	4,075.93		
			JUN GEN MANAGEMENT SRVCS						
7/01/26	433097		202607 320-57200-34300			*	3,435.82		
			JUN FIELD OPS						
7/01/26	433097		202607 320-57200-34010			*	3,785.54		
			JUN LIFESTYLE SRVCS						
7/01/26	433097		202607 320-57200-34400			*	4,708.64		
			JUN AMEN MANAGEMENT SRVCS						

RED2 RIVERS EDGE II TLEE

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
		7/01/26	433097	202607 320-57200-34200	JUN FACILITY MAINT SRVCS	*	9,105.31		
		7/01/26	433097	202607 320-57200-51200	JUN JANITORIAL SRVCS	*	2,902.75		
		7/01/26	433097	202607 320-57200-34100	JUN FACILITY ATTENDANT	*	8,115.06		
					VESTA PROPERTY SERVICES INC			36,129.05	002516
7/13/26	00195	6/18/26	26267308	202606 320-57200-60000	JANITORIAL SUPPLIES	*	206.46		
		6/23/26	26273920	202606 320-57200-60000	JANITORIAL SUPPLIES	*	20.74		
		6/24/26	26277422	202606 320-57200-60000	JANITORIAL SUPPLIES	*	252.89		
					W B MASON CO INC			480.09	002517
7/13/26	00131	6/19/26	1200760	202606 320-57200-46101	ARBOR INJECT SAMPLE @ UF	*	200.00		
					YELLOWSTONE LANDSCAPE			200.00	002518
7/13/26	00131	7/01/26	1213508	202607 320-57200-46100	JUL LANDSCAPE MAINT PONDS	*	2,914.00		
					YELLOWSTONE LANDSCAPE			2,914.00	002519
7/13/26	00131	7/01/26	1213510	202607 320-57200-46100	JUL LANDSCAPE MAINTENANCE	*	32,818.98		
					YELLOWSTONE LANDSCAPE			32,818.98	002520
7/16/26	00248	7/15/26	68422	202607 310-51300-42500	PRNTNG ASSESSMENT NOTICE	*	786.47		
		7/15/26	68422	202607 310-51300-42000	POSTAGE	*	728.74		
					CHEROKEE PRINTING INC			1,515.21	002521
7/31/26	00102	7/06/26	42748299	202607 320-57200-60000	ACTIVE SCRAPER/MAT ONYX	*	267.02		
					CINTAS			267.02	002522
7/31/26	00247	7/14/26	1096	202607 320-57200-60000	LONG RANGE MAX PUSH	*	1,650.00		
					ANCIENT FL ELECTRICS & AUTOMATIONS			1,650.00	002523
7/31/26	00241	7/10/26	9318	202607 320-57200-60000	HOOD CLEANING SERVICE	*	600.00		
					JACKSONVILLE HOOD CLEANING LLC			600.00	002524

RED2 RIVERS EDGE II TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
7/31/26	00120	6/17/26 15220	202605 300-13100-10200		*	875.75	
		7/16/26 15447	202606 310-51300-31500		*	2,965.76	
			MAY BOUNDARY AMENDMENT				
			JUN GENERAL COUNSEL	KILINSKI VAN WYK PLLC			3,841.51 002525
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00053	7/22/26 RTAUG202	202607 320-57200-49400		*	350.00	
		8/13 DJ MUSIC BINGO			*	350.00	
		7/22/26 RTAUG202	202607 320-57200-49400		*	350.00	
		8/26 DJ TRIVIA					
				LIVE ENTERTAINMENT SOLUTIONS			700.00 002526
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00053	7/22/26 RTSEPT20	202607 320-57200-49400		*	350.00	
		9/10 DJ MUSIC BINGO			*	350.00	
		7/22/26 RTSEPT20	202607 320-57200-49400		*	350.00	
		9/24 DJ TRIVIA					
				LIVE ENTERTAINMENT SOLUTIONS			700.00 002527
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00210	7/16/26 22012744	202605 310-51300-31100		*	860.02	
			MAY-JUL LADYSLIPPER DRAIN				
				PRIME AE GROUP INC			860.02 002528
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00220	7/15/26 453	202607 320-57200-46101		*	5,500.00	
			TREE REMOVAL				
				QUILLS TREE SERVICES LLC			5,500.00 002529
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00198	7/23/26 417475	202607 320-57200-60000		*	165.00	
			SECURITY APPLIANCES				
				SECURES			165.00 002530
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00011	7/23/26 62248204	202607 320-57200-43500		*	126.20	
			JUL PEST CONTROL				
				TURNER PEST CONTROL			126.20 002531
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00219	7/15/26 47	202607 320-57200-49400		*	300.00	
		7/31 DUO PERFORMANCE					
				VANN HARDIN			300.00 002532
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00010	6/30/26 433480	202606 320-57200-60000		*	115.02	
			75 MENUS				
				VESTA PROPERTY SERVICES INC			115.02 002533
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
7/31/26	00195	7/02/26 26295819	202607 320-57200-60000		*	282.01	
			JANITORIAL SUPPLIES		*	55.65	
		7/08/26 26302861	202607 320-57200-60000		*	55.65	
			JANITORIAL SUPPLIES				

RED2 RIVERS EDGE II TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
		7/08/26	26303917 202607 320-57200-60000 JANITORIAL SUPPLIES		*	148.81	
		7/15/26	26317745 202607 320-57200-60000 JANITORIAL SUPPLIES		*	108.77	
		7/15/26	26317745 202607 320-57200-60000 INV#CM4850406 CREDIT MEMO		*	13.92-	
				W B MASON CO INC			581.32 002534
7/31/26 00131		7/13/26	1220938 202607 320-57200-46102 JUL IRR-KEYSTONE CORNERS		*	1,395.84	
				YELLOWSTONE LANDSCAPE			1,395.84 002535
TOTAL FOR BANK A						149,703.13	
TOTAL FOR REGISTER						149,703.13	

RED2 RIVERS EDGE II TLEE

INVOICE

Affordable Plumbing Company
4565 Saint Augustine Road
Jacksonville, FL 32207

tracey@affordableplumbingjacksonville.com
+1 (904) 288-9003
CFC057228



Bill to

Rivers Edge CDD 2
475 West Town Place Suite 114
St Augustine, Florida 32092

Ship to

Rivers Edge CDD 2
160 River Glade Run
Saint Johns, FL 32259

Invoice details

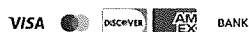
Sales Rep: Ray Dominguez

Invoice no.: APC-22618-1
Terms: Net 15
Invoice date: 04/09/2026
Due date: 04/24/2026

#	Description	Qty	Rate	Amount
1.	Estimate to provide and install hand sink faucet	1	\$425.00	\$425.00
2.	Plumbing Services	1	\$125.00	\$125.00
3.	Supply Tube Steel Braided Lav 20"	2	\$12.00	\$24.00
4.	Glue, Cleaner, Pipe Dope, Grout, Caulk, ect.	1	\$8.00	\$8.00
5.	Work Description: Estimate to provide and install wall mount faucet for hand sink in kitchen area by freezer. 0409RE160 *Ammenity Center*	1	\$0.00	\$0.00
	Check KITCHEN 3 compartment sink faucet- it is leaking Mop sink is leaking			
6.	Work Resolution: Installed new T&S wall mount faucet for hand sink in the kitchen by the freezer with new stainless steel braided supply line. Checked 3 Comp sink faucet and fixed the leak at the spout. Checked mop sink faucet and they will need a new 2 way shut off hose adapter, also faucet is getting corroded at the stems underneath and vacuum breaker has a slow leak when the faucet is on.	1	\$0.00	\$0.00

Recommend Replacing the mop sink faucet.

Ways to pay



Total

\$582.00

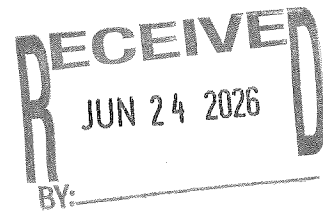
Overdue

04/24/2026

View and pay

Approved RECDD 2
Submitted to AP 6.24.2026
By Kevin McKendree

Kevin McKendree



INVOICE

Baker Pools Inc.

11250 Old St Augustine Rd Ste 15-
344
Jacksonville, FL 322571088

bakerpool@yahoo.com
+1 (904) 367-3960

**Bill to**

Riversedge CDD2
475 West Town Place
St Augustine, Florida 32092
USA

Ship to

kevin Mckendree
Rivertown CDD
475 West Town Place
St Augustine, Florida 32092
USA

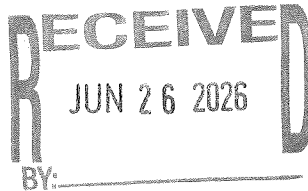
Invoice details

Invoice no.: 1066
Terms: Net 30
Invoice date: 06/26/2026
Due date: 07/26/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Services	Install pump supplied by customer and installation of (1) solenoid valve at river club	1	\$735.00	\$735.00

Total**\$735.00****Ways to pay**

BANK

[View and pay](#)

Approved RECDD 2
Submitted to AP 6.26.2026
By Kevin McKendree

Kevin McKendree



CINTAS
P.O. Box 631025
CINCINNATI, OH 45263-1025

Service / Billing # (904)562-7000
Fax # (904)562-7020
Payment Inquiry # (866)636-0160

Invoice

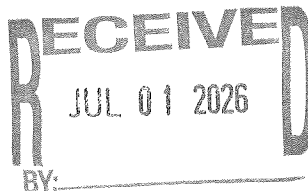
Ship To RIVERS EDGE 2
RIVERS EDGE COMMUNITY DEVELOP
DISTRICT
160 RIVERGLADE RUN
ST. JOHNS, FL 32259

Invoice # 5344442505
Invoice Date 06/29/2026
Credit Terms NET 30 DAYS
Customer # 12663109
Cintas Route LOC #0292 ROUTE 0009
Order # 7064990841
Payer # 10596960

Bill To RIVERTOWN COMMUNITY ASSOCIATION
RIVERS EDGE COMMUNITY DEV.
DISTRICT 2
STE 114
475 W TOWN PL
ST AUGUSTINE, FL 32092-3649

Material #	Description	Quantity	Unit Price	Ext Price	Tax
Unit 00000000009585183	Unit Description: FRONT OFFICE F A				
110	SERVICE ACKNOWLEDGEMENT	1 EA	\$0.00	\$0.00	
120	CABINET ORGANIZED	1 EA	\$0.00	\$0.00	
130	EXPIRATION DATES CHECKED	1 EA	\$0.00	\$0.00	
132	BBP KIT CHECKED	1 EA	\$0.00	\$0.00	
33139	QUIKHEAL F/P BANDAGES MED	1 BOX	\$25.90	\$25.90	
44429	LARGE PATCH 2INX3IN MED	1 BOX	\$21.26	\$21.26	
182019	STINGRELIEF WIPES 10/UNIT	1 BOX	\$14.87	\$14.87	
Unit Subtotal:				\$62.03	
Unit 000000000999900999	Unit Description: Other				
400	SERVICE CHARGE	1 EA	\$25.95	\$25.95	
Unit Subtotal:				\$25.95	
Invoice Sub-total				\$87.98	
Tax				\$0.00	
Invoice Total				\$87.98	

Remit To CINTAS
P.O. Box 631025
CINCINNATI, OH 45263-1025



Note Approved RECDD 2
Submitted to A/P 07-01-26
By Richard Losco
Richard Losco



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date
Invoice#

7/1/2026
131295635996

Terms	Net 20
Due Date	7/21/2026
PO #	

Bill To

Rivers Edge CDD2
Government Management Services
475 West Town Place suite 114
St. Augustine FL 32092

Ship To

River Club
160 Riverglade Run
St. Johns FL 32259

OUR REMITTANCE ADDRESS HAS CHANGED. Physical payments will only be received at 1707 Townhurst Dr, Houston, TX 77043. Payments sent to any other address may experience delays. LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,204.64
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$30.12

Subtotal \$1,234.76

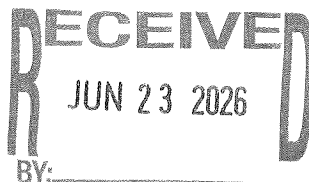
Tax \$0.00

Total \$1,234.76

Amount Paid/Credit Applied \$0.00

Balance Due \$1,234.76

[Click Here to Pay Now](#)



Approved RECDD 2
Submitted to AP 6.23.2026
By Kevin McKendree

Kevin McKendree



131295635996



Quills Tree Services

255 Rivertown Shops Drive | Suite 102 #140 | St Johns, Florida

32259

+1 904-788-1185 | brent@quillstreeservices.com |

www.quillstreeservices.com

RECIPIENT:

Rivers Edge CDD 2
475 West Town Place Suite 114
St Augustine, Florida 32092
Phone: 904-607-1038

Invoice #426

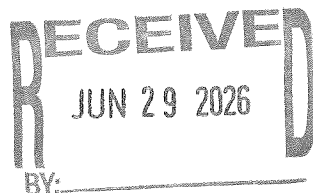
Issued Jun 29, 2026

Due Jul 14, 2026

Total \$900.00

For Services Rendered, CDD 2

Product/Service	Description	Qty.	Unit Price	Total
Jun 29, 2026				
Tree Removal	Remove one medium sized tree that fell over at the park in high point. Leave all wood and debris in the preserve.	1	\$900.00	\$900.00



Approved RECDD 2
Submitted to AP 6.29.2026
By Kevin McKendree

Kevin McKendree

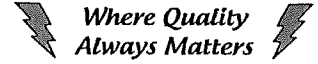
Thank you so much for your business. It was an absolute pleasure serving you today. Don't hesitate to contact us with any questions regarding this invoice.

Total \$900.00

TMT Electric, LLC

290 Circle Dr S
Saint Augustine, FL 32084 US
(904) 315-1248
tmtelectricllc@gmail.com

TMT ELECTRIC



904-789-0193

Veteran Owned

INVOICE

BILL TO
Rivers Edge CDD2
475 West Town Place Ste 114
Saint Augustine, FL 32092

INVOICE 1210
DATE 06/30/2026
TERMS Net 30
DUE DATE 07/30/2026

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Services	Streetlights outside of Watersong entrance staying on. Tightened loose connections. Replaced bad photocell. Verified correct operation upon completion.	225.00

Please make check payable to TMT Electric LLC.

SUBTOTAL	225.00
TAX	0.00
TOTAL	225.00
BALANCE DUE	\$225.00



Approved RECDD 2
Submitted to AP 6.30.2026
By Kevin McKendree

Kevin McKendree

Alex Affronti

2266 Treasure Point Rd
Green Cove Springs, Florida 32043

INVOICE

INVOICE # 07172026

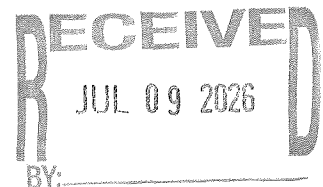
DATE: 07/17/2026

TO:

Kim Fatuch
Rivers Edge II
475 West Town Place
Suite #114
Saint Augustine, Florida 32092

DESCRIPTION	TOTAL
Live Music Friday July 17th, 2026 6:00 PM – 9:00PM	\$300
TOTAL	\$300

Make all checks payable to Alex Affronti

THANK YOU FOR YOUR BUSINESS!

Approved CDD II
Submitted to AP on 7.9.26
by Kimberly Fatuch

Kimberly Fatuch

INVOICE

Atlantic Home Technologies
5269 Hood Road Jacksonville, FL 32257

DATE: 7/8/2026

INVOICE #: 29629628

Bill To:

RIVERS EDGE CDD II
475 WEST TOWN PLACE
SUITE 114
SAINT JOHNS, FL 32259

SHIP TO

RIVERTOWN RIVER CLUB
160 RIVERFLADE RUN
SAINT JOHNS, FL 32259

PAYMENT TERMS

NET 30

DESCRIPTION

AMOUNT

PAYMENT FOR

\$1,484.00

• Install a new 1x4 HDMI splitter in the equipment rack to share the Xfinity cable box signal with multiple TVs. • Install a new HDMI over Cat6 extender kit to send the TV signal over existing network cable to the remote TV locations. • Connect, configure, and test all video connections to ensure each TV displays the cable box properly.

Balance Due:

\$1,484.00



Approved RECDD 2
Submitted to A/P 7.8.2026
Submitted by Ken Council
Ken Council

Michael Hooksman for Atlantic Home Technologies. Thank you for your business!

5269 Hood Road
Jacksonville, FL 32257

INVOICE

Baker Pools Inc.

11250 Old St Augustine Rd Ste 15-344
Jacksonville, FL 322571088

bakerpool@yahoo.com
+1 (904) 367-3960

**Bill to**

Rivers Edge CDD 2
475 West Town Place Suite 114
St. Augustine, Florida 32092

Ship to

Rivers Edge CDD 2
475 West Town Place Suite 114
St. Augustine, FL 32092

Invoice details

Invoice no.: 1069
Terms: Due on receipt
Invoice date: 07/06/2026
Due date: 07/06/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Services	Reset approximately 10' coping & replace tile and depth marker tiles with close matching tile.	1	\$2,600.00	\$2,600.00

Ways to pay

BANK

View and pay

**Total****\$2,600.00****Overdue**

07/06/2026

Approved RECDD 2
Submitted to AP 7.7.2026
By Kevin McKendree

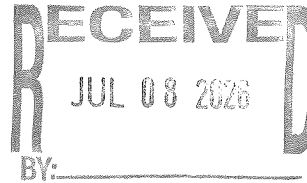
Kevin McKendree

Christopher Lombardo
Agent for Joyride

INVOICE: JRD080726

Date: July 7th, 2026

Sold To:
Rivers Edge CDD 2
475 West Town Pl #114
Saint Augustine, Florida 32092



For Music provided by 'Joyride' - 6:00 -9:00 PM, 8/7/26..... \$525.00

Total..... \$525.00

Make Checks Payable to:
Christopher Lombardo
536 Redberry Lane
St. Johns, FL 32259

INVOICE

Da' Gate Guy

4991 Avenue B

Saint Augustine, FL 32095-6214

ancientfloridaelectrics@gmail.com

+1 (904) 921-6333

https://www.ancientfloridaelectrics.com

Bill to

Rivers Edge CDD 2

475 West Town Place Suite 114

Saint Augustine, FL 32092

Invoice details

Invoice no.: 1075

Terms: Net 15

Invoice date: 06/21/2026

Due date: 07/06/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Miscellaneous	DKS Power Transformer	1	\$55.00	\$55.00
2.	Miscellaneous	Ant Poison	1	\$10.00	\$10.00
3.	Labor	Labor "2 Hour Minimum" Includes Travel for Parts and Services Point to Point.	4.5	\$125.00	\$562.50
4.		Found that the power supply had burned out to the keypad. Replaced. Next day same issue. Found that the resistance was high on the cable going to the keypad and transformer. Replaced transformer and double up the conductor with spare set in cable. Also poisoned a ant nest with in the operator.			

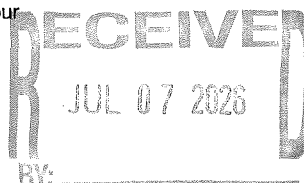
Total

\$627.50

Ways to pay

BANK

We also accept visa, mastercard, discover, american express, apple pay, paypal, or venmo for an addition 3.5% fee added to your invoice. Please let us know if you would like to use one of these payment methods and we can resend your invoice.



Approved RECDD 2
Submitted to AP 7.07.2026
By Kevin McKendree

Kevin McKendree

View and pay

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 110

Invoice Date: 7/1/26

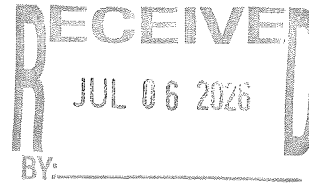
Due Date: 7/1/26

Case:

P.O. Number:

Bill To:

Rivers Edge II CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092



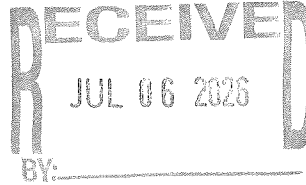
Description	Hours/Qty	Rate	Amount
Management Fees - July 2026		3,441.00	3,441.00
Website Administration - July 2026		118.00	118.00
Information Technology - July 2026		177.00	177.00
Dissemination Agent Services - July 2026		699.92	699.92
Office Supplies		0.96	0.96
Postage		111.97	111.97
Copies		24.15	24.15
Total			\$4,573.00
Payments/Credits			\$0.00
Balance Due			\$4,573.00

Rivers Edge CDD

475 West Town Place, Suite 114
St. Augustine FL 32092
Phone (904) 940-5850 Fax (904) 940-5899

INVOICE

DATE: 7/2/2026
INVOICE # CS-2026-JULY



Bill To:
Rivers Edge II CDD
475 West Town Place, Suite 114
St. Augustine FL 32092

DESCRIPTION	AMOUNT
Cost Share - Landscape July 2026 (FY2026 Budget \$313,604.20) GL Code 1.320.57200.49100	\$ 26,133.68
TOTAL	\$ 26,133.68

Make check payable to:
Rivers Edge CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

THANK YOU FOR YOUR BUSINESS!

Rivers Edge CDD

475 West Town Place, Suite 114
St. Augustine FL 32092
Phone (904) 940-5850 Fax (904) 940-5899

INVOICE

DATE: 7/2/2026
INVOICE # CS-2026-JULY



Bill To:
Rivers Edge II CDD
475 West Town Place, Suite 114
St. Augustine FL 32092

DESCRIPTION	AMOUNT
Cost Share - Amenity July 2026 (FY2026 Budget \$2,365.41) GL Code 1.320.57200.49200	\$ 197.08
TOTAL	\$ 197.08

Make check payable to:

Rivers Edge CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

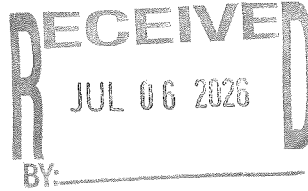
THANK YOU FOR YOUR BUSINESS!

Rivers Edge III CDD

475 West Town Place, Suite 114
St. Augustine FL 32092
Phone (904) 940-5850 Fax (904) 940-5899

INVOICE

DATE: 7/2/2026
INVOICE # CS-2026-JULY



Bill To:
Rivers Edge II CDD
475 West Town Place, Suite 114
St. Augustine FL 32092

DESCRIPTION	AMOUNT
Cost Share - Landscape July 2026 (FY2026 Budget \$186,678.61) GL Code 1.320.57200.49300	\$ 15,556.55
TOTAL	\$ 15,556.55

Make check payable to:
Rivers Edge III CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

THANK YOU FOR YOUR BUSINESS!



INVOICE

Page: 1

Please Remit Payment to:

Solitude Lake Management, LLC

*****ADDRESS CHANGED*****

PO BOX 85529

CHICAGO, IL 60689-5529

Phone #: (888) 480-5253

Fax #: (888) 358-0088

Invoice Number: PSI284095

Invoice Date: 7/2/2026

Bill

To: Rivers Edge II CDD
C/O Vesta Property Services
475 West Town Place, Suite 114
Saint Augustin, FL 32092

Ship

To: Rivers Edge II CDD
C/O Vesta Property Services
475 West Town Place, Suite 114
St. Augustine, FL 32092
United States

Ship Via

Ship Date 7/2/2026

Due Date 8/1/2026

Terms Net 30

Customer ID 14024

P.O. Number

P.O. Date 7/2/2026

Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	2,569.44	2,569.44
July Billing					
7/1/2026 - 7/31/2026					
Rivers Edge CDD II Pond 1					
Rivers Edge CDD II Pond 2					
Rivers Edge CDD II Pond 6					
Rivers Edge CDD II Pond 14					
Rivers Edge CDD II Pond 3					
Rivers Edge CDD II Pond 9					
Rivers Edge CDD II Pond 4					
Rivers Edge CDD II Pond 7					
Rivers Edge CDD II Pond 5					
Rivers Edge CDD II Pond 8					
Rivers Edge CDD II Pond 12					
Rivers Edge CDD II Pond RC1					
Rivers Edge CDD II Pond 10					
Rivers Edge CDD II Pond 11					
Rivers Edge CDD II Pond 13					
Rivers Edge CDD II Pond 15					
Rivers Edge CDD II Pond RC2					
Rivers Edge CDD II Pond JJ					
Rivers Edge CDD II Pond CR3					
Rivers Edge CDD II Pond KK					
Rivers Edge CDD II Pond TT					
Rivers Edge CDD II Pond NN					
Rivers Edge CDD II Pond SS					
Rivers Edge CDD II Pond UU					
Rivers Edge CDD II Pond 16					
Rivers Edge CDD II Pond 17					



Please Remit Payment to:

Solitude Lake Management, LLC
*****ADDRESS CHANGED*****
PO BOX 85529
CHICAGO, IL 60689-5529
Phone #: (888) 480-5253
Fax #: (888) 358-0088

INVOICE

Page: 2

Invoice Number: PSI284095
Invoice Date: 7/2/2026

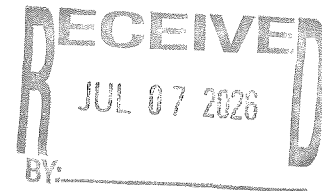
Bill
To: Rivers Edge II CDD
C/O Vesta Property Services
475 West Town Place, Suite 114
Saint Augustin, FL 32092

Ship
To: Rivers Edge II CDD
C/O Vesta Property Services
475 West Town Place, Suite 114
St. Augustine, FL 32092
United States

Ship Via
Ship Date 7/2/2026
Due Date 8/1/2026
Terms Net 30

Customer ID 14024
P.O. Number
P.O. Date 7/2/2026
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Rivers Edge CDD II Pond 18					
Rivers Edge CDD II Pond 19					
Rivers Edge CDD II Pond 20					
Rivers Edge CDD II Pond 21					
Rivers Edge CDD II Pond 22					
Rivers Edge CDD II Pond 23					



Approved CDD 2
Submitted to AP 7.7.2026
By Kevin McKendree

Kevin McKendree

Amount Subject to Sales Tax 0.00
Amount Exempt from Sales Tax 2,569.44

Subtotal: 2,569.44
Invoice Discount: 0.00
Total Sales Tax: 0.00
Payment Amount: 0.00
Total: 2,569.44



INVOICE DATE	INVOICE NUMBER
JUL 01, 2026	172825-2

PLEASE REMIT TO:

TWC Services, Inc.
PO Box 14496
Des Moines, IA 50306-3496

Phone: 904-899-0220

TERMS: Due Upon Receipt

BILL TO:

Rivers Edge Comm Dev Dist 2
475 West Town Place Suite 114
Saint Augustine FL 32092

Customer ID: 338769

DETAIL	AMOUNT
Maintenance Contract 172825 LEASE RiverClub Cafe New RiverClub Cafe 160 Riverglade Run Saint Johns, FL 32259 Billing Period: 07/01/2026 – 07/31/2026 Monthly billing for Leased Ice Machine Email to: lmccormick@vestapropertyservices.com ; tpolvere@gmsnf.com RECEIVED JUL 01 2026 BY: _____ Approved RECDD 2 Submitted to A/P 07-01-26 By Richard Losco <i>Richard Losco</i> Subtotal Tax Total Amount Due	365.00 365.00 0.00 365.00
Air Conditioning – Refrigeration – Cooking Equipment – Beverage Systems – Ice Machine Leasing A surcharge of 3% will be added to all credit card payments. No debit cards accepted.	



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 433419
Date 06/30/2026

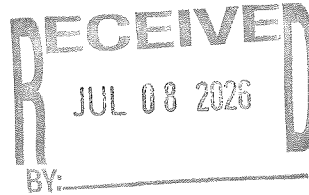
Terms Net 30
Due Date 07/30/2026
Memo Billable Mileage split

Bill To

Rivers Edge CDD II
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Billable Mileage split in 3	1	147.88	147.88

Total 147.88



Corbin deNagy
7/8/2026

Vesta Mileage Report

Name: Kevin McKendree		Month		Jun-26			
Date	Purpose	Location (From)	Destination (To)	Billable Miles	Community Billed To:	Non-billable Miles	Mileage
6/1	Daily mileage	Rivertown	Rivertown	61.2	Riversedge CDD		61.2
6/2	Daily mileage	Rivertown	Rivertown	32.5	iversedge CDD		32.5
6/3	Daily mileage	Rivertown	Rivertown	23.6	iversedge CDD		23.6
6/4	Daily mileage	Rivertown	Rivertown	34.9	Riversedge CDD		34.9
6/5	Daily mileage	Rivertown	Rivertown	18.2	iversedge CDD		18.2
6/8	Daily mileage	Rivertown	Rivertown	54.3	iversedge CDD		54.3
6/9	Daily mileage	Rivertown	Rivertown	42	iversedge CDD		42
6/10	Daily mileage	Rivertown	Rivertown	27.4	iversedge CDD		27.4
6/11	Daily mileage	Rivertown	Rivertown	14.9	iversedge CDD		14.9
6/12	Daily mileage	Rivertown	Rivertown	29.3	iversedge CDD		29.3
6/15	Daily mileage	Rivertown	Rivertown	56.8	iversedge CDD		56.8
6/16	Daily mileage	Rivertown	Rivertown	31.2	iversedge CDD		31.2
6/17	Daily mileage	Rivertown	Rivertown	33.6	iversedge CDD		33.6
6/18	Daily mileage	Rivertown	Rivertown	20	iversedge CDD		20
6/19	Daily mileage	Rivertown	Rivertown	22.1	iversedge CDD		22.1
6/22	Daily mileage	Rivertown	Rivertown	63.9	iversedge CDD		63.9
6/23	Daily mileage	Rivertown	Rivertown	42.8	iversedge CDD		42.8
6/24	Daily mileage	Rivertown	Rivertown	24.8	iversedge CDD		24.8
6/25	Daily mileage	Rivertown	Rivertown	11.3	iversedge CDD		11.3
6/26	Daily mileage	Rivertown	Rivertown	25.6	iversedge CDD		25.6
6/29	Daily mileage	Rivertown	Rivertown	57.2	iversedge CDD		57.2
6/30	Daily mileage	Rivertown	Rivertown	37.3	iversedge CDD		37.3
Total Mileage							765
Reimbursement Rate							\$0.580
Total Reimbursement							\$443.64
Date Submitted in Paycom							7/7/26

\$147.88



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 433097
Date 07/01/2026

Terms Net 30
Due Date 07/31/2026
Memo Rivers Edge CDDII

Bill To

Rivers Edge CDD II
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
General management services	1	4,075.93	4,075.93
Field Ops	1	3,435.82	3,435.82
Lifestyle services	1	3,785.54	3,785.54
Amenity management services	1	4,708.64	4,708.64
Facility maintenance services	1	9,105.31	9,105.31
Janitorial services	1	2,902.75	2,902.75
Facility Attendant	1	8,115.06	8,115.06

Thank you for your business.

Total 36,129.05

Corbin deVagy

7/8/2026





W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	262673086
Customer Number	C3178877
Invoice Date	06/18/2026
Due Date	07/18/2026
Order Date	06/17/2026
Order Number	S162785201
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

Unopened items must be returned within 30 days. Missing, damaged, defective or expired items must be reported within 14 days. Visit www.wbmason.com to view our entire Return Policy

Thank you for your business! We encourage you to visit www.wbmason.com/Payment for 24/7 access to your account. We offer the ability to pay online, and view or download invoices.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
HERX7658AK	LINER,REPRO,38X58,1.5ML,BK 100/CT	1	CT	69.61	69.61
MRCP200N	TOWEL,MFOLD,16PK/250,NTTN, 16PK/CT	1	CT	39.93	39.93
NWLENGAPFXL	NITRILE EXAM PF GLOVES - BLUE- XLARGE - 4MIL - 100/BX	1	BX	7.22	7.22
NWLENGAPFM	NITRILE EXAM PF GLOVES - BLUE- MEDIUM - 4MIL - 100/BX	1	BX	6.19	6.19
GPC43715	SOAP,REFILL,FOAM,CLR	1	CT	55.65	55.65
CLO35417	CLOXOR CLEAN-UP CLOXOR PRO DISINFECTANT SPRAY 9/32FO	1	EA	9.49	9.49

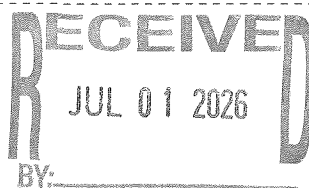
- Please See Next Page for Continuation -

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092



Approved RECDD 2
Submitted to A/P 07-01-26
By Richard Losco
Richard Losco

Remittance Section

Customer Number	C3178877
Invoice Number	262673086
Invoice Date	06/18/2026
Terms	Net 30
Total Due	206.46

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772626730862626730860000000206468



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 2)

Customer Number	C3178877
Invoice Number	262673086
Invoice Date	06/18/2026

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
- Continued On From Previous Page -					
BAL8574GM	DISPENSER,LENS CLNER100BX	1	BX	18.37	18.37

SUBTOTAL:	206.46
TAX & BOTTLE DEPOSITS TOTAL:	0.00
ORDER TOTAL:	206.46
Total Due:	206.46



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	262739207
Customer Number	C3178877
Invoice Date	06/23/2026
Due Date	07/23/2026
Order Date	06/17/2026
Order Number	S162785201
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

Unopened items must be returned within 30 days. Missing, damaged, defective or expired items must be reported within 14 days. Visit www.wbmason.com to view our entire Return Policy

Thank you for your business! We encourage you to visit www.wbmason.com/Payment for 24/7 access to your account. We offer the ability to pay online, and view or download invoices.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
TOC130501	TRIGGER SPRAY BOTTLE, 32OZ,CLEAR/RED,WBM,3/PACK,24PK/CT	1	PK	20.74	20.74

SUBTOTAL: 20.74
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 20.74
Total Due: 20.74

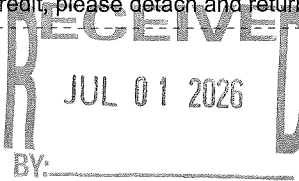
To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Approved RECDD 2
Submitted to A/P 07-01-26
By Richard Losco
Richard Losco



Remittance Section

Customer Number	C3178877
Invoice Number	262739207
Invoice Date	06/23/2026
Terms	Net 30
Total Due	20.74

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772627392072627392070000000020744



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	262774220
Customer Number	C3178877
Invoice Date	06/24/2026
Due Date	07/24/2026
Order Date	06/23/2026
Order Number	S162907145
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

Unopened items must be returned within 30 days. Missing, damaged, defective or expired items must be reported within 14 days. Visit www.wbmason.com to view our entire Return Policy

Thank you for your business! We encourage you to visit www.wbmason.com/Payment for 24/7 access to your account. We offer the ability to pay online, and view or download invoices.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
BAL8574GM	DISPENSER,LENS CLNER100BX	1	BX	18.37	18.37
HERX7658AK	LINER,REPRO,38X58,1.5ML,BK 100/CT	1	CT	69.61	69.61
MRCP200N	TOWEL,MFOLD,16PK/250,NTTN, 16PK/CT	1	CT	39.93	39.93
GPC43715	SOAP,REFILL,FOAM,CLR	1	CT	55.65	55.65
NWLENGAPFXL	NITRILE EXAM PF GLOVES - BLUE- XLARGE - 4MIL - 100/BX	2	BX	7.22	14.44
MRC05002	TISSUE,BATH,2PLY,RCY,500/RL,96/CT,WH	1	CT	54.89	54.89

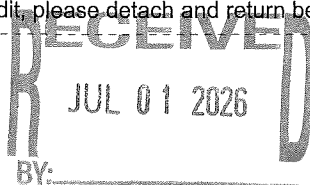
SUBTOTAL: 252.89
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 252.89
Total Due: 252.89

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092



Approved RECDD 2
Submitted to A/P 07-01-26
By Richard Losco

Richard Losco

Remittance Section	
Customer Number	C3178877
Invoice Number	262774220
Invoice Date	06/24/2026
Terms	Net 30
Total Due	252.89

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772627742202627742200000000252895



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
1200760	6/19/2026
TERMS	PO NUMBER
Net 30	

Bill To:

Rivers Edge CDD II
c/o Kevin McKendree Residence
475 West Town Place
suite 114
St. Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

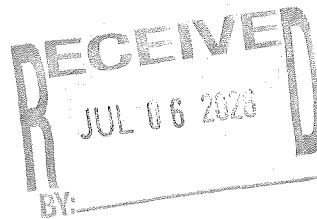
Property Name: Rivers Edge CDD II

Address: 475 West Town Place Suite 114
St. Augustine, FL 32092

Invoice Due Date: July 19, 2026

Invoice Amount: \$200.00

Description	Current Amount
sample taken and sent to UF lab declining Date palm	
Arbor Injection	\$200.00



Invoice Total **\$200.00**

Approved RECDD 2
Submitted to A/P 07-06-26
By Richard Losco

Richard Losco

Should you have any questions or inquiries please call (386) 437-6211.



INVOICE

INVOICE #	INVOICE DATE
1213508	7/1/2026
TERMS	PO NUMBER
Net 30	

Bill To:

Rivers Edge II - Pond Banks
c/o Vesta Property Services
475 West Town Place Suite 114
St. Augustine, FL 32092

Property Name: Rivers Edge II - Pond Banks

Address: 475 West Town Place Suite 114
Saint Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: July 31, 2026

Invoice Amount: \$2,914.00

Description	Current Amount
Monthly Landscape Maintenance July 2026	\$2,914.00



Invoice Total **\$2,914.00**

Approved RECDD 2
Submitted to A/P 07-06-26
By Richard Losco
Richard Losco

Should you have any questions or inquiries please call (386) 437-6211.



YELLOWSTONE

LANDSCAPE

Bill To:

Rivers Edge CDD II
c/o Kevin McKendree Residence
475 West Town Place
suite 114
St. Augustine, FL 32092

Property Name: Rivers Edge CDD II

Address: 475 West Town Place Suite 114
St. Augustine, FL 32092

INVOICE

INVOICE #	INVOICE DATE
1213510	7/1/2026
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: July 31, 2026

Invoice Amount: \$32,818.98

Description	Current Amount
Monthly Landscape Maintenance July 2026	\$32,818.98



Invoice Total **\$32,818.98**

Approved RECDD 2
Submitted to A/P 07-06-26
By Richard Losco
Richard Losco

Should you have any questions or inquiries please call (386) 437-6211.

CHEROKEE



PRINTING, INC.

3733 Adirolf Rd
Jacksonville, FL 32207
(904)398-2852

Invoice

Date	Invoice #
7/15/2026	68422

Bill To
Rivers Edge II CDD 475 West Town Place Suite 114 St Augustine, FL 32092

Ship To

Job No	P.O. Number	Terms	Ship	Via
		Due on receipt	7/15/2026	

Quantity	Item Code	Description	Amount
878	CASS Certify	Rivers Edge II CDD Load, read, convert files, CASS Certify addresses to enable automation based postage rates: Create automation based sack/tray tags & postal documents: format for inkjet addressing	75.00
1	Form Layout	Form layout & preparation	37.50
878	Printing	Laser 1 sheet front & back	307.30
878	Fold	Fold Materials	56.57
878	Insert	Insert one piece into #10 envelope, seal, sort and mail, Standard Rate	79.20
898	Printing	#10 Window envelope printed one color black ink	230.90
878	Postage	Postage	728.74
Total			\$1,515.21

RECEIVED

By *[Signature]* Date 7/15/2026



REMIT PAYMENT TO:
CINTAS
P.O. BOX 631025
CINCINNATI, OH 45263-1025

PAY YOUR BILL WITH MYCINTAS
WWW.CINTAS.COM/MYACCOUNT
MANAGE | SHOP | PAY

CUSTOMER SVC/BILLING 833-290-0514
CINTAS FAX # 904-741-6116
PAYMENT INQUIRY 866-636-0160

INVOICE

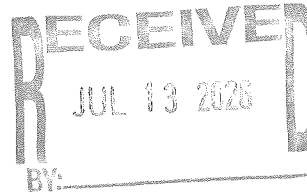
SHIP TO: RIVERS EDGE II CDD
160 RIVERGLADE RUN
SAINT JOHNS, FL 32259-6953

INVOICE # 4274829963
INVOICE DATE 07/06/2026
SERVICE TICKET # 4274829963

BILL TO: C/O RIVERTOWN COMMUNITY ASSOCIATION
RIVERS EDGE COMMUNITY DEV. DISTRICT 2
475 W TOWN PL
ST AUGUSTINE, FL 32092-3649

SOLD TO # 20958738
PAYER # 10596960
PAYMENT TERMS NET 10 EOM
SORT # 02800002682
CINTAS ROUTE 22 / DAY 1 / STOP 016

EMP#/LOCK#	MATERIAL	DESCRIPTION	FREQ	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
	X10184	3X5 ACTIVE SCRAPER	04	F	2	18.720	37.44	N
	X10186	4X6 ACTIVE SCRAPER	04	F	3	20.530	61.59	N
	X10189	3X5 XTRAC MAT ONYX	04	F	4	30.297	121.19	N
	X10192	4X6 XTRAC MAT ONYX	04	F	1	34.325	34.33	N
SUBTOTAL							254.55	
SERVICE CHARGE							12.47	N
SUBTOTAL							267.02	
TAX							0.00	
TOTAL USD							267.02	



Signature :

Cust. Name: RIVERS EDGE II CDD
Lynn R 10:34 AM 07/06/26
SoldTo# 0020958738 SO# 4274829963
Invoice Total Payment on Account
\$267.02 \$0.00

Approved RECDD 2
Submitted to A/P 07-13-26
By Richard Losco

Richard Losco

INVOICE

Da' Gate Guy

4991 Avenue B

Saint Augustine, FL 32095-6214

ancientfloridaelectrics@gmail.com

+1 (904) 921-6333

<https://www.ancientfloridaelectrics.com>

Bill to

Rivers Edge CDD 2

475 West Town Place Suite 114

Saint Augustine, FL 32092

Invoice details

Invoice no.: 1096

Terms: Net 15

Invoice date: 07/14/2026

Due date: 07/29/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Final Invoice for Proposal	Proposal #26D-0380	1	\$1,650.00	\$1,650.00
2.		Installation of long range Max push to open button/switch			

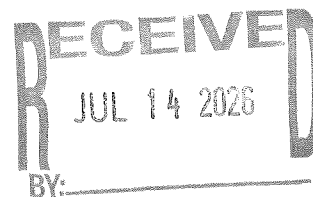
Total

\$1,650.00

Ways to pay

BANK

We also accept visa, mastercard, discover, american express, apple pay, paypal, or venmo for an addition 3.5% fee added to your invoice. Please let us know if you would like to use one of these payment methods and we can resend your invoice.



Approved RECDD 2
Submitted to AP 7.14.2026
By Kevin McKendree

Kevin McKendree

View and pay

JACKSONVILLE HOOD CLEANING



5400 SHADY PINE ST S
JACKSONVILLE, FL, 32244
TEL:(904) 551 1539
(904) 607 4724
www.jacksonvillehoodcleaning.com
jacksonvillehoodcleaning@gmail.com

PHONE: 904.337.4856

[illegible]

Make all checks payable to JACKSONVILLE HOOD CLEANING LLC.
If you have any questions concerning this invoice contact us.

THANK YOU FOR YOUR BUSINESS!

SUBTOTAL	\$	600.00
TAX RATE		0.00%
SALES TAX		-
OTHER		
TOTAL	\$	600.00

COMMENTS:

Florida Department of Revenue, Sales and Use Tax on Cleaning Services

*All pressure washing services in the exterior of a building are not subject to tax.
All pressure washing services inside of a building are subject to tax.*

MANAGER PRINT NAME

MANAGER SIGN

DATE _____



KILINSKI | VAN WYK

Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314
United States

Rivers Edge II CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

INVOICE

Invoice # 15220
Date: 06/17/2026
Due On: 07/17/2026

Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
(\$0.00	+ \$875.75	) - (\$0.00	) = \$875.75

RE2CDD-107

Rivers Edge II CDD - 2025 Boundary Amendment

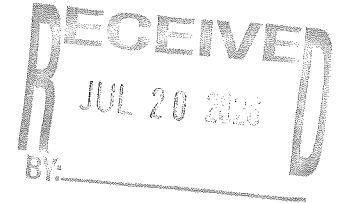
Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	LG	05/15/2026	Review SJC agenda regarding RE2 boundary amendment hearing.	0.30	\$350.00	\$105.00
Service	LG	05/17/2026	Prepare notice of boundary amendment for 2025 ordinance.	0.60	\$350.00	\$210.00
Service	LG	05/27/2026	Finalize notice of boundary amendment and coordinate recording; provide copies for District records.	0.70	\$350.00	\$245.00
Service	CD	05/27/2026	Analyze and Finalize Notice of Boundary Amendment Format and record Notice of Boundary Amendment in St. Johns County through Simplifile. Review and response to emails with District Staff regarding same. Download recorded Notice.	1.00	\$190.00	\$190.00
Expense	KB	05/27/2026	Simplifile Recording; eRecording fee for Notice of Boundary Amendment.	1.00	\$125.75	\$125.75
Total						\$875.75

Invoice # 15220 - 06/17/2026

Corbin deNagy
7/20/2026

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.





KILINSKI | VAN WYK

Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314
United States

Rivers Edge II CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

INVOICE

Invoice # 15447
Date: 07/16/2026
Due On: 08/15/2026

Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
(\$0.00	+ \$2,965.76	) - (\$0.00	) = \$2,965.76

RE2CDD-01

River's Edge II - General Counsel

Type	Attorney	Date	Notes	Quantity	Rate	Discount	Total
Service	MGH	06/02/2026	Review draft agenda and identify legal follow-up items needed.	0.20	\$295.00	-	\$59.00
Service	LG	06/03/2026	Review ice machine lease agreement and confer with deNagy regarding same; prepare addendum for lease agreement.	1.00	\$350.00	-	\$350.00
Service	LG	06/03/2026	Prepare Addendum 1 for landscape RFP rebid.	0.20	\$350.00	-	\$70.00
Service	MGH	06/03/2026	Review lease agreement for cafe equipment and analyze District procedures for approval of same.	0.20	\$295.00	100.0%	\$0.00
Service	LG	06/04/2026	Review draft agenda and status of pending legal action items.	0.20	\$350.00	-	\$70.00
Service	LG	06/05/2026	Review and revise May	0.40	\$350.00	-	\$140.00

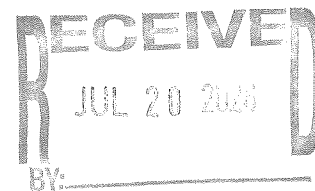
			minutes.				
Service	SD	06/10/2026	Report no changes to the Auditor for the Rivers Edge II CDD FY25 Audit.	0.10	\$190.00	-	\$19.00
Service	LG	06/12/2026	Review agenda and prepare for Board meeting.	0.30	\$350.00	-	\$105.00
Service	MGH	06/12/2026	Review Supervisor of Elections records and status of District Board seats in preparation for 2025 election season.	0.10	\$295.00	-	\$29.50
Service	LG	06/16/2026	Advise regarding legal items for June Board meeting.	0.20	\$350.00	-	\$70.00
Service	MGH	06/16/2026	Review and analyze agenda package and materials for Board consideration; prepare for Board meeting.	0.60	\$295.00	-	\$177.00
Service	LG	06/17/2026	Attend Board meeting.	0.80	\$350.00	100.0%	\$0.00
Service	MGH	06/17/2026	Prepare for and attend Board meeting.	1.90	\$295.00	-	\$560.50
Expense	KB	06/17/2026	Travel: Mileage - MGH.	17.60	\$0.725	-	\$12.76
Service	LG	06/18/2026	Follow up on legal action items from Board meeting.	0.30	\$350.00	-	\$105.00
Service	MGH	06/19/2026	Confer and coordinate with District staff regarding Board meeting follow-up items and legal input needed.	0.20	\$295.00	-	\$59.00
Service	MF	06/25/2026	Prepare legal guide materials for incoming supervisor Carlin	0.80	\$175.00	-	\$140.00
Service	MF	06/25/2026	Prepare legal guide materials for incoming supervisor Lahr	0.80	\$175.00	-	\$140.00
Service	LG	06/25/2026	Analyze legal topics for potential security session.	0.20	\$350.00	-	\$70.00
Service	MGH	06/25/2026	Confer with District Manager regarding ongoing District matters, July agenda items/	0.20	\$295.00	-	\$59.00

			meeting planning, and Flock agreement renewals.				
Service	MGH	06/29/2026	Begin reviewing landscape RFP responses in detail for legal sufficiency.	0.30	\$295.00	-	\$88.50
Service	LG	06/30/2026	Analyze landscape bids and prepare scoring instructions for Board meeting.	0.30	\$350.00	-	\$105.00
Service	LG	06/30/2026	Review list of legislative bills signed into law; analyze steps needed for implementation.	0.10	\$350.00	-	\$35.00
Service	MGH	06/30/2026	Further analyze landscape RFP responses in detail for legal sufficiency and other matters; prepare for evaluation meeting; confer regarding material vs. immaterial deficiencies; research related to same.	1.70	\$295.00	-	\$501.50
Line Item Discount Subtotal							-\$339.00
Total							\$2,965.76

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.

Corbin deNagy
7/20/2026





INVOICE

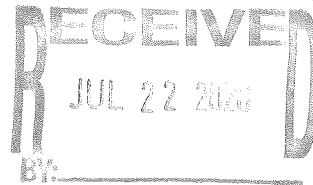
11925 Alden Trace Blvd N
Jacksonville FL 32246

Attention: Rivers Edge CDD II
Address: 475 West Town Place Suite 114, St. Augustine FL 32092

Invoice Number: RTAug2026

Description	Date	Time	Price
DJ for Music Bingo	8/13/2026	6:30pm	\$ 350.00
DJ for Trivia	8/26/2026	6:30pm	\$ 350.00

Total Due **\$ 700.00**



Please make all checks out to Live Entertainment Solutions. Thank you!

Approved CDD II
Submitted to AP on 7.22.26
by Kimberly Fatuch

Kimberly Fatuch



INVOICE

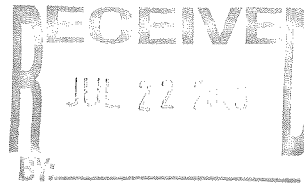
11925 Alden Trace Blvd N
Jacksonville FL 32246

Attention: Rivers Edge CDD II
Address: 475 West Town Place Suite 114, St. Augustine FL 32092

Invoice Number: RTSept2026

Description	Date	Time	Price
DJ for Music Bingo	9/10/2026	6:30pm	\$ 350.00
DJ for Trivia	9/24/2026	6:30pm	\$ 350.00

Total Due



\$ 700.00

Please make all checks out to Live Entertainment Solutions. Thank you!

Approved CDD II
Submitted to AP on 7.22.26
by Kimberly Fatuch

Kimberly Fatuch



Columbus Office
8415 Pulsar Place, Suite 300, Columbus, OH 43240
P: 614.839.0250 F: 614.839.0251

July 16, 2026

Project No: P0113094.70

Invoice No: 22012744

Oksana Kuzmuk
Rivers Edge II Community Development
District River's Edge II CDD
c/o Government Management Services, LLC
Attn: Corbin deNagy
475 West Town Place, Suite 114
St. Augustine, FL 32092

Project P0113094.70 Rivers Edge II CDD

For Services including attending June CDD meeting; Ladyslipper drainage wash-out inspection and coordination with the HOA and CDD for actions to correct.

Professional Services from May 30, 2026 to July 03, 2026

Expense Billing

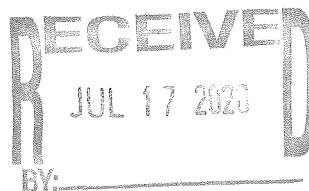
Reimbursable Expenses

Travel - Reimbursable - Mileage		20.03	
Travel - Reimbursable- Mileage Client OV		12.60	
Total Reimbursables	1.15 times	32.63	37.52
	Total this Task		\$37.52

Task 1: O & M

Professional Personnel

	Hours	Rate	Amount	
Project Director	3.50	235.00	822.50	
Totals	3.50		822.50	
Total Labor				822.50
		Total this Task		\$822.50
		Total this Invoice		\$860.02



Corbin deNagy
7/17/2026

REMITTANCE:

CHECKS: PRIME AEI 13901 Sutton Park Dr. S., Suite 200A, Jacksonville FL 32224

If paying via ACH or wire, please send a remittance advice to cashreceipt@primeeng.com



Quills Tree Services

255 Rivertown Shops Drive | Suite 102 #140 | St Johns, Florida
32259
+1 904-788-1185 | brent@quillstreeservices.com |
www.quillstreeservices.com

RECIPIENT:

Rivers Edge

Rivers Edge CDD 2
475 West Town Place Suite 114
St Augustine, Florida 32092
Phone: 904-607-1038

Invoice #453

Issued	Jul 15, 2026
Due	Jul 30, 2026
Total	\$5,500.00

SERVICE ADDRESS:

160 Riverglade Run
St. John's, Florida 32259

For Services Rendered

Product/Service	Description	Qty.	Unit Price	Total
Jul 15, 2026				
Customer Responsibilities	• Ensure Accessibility: All trees scheduled for trimming or removal must be accessible by Quill's Tree Services equipment and personnel. An area equivalent to or greater than the height of the tree being serviced must be cleared of all vehicles and movable objects to prevent potential damage from falling debris. • Subterranean Fixtures Mapping: Prior to commencing any work, ensure that all subterranean fixtures (such as pipes, cables, etc.) are marked on a map and provided to Quill's Tree Services. This is particularly crucial if stump grinding services are requested, as it ensures the safety of underground utilities. • Authorized Representative on Site: An authorized representative with the authority to sign on behalf of the property owner must be present to sign off on completed work while the crew is still on site. This helps ensure that all parties are in agreement before the crew departs.	1	\$0.00	\$0.00
Tree Removal	Remove a hazardous tree that is currently falling over the dock. Leave all wood and debris staged near the bank.	1	\$5,500.00	\$5,500.00



Quills Tree Services

255 Rivertown Shops Drive | Suite 102 #140 | St Johns, Florida
32259
+1 904-788-1185 | brent@quillstreeservices.com |
www.quillstreeservices.com

Thank you so much for your business. It was an absolute pleasure serving you today. Don't hesitate to contact us with any questions regarding this invoice.

Total

\$5,500.00



Approved RECDD 2
Submitted to AP 7.16.2026
By Kevin McKendree

Kevin McKendree



SecureSI
P.O. Box 600947
Saint Johns, FL 32260
(904) 854-9990

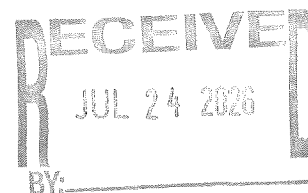
Bill To:
Rivers Edge CDD 2 - RiverClub Attn: Jason Davidson 475 West Town Place Suite 114 St Augustine, FL 32092 United States

Date	Invoice
07/23/2026	417475
Account	
Rivers Edge CDD II	

Terms	Due Date	PO Number	Reference	
Net 14 days	08/06/2026			

Services	Work Type	Hours	Rate	Amount
Billable Services				
Technician	On-Site - Desktop	1.50	110.00	\$165.00
Total Services:				\$165.00
New online payment portal available. Go to: https://securepay.securesi.net Make checks payable to SecureSI Please update our mailing address starting July 26, 2023 to: SecureSI P.O Box 600947 Saint Johns, FL 32260		Invoice Subtotal:		\$165.00
		Sales Tax:		\$0.00
		Invoice Total:		\$165.00
		Payments:		\$0.00
		Credits:		\$0.00
		Balance Due:		\$165.00

Approved RECDD 2
Submitted to A/P 07-24-26
By Richard Losco
Richard Losco



Invoice Time Detail

Invoice Number: 417475
Company: Rivers Edge CDD 2 - RiverClub

Date: 7/22/2026 Work Type: On-Site - Desktop

Date	Staff	Notes	Bill	Hours	Rate	Ext Amt
07/22/2026	Burow, Todd	Service Ticket: 2755836 Spoke with Ken on the phone and he stated modem and firewall had been rebooted. Went onsite and rebooted firewall and swapped cable from firewall to modem. Firewall came online, user confirmed everything online.	Y	1.50	110.00	\$165.00

Subtotal: \$165.00

Invoice Time Total:	Billable Hours:	1.50
----------------------------	------------------------	-------------



Turner Pest Control

turnerpest.com

Turner Pest Control LLC
PO Box 600323
Jacksonville, FL 32260-0323
904-355-5300

Service Slip/Invoice

INVOICE: 622482045
DATE: 07/23/2026
ORDER: 622482045

Bill To: [275347]
Rivers Edge CDD 2
475 West Town Place
Suite 114
Saint Augustine, FL 32092-3648

Work Location: [275347] 904-679-5733
RiverClub(RECDD 2)
Richard Losco
160 Riverglade Run
Saint Johns, FL 32259-8795

Work Date	Time	Target Pest	Technician	Time In
07/23/2026	02:00 PM	ANTS, FIRE ANT, MICE,		02:00 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	07/23/2026		02:30 PM

Service	Description	Price	
CPCM	Commercial Pest Control - Monthly Service	\$126.20	
RECEIVED JUL 24 2026 BY: _____ Approved RECDD 2 Submitted to A/P 07-24-26 By Richard Losco <i>Richard Losco</i>		SUBTOTAL	\$126.20
		TAX	\$0.00
		AMT. PAID	\$0.00
		TOTAL	\$126.20
		AMOUNT DUE	\$126.20
		TECHNICIAN SIGNATURE Richard CUSTOMER SIGNATURE	

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

7115 / 26

11-12



Invoice

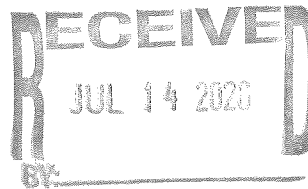
Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 433480
Date 06/30/2026
Terms Net 30
Due Date 07/30/2026
Memo

Bill To

Rivers Edge 2 C.D.D.
c/o GMS, LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Billable Expenses			
Ross Ruben - 2026-06-20 - CANVA* I04918-55048903 - Billable to Rivers			115.02
Edge CDD 2 (RiverTown)			115.02
Total Billable Expenses			
Total			115.02



Invoice received 7/10/2026

Corbin deNagy
7/14/2026



Tax Invoice

Invoice Date

June 20, 2026

Invoice no.

04918-55048903

To

Rruben

rruben@vestapropertyservices .com

Billing Address

32092, United States

Shipping Address

160 Riverglade Run

St Johns

Florida 32259

United States

Print Items

50 Menus

IAHNNH_Xs73A

June 20, 2026

US\$50.00

25 Menus

IAHNNHxtOF5s

June 20, 2026

US\$50.00

Delivery

US\$8.00

Subtotal

US\$108.00

Sales tax (6.5%)

US\$7.02

Total amount

US\$115.02

Please retain for your records.

Canva US Inc.

3212 E. Cesar Chavez Street, Building 1, Suite 1300 Austin Texas 78702 United States

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W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	262958199
Customer Number	C3178877
Invoice Date	07/02/2026
Due Date	08/01/2026
Order Date	07/01/2026
Order Number	S163122859
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

Unopened items must be returned within 30 days. Missing, damaged, defective or expired items must be reported within 14 days. Visit www.wbmason.com to view our entire Return Policy

Thank you for your business! We encourage you to visit www.wbmason.com/Payment for 24/7 access to your account. We offer the ability to pay online, and view or download invoices.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
HERX7658AK	LINER,REPRO,38X58,1.5ML,BK 100/CT	2	CT	69.61	139.22
MRCP200N	TOWEL,MFOLD,16PK/250,NTTN, 16PK/CT	1	CT	39.93	39.93
MRC05002	TISSUE,BATH,2PLY,RCY,500/RL,96/CT,WH	1	CT	54.89	54.89
AVE17042	BNDR,DURBLE VIEW 3 IN,WHT	3	EA	15.99	47.97

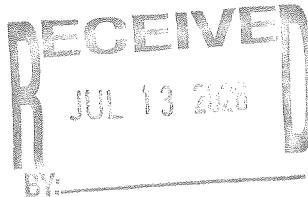
SUBTOTAL: 282.01
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 282.01
Total Due: 282.01

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092



Approved RECDD 2
Submitted to A/P 07-13-26
By Richard Losco
Richard Losco

Remittance Section	
Customer Number	C3178877
Invoice Number	262958199
Invoice Date	07/02/2026
Terms	Net 30
Total Due	282.01

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772629581992629581990000000282014



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

PM(P)

Invoice Number	263028613
Customer Number	C3178877
Invoice Date	07/08/2026
Due Date	08/07/2026
Order Date	07/01/2026
Order Number	S163122859
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

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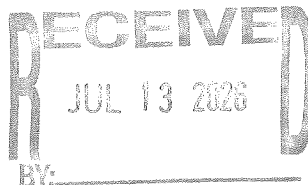
ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
GPC43715	SOAP_REFILL_FOAM_CLR	1	CT	55.65	55.65

SUBTOTAL: 55.65
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 55.65
Total Due: 55.65

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101



Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Approved RECDD 2
Submitted to A/P 07-13-26
By Richard Losco

Richard Losco

Remittance Section	
Customer Number	C3178877
Invoice Number	263028613
Invoice Date	07/08/2026
Terms	Net 30
Total Due	55.65

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772630286132630286130000000055655



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	263039171
Customer Number	C3178877
Invoice Date	07/08/2026
Due Date	08/07/2026
Order Date	07/07/2026
Order Number	S163216519
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

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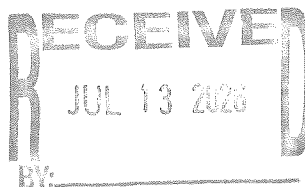
ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
MRCP200N	TOWEL,MFOLD,16PK/250,NTTN, 16PK/CT	1	CT	39.93	39.93
NWLENGAPFXL	NITRILE EXAM PF GLOVES - BLUE- XLARGE - 4MIL - 100/BX	3	BX	7.22	21.66
CSD34200	WIPES, SCRIM,4PLY,POPOP,WH(W202)	1	CT	73.30	73.30
CLO30966	CLOROXPRO GERMICIDAL BLEACH, CONCENTRATED, 121 FL OZ	1	EA	13.92	13.92

SUBTOTAL: 148.81
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 148.81
Total Due: 148.81

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101



Approved RECDD 2
Submitted to A/P 07-13-26
By Richard Losco

Richard Losco

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C3178877
Invoice Number	263039171
Invoice Date	07/08/2026
Terms	Net 30
Total Due	148.81

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772630391712630391710000000148811



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	263177456
Customer Number	C3178877
Invoice Date	07/15/2026
Due Date	08/14/2026
Order Date	07/14/2026
Order Number	S163377684
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
CLO30966	CLOROXPRO GERMICIDAL BLEACH, CONCENTRATED, 121 FL OZ	1	EA	13.92	13.92
MRCP200N	TOWEL,MFOLD,16PK/250,NTTN, 16PK/CT	2	CT	41.93	83.86
NWLNEBPFGM	NITRILE EXAM PF GLOVES - BLACK- MEDIUM - 5MIL - 100/BX	1	BX	10.99	10.99

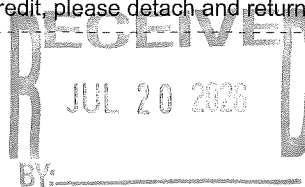
SUBTOTAL: 108.77
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 108.77
Total Due: 108.77

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092



Approved RECDD 2
Submitted to A/P - 07-20-26
By Richard Losco
Richard Losco

Remittance Section	
Customer Number	C3178877
Invoice Number	263177456
Invoice Date	07/15/2026
Terms	Net 30
Total Due	108.77

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C31788772631774562631774560000000108776



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Credit Number	CM4850406
Customer Number	C3178877
Credit Date	07/08/2026
Customer Reference	Orig Sales ID: S163216519;
Order Date	07/08/2026
Order Number	S163250809
Order Method	WEB

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Delivery Address
River Club
Attn.: Ken
160 Riverglade Run
Saint Johns FL 32259

W.B. Mason Federal ID #: 04-2455641

Important Messages

IMPORTANT UPDATE REGARDING W.B. MASON RETURNS POLICY:

Unopened items must be returned within 30 days. Missing, damaged, defective or expired items must be reported within 14 days. Visit www.wbmason.com to view our entire Return Policy

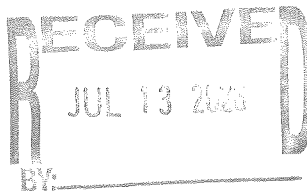
Thank you for your business! We encourage you to visit www.wbmason.com/Payment for 24/7 access to your account. We offer the ability to pay online, and view or download invoices.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
CLO30966	CLOROXPRO GERMICIDAL BLEACH, CONCENTRATED, 121 FL OZ <i>damaged</i>	-1	EA	13.92	-13.92

SUBTOTAL: -13.92
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: -13.92
Credit Amount: -13.92



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101



Reviewed 07-13-26
RECDD 2

Richard Losco

Rivers Edge CDD 2
475 W Town Place # 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C3178877
Credit Number	CM4850406
Credit Date	07/08/2026
Terms	Net 30
Credit Amount	-13.92

CREDIT MEMO

C3178877CM4850406CM4850406-000000013924



INVOICE

INVOICE #	INVOICE DATE
1220938	7/13/2026
TERMS	PO NUMBER
Net 30	

Bill To:

Rivers Edge CDD II
c/o Kevin McKendree Residence
475 West Town Place
suite 114
St. Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

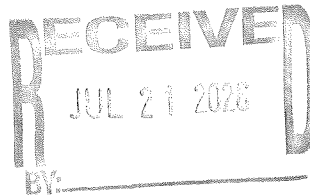
Property Name: Rivers Edge CDD II

Address: 475 West Town Place Suite 114
St. Augustine, FL 32092

Invoice Due Date: August 12, 2026

Invoice Amount: \$1,395.84

Description	Current Amount
July irrigation repairs-2026*****Keystone Corners*****	
Irrigation Repairs	\$1,395.84



Invoice Total **\$1,395.84**

Approved RECDD 2
Submitted to A/P 07-21-26
By Richard Losco
Richard Losco

Should you have any questions or inquiries please call (386) 437-6211.



DATE _____

6/30/2026 • PG OF

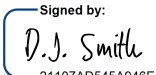
CLIENT

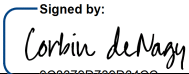
D.

**Rivers Edge II
Community Development District**

FY 2026 Funding Request #68
7-Aug-26

Description	Amount
1 Advanced Funding Request Q4 Monthly Expenditures	\$ 900,000.00
Total Amount Due	\$ 900,000.00

Signed by: 
Signature: _____
Chairman/Vice Chairman

Signed by: 
Signature: _____
Secretary/Asst. Secretary

FOURTH ORDER OF BUSINESS

A.



Subject: River's Edge CDD I, II & III Landscape Update – September 2026

Hello,

Please see below for the September 2026 landscape update for River's Edge CDD I, II & III.

General Maintenance

Routine landscape maintenance will continue throughout September, including mowing, edging, weed eating, trimming, shrub care, weed control, mulch bed treatments, and tree sucker removal.

Crews will continue working to reduce moss growth throughout the community. Limbs will be addressed as needed at no additional cost, and larger removals will be coordinated with the arbor team.

Joint monthly inspections with Mattamy, Vesta, and Yellowstone will continue to help ensure landscape standards and overall community appearance are maintained.

Turf areas will be maintained at appropriate seasonal mowing heights during September. Some temporary scalping may be visible as part of this process, which helps encourage healthier long-term turf growth.

Playground mulch installation throughout the community is expected to be completed in the second week.

Irrigation

The irrigation system will remain under active review in September, with technicians continuing inspections and completing repairs as needed.

Irrigation is anticipated to continue a three-day-per-week schedule, with adjustments made as needed based on weather conditions and turf needs.

Additional irrigation efficiency improvements will continue to be reviewed, including removing unnecessary bubblers and confirming rain sensors are in place to support responsible water use.

Fertilization & Chemical Treatments

Weed control applications will continue throughout September to help maintain turf quality across the community.

Granular fertilizer applications will continue as scheduled to support healthy turf growth.

Arbor Care

Tree care work will continue, including raising low-hanging branches to improve safety, visibility, aesthetics, and overall tree health.

Overall, September maintenance efforts will remain focused on proactive landscape care, irrigation oversight, turf health, and continued community appearance improvements.

Thank you,

E.

RIVERTOWN

RECDD's Monthly Operations Report

Date of report: 09/16/2026

Submitted by: Kevin McKendree & Richard Losco

RECDD I

Painting of RiverHouse:

The RiverHouse needs painting both interior and exterior. We are gathering quotes to present to the board in October. This is a planned capital reserve project. This is now complete except for the small punch list.

Rental Side Remodel:

We have begun the process of developing a plan and gathering quotes for the remodel of the rental side at the RiverHouse. Chairman McIntyre is our liaison for this project. First Coast Collective has been hired as the design firm on this project. This was approved and contracts are signed. The building will be closed on September 21st to start the project.

Tennis Court Fencing:

Tennis court fencing was approved in March's meeting for B and B Tennis to execute. We are working on scheduling now as the courts will be shut down for 2 weeks to complete this. Courts are closing July 27th for this project. This is now complete except for the windscreens which are custom ordered.

Tennis Court Lights:

We found 2 lights that are non-operational completely and 2 others with bulbs out. Our electrician has made this his top priority to get this completed in time for league play that starts 9/11.

Groves Playground:

During playground inspections we discovered extensive rot at the base of the Robinia wood structures at the Groves playground. This is very similar to the pirate ship playground at the RiverClub with signs of termite damage. We went ahead and demolished the old wood parts of the playground, as even coned off, kids were continuing to play on them. CDD board 1 elected to go with Kompan's proposal. This is due to arrive in early September now after which scheduling for install will begin.

RiverHouse Parking Lot Lighting:

New lighting from FPL will be presented in September that will fully illuminate the parking lot of the RiverHouse.

RECDD II

Pirate Ship Playground:

During a playground inspection we discovered some severe rot on the top decking and supporting posts of the pirate ship at the RiverClub. We closed the structure and notified the community. We met with Kompan and they will be honoring the warranty on this repair with a full replacement. Kompan has never experienced a warranty claim like this, and we are part of a global study as to why the Robinia (black locust) wood failed. The CDD is only on the hook for removal of the old ship and the W.D.O (wood destroying organism) inspection which has been completed. This warranty claim saved the community \$200,000-\$250,000 vs replacing the unit. This project began on 6/30 and was fully completed 7/17. The header for the swing set on this playground has internal rot where the swings mount inside the beam, this is a new warranty claim that they are honoring and due to arrive 9/9. The ship is now open except for the swing set.

Tile and coping of Club Pool:

We had about 10 feet of tile and coping collapse at the RiverClub pool in the same area as previous occurrences. We had it repaired to keep the pool open. I am in the process of evaluating as to why this keeps occurring regardless of what vendor makes the repairs.

CDD III

Golf Cart:

The new maintenance golf cart was approved in August's meeting and is currently being built by Mad Dog Customs.

(Continued)

RIVERTOWN

RECDD's Lifestyle Report

Date of report: 09/16/2026

Submitted by: Kim Fatuch

September Events

- 9.4.26 – Emily Mikus
 - Welcoming Rivertown country girl favorite back
- 9.10 & 24 – Music Bingo
 - Residents favorite Thursdays are every 2nd and 4th Thursday to compete against neighbors for café gift card prizes!
- 9.11.26 – Teen Float Movie Night
 - Teens ages 12- 17 are invited to the Riverlodge for a movie night just for them.
 - We will be playing Jumanji and providing treats for the teens
 - Some residents have reached out to volunteer as chaperones to assist in making sure these teens behave
- 9.12.26 – Jedi Training Camp
 - This event was originally planned in May and was cancelled due to extenuating circumstances.
 - We are inviting residents to enjoy an evening of learning how to be a Jedi.
- 9.20.26 – Book Sale Event
 - Residents are invited to sell gently used books
 - In addition to the books, we will have a food truck, cozy zones, light bites and entertainment.

(Continued)

RIVERTOWN

RECDD's Amenity Manager Report

Date of Report: 09/16/2026

Submitted by: Ken Council & Richard Losco

The RiverHouse slide will be open Saturday, 9/5/2026 – Monday, 9/7/2026 for Labor Day Weekend. Labor Day Weekend will be the last weekend the RiverHouse slide will be open for the year. Parts have been ordered to repair the control knob and valve assembly for the Aquatic Access Hydraulic ADA Pool Chair Lift at the RiverHouse Recreational Pool. The RiverLodge WAP Pool/Splash Park will be open from 10am – 8pm at the RiverLodge Saturday, 9/5/2026 – Monday, 9/7/2026, for Labor Day Weekend. After Labor Day, the WAP Pool/Splash Park will only be open on Saturdays & Sundays through Sunday, 9/27/2026. The semi-annual preventative maintenance for the RiverLodge Technogym equipment was completed on Wednesday, 8/26/2026. We are currently awaiting parts to fix the big fan in the RiverLodge Gym.

RiverHouse *Closed Mondays*

Clubhouse Staff Hours:

- 11am – 7pm (Sunday, Tuesday - Thursday)
- 11am - 9pm (Friday & Saturday)

Recreational & Lap Pool:

- Both pools are open 30 minutes after Sunrise until 30 minutes before Sunset.
- Lap Pool is for Lap Swim Only!!! No hanging on Lap Lines!! No diving off dive blocks!

Fitness Center:

- 4am – 12am (Sunday – Saturday)

Other Updates:

- The RiverHouse Slide hours are 11am – 7pm, on Saturdays, Sundays, & Labor Day 9/7/2026.
 - The RiverHouse slide will be closed, & lifeguards will be done for the season after 9/7/2026.
 - Parts have been ordered to repair the control knob and valve assembly for the Aquatic Access Hydraulic ADA Pool Chair Lift at the RiverHouse Recreational Pool.
-

RiverClub *Closed Tuesdays*

Amenity Hours:

- 10am – 9pm (Sunday, Monday, Wednesday, & Thursday)
- 10am – 10pm (Friday & Saturday)

Other Updates:

- “We Do Locksmith” came out 8/5/2026 to repair the door handle for the RiverClub mop room.
 - 5 Smooth Stones out Tuesday, 8/3/2026 to ensure proper functioning of the Control 4 system.
-

RiverLodge *Closed Wednesdays*

Amenity Hours (Airnasium & Fireplace):

- 10am – 8pm (Thursday - Tuesday)

Water Activity Pool/Splash Pad & Lifeguard Hours:

- The Water Activity Pool/Splash Park will only be open when lifeguards are on duty.
- Lifeguards will be on duty from 10am – 8pm.

Lazy River, Lounge Area, & Volleyball Court Hours:

- 10am – 30 minutes before sunset

Fitness Center:

- 4am – 12am (Sunday – Saturday)

Other Updates:

- The WAP Pool/Splash Park is open 10am – 8pm (Thursday – Tuesday), including 9/7/2026.
 - After Labor Day, the WAP Pool/Splash Park is open Saturdays & Sundays through 9/27/2026.
 - We are currently awaiting parts to fix the big fan in the RiverLodge Gym.
 - Technogym completed the Semi-Annual Preventative Maintenance service on 8/26/2026.
-

RIVERTOWN

RECDD's Café Report

Date of report: **09/16/2026**

Submitted by: **Lisa McCormick & Richard Losco**

July was an exciting month at the RiverClub Café highlighted by successful events which included music bingo, live music entertainment, and the 4th of July Golf Cart Parade and Events. The residents enjoyed the camaraderie and atmosphere of the Café and its' staff. This continued success will allow us to manage our slower months in the upcoming winter season and retain positive cash flow throughout the year to manage our payroll and cost of goods.

Driven by a steady influx of residents and guests, the Café successfully recorded its highest-grossing sales month in the Café's history. Higher customer volume drove operating margin expansion, supported by strict expense controls. Tight management of labor and inventory allowed us to meet our target cost percentages.

Net Sales totaled \$114,817.16 compared to \$88,267.94 prior year, a 30% increase. Wages as a percentage of net sales were 23.0% and Food and Beverage at 41.1% of net sales.

Cost of Goods Sold (Food and Beverage) was @ 41.1% in the month of July, compared to 40.4% prior year.

Food & Beverage as % of Revenue:

Target	12-Month	% Rate – 40%
Optimal	12-Month	% Rate – 35%
Actual	July '26	% Rate – 41%

Gross Wages as % of net sales were 23.0% in the month of July, compared to 28.0% prior year.

Gross Wages as % of Revenue:

Target	12-Month	% Rate – 35%
Optimal	12-Month	% Rate – 30%
Actual	July '26	% Rate – 23%

In our ongoing effort to keep our menu prices low, we are continually evaluating our food brokers and securing the best possible pricing for the Café and our residents. This allows us to mitigate inflationary pressures and keep with our commitment of fiscal responsibility and operational efficiency. These measures allow us to maximize net profit margins and operational cash flows, which will be directly reinvested into the district to benefit our community residents.



Work Order	01018976	Account	Rivers Edge II CDD
Actual Start	8/27/2026 9:30 AM	Contact	Kevin McKendree
		Address	73 Shinnecock Drive Saint Johns, FL 32259 United States

Appointment Information

Specialist	Today I removed accessible	Name	MICHAEL HOWARD JR
Comments to	trash debris from in and around	Specialist State	
Customer	the ponds.	License	
		Number	

On 8/20 I treated ponds 11, 13 & 15 for shoreline algae. I also treated ponds 8, 9, 10, 11, 12, 13, 14 & 15 with lake dye to help prevent the growth of algae and to help with the overall color of them. I planned on treating pond 8 for algae as well, but my backpack busted on me so i had to hold off on it at this time. But it doesn't look bad, just had some around the edges. I'll definitely get to it next visit.

On 8/27 I treated ponds jj & kk for a small bit of algae and floating weeds. I treated pond nn for shoreline algae. I treated pond ss for shoreline weeds and grasses. I also treated ponds jj, kk, nn, ss, tt & uu with lake dye to help prevent the growth of algae and to help with the overall color of them. Treatments from last visit worked well and all ponds are looking good.

No other chemical treatments were used at this time. Have a great day and thanks for



Specialist choosing Solitude lake
Comments to management
Customer

Assets Serviced

Work Order Line Item

Asset Name	Status	Product Work Type Name
Rivers Edge CDD II Pond 11	Treated	
Rivers Edge CDD II Pond 10	Treated	
Rivers Edge CDD II Pond JJ	Treated	
Rivers Edge CDD II Pond RC2	Inspected	
Rivers Edge CDD II Pond 15	Treated	
Rivers Edge CDD II Pond 13	Treated	
Rivers Edge CDD II Pond 8	Treated	
Rivers Edge CDD II Pond 5	Inspected	
Rivers Edge CDD II Pond 7	Inspected	
Rivers Edge CDD II Pond 4	Inspected	
Rivers Edge CDD II Pond RC1	Inspected	
Rivers Edge CDD II Pond 12	Treated	
Rivers Edge CDD II Pond 22	Inspected	
Rivers Edge CDD II Pond 21	Inspected	
Rivers Edge CDD II Pond 20	Inspected	
Rivers Edge CDD II Pond 19	Inspected	
Rivers Edge CDD II Pond 23	Inspected	
Rivers Edge CDD II Pond 2	Inspected	
Rivers Edge CDD II Pond 1	Inspected	
Rivers Edge CDD II Pond 9	Treated	
Rivers Edge CDD II Pond 3	Inspected	
Rivers Edge CDD II Pond 14	Treated	
Rivers Edge CDD II Pond 6	Inspected	
Rivers Edge CDD II Pond NN	Treated	



Asset Name	Status	Product Work Type Name
Rivers Edge CDD II Pond TT	Treated	
Rivers Edge CDD II Pond KK	Treated	
Rivers Edge CDD II Pond CR3	Inspected	
Rivers Edge CDD II Pond SS	Treated	
Rivers Edge CDD II Pond 18	Inspected	
Rivers Edge CDD II Pond 17	Inspected	
Rivers Edge CDD II Pond 16	Inspected	
Rivers Edge CDD II Pond UU	Treated	

Service Parameters Applied

Work Order Line Item

Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond 1	ALGAE CONTROL	
Rivers Edge CDD II Pond 1	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 1	MONITORING	
Rivers Edge CDD II Pond 1	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 2	ALGAE CONTROL	
Rivers Edge CDD II Pond 2	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 2	MONITORING	
Rivers Edge CDD II Pond 2	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 6	ALGAE CONTROL	
Rivers Edge CDD II Pond 6	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 6	MONITORING	
Rivers Edge CDD II Pond 6	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 14	ALGAE CONTROL	
Rivers Edge CDD II Pond 14	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 14	MONITORING	
Rivers Edge CDD II Pond 14	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 3	ALGAE CONTROL	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond 3	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 3	MONITORING	
Rivers Edge CDD II Pond 3	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 9	ALGAE CONTROL	
Rivers Edge CDD II Pond 9	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 9	MONITORING	
Rivers Edge CDD II Pond 9	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 4	ALGAE CONTROL	
Rivers Edge CDD II Pond 4	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 4	MONITORING	
Rivers Edge CDD II Pond 4	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 7	ALGAE CONTROL	
Rivers Edge CDD II Pond 7	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 7	MONITORING	
Rivers Edge CDD II Pond 7	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 5	ALGAE CONTROL	
Rivers Edge CDD II Pond 5	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 5	MONITORING	
Rivers Edge CDD II Pond 5	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 8	ALGAE CONTROL	
Rivers Edge CDD II Pond 8	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 8	MONITORING	
Rivers Edge CDD II Pond 8	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 12	ALGAE CONTROL	
Rivers Edge CDD II Pond 12	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 12	MONITORING	
Rivers Edge CDD II Pond 12	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond RC1	ALGAE CONTROL	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond RC1	LAKE WEED CONTROL	
Rivers Edge CDD II Pond RC1	MONITORING	
Rivers Edge CDD II Pond RC1	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 10	ALGAE CONTROL	
Rivers Edge CDD II Pond 10	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 10	MONITORING	
Rivers Edge CDD II Pond 10	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 11	ALGAE CONTROL	
Rivers Edge CDD II Pond 11	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 11	MONITORING	
Rivers Edge CDD II Pond 11	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 13	ALGAE CONTROL	
Rivers Edge CDD II Pond 13	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 13	MONITORING	
Rivers Edge CDD II Pond 13	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 15	ALGAE CONTROL	
Rivers Edge CDD II Pond 15	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 15	MONITORING	
Rivers Edge CDD II Pond 15	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond RC2	ALGAE CONTROL	
Rivers Edge CDD II Pond RC2	LAKE WEED CONTROL	
Rivers Edge CDD II Pond RC2	MONITORING	
Rivers Edge CDD II Pond RC2	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond JJ	ALGAE CONTROL	
Rivers Edge CDD II Pond JJ	LAKE WEED CONTROL	
Rivers Edge CDD II Pond JJ	MONITORING	
Rivers Edge CDD II Pond JJ	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond CR3	ALGAE CONTROL	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond CR3	LAKE WEED CONTROL	
Rivers Edge CDD II Pond CR3	MONITORING	
Rivers Edge CDD II Pond CR3	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond KK	ALGAE CONTROL	
Rivers Edge CDD II Pond KK	LAKE WEED CONTROL	
Rivers Edge CDD II Pond KK	MONITORING	
Rivers Edge CDD II Pond KK	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond TT	ALGAE CONTROL	
Rivers Edge CDD II Pond TT	LAKE WEED CONTROL	
Rivers Edge CDD II Pond TT	MONITORING	
Rivers Edge CDD II Pond TT	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond NN	ALGAE CONTROL	
Rivers Edge CDD II Pond NN	LAKE WEED CONTROL	
Rivers Edge CDD II Pond NN	MONITORING	
Rivers Edge CDD II Pond NN	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond SS	ALGAE CONTROL	
Rivers Edge CDD II Pond SS	LAKE WEED CONTROL	
Rivers Edge CDD II Pond SS	MONITORING	
Rivers Edge CDD II Pond SS	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond UU	ALGAE CONTROL	
Rivers Edge CDD II Pond UU	LAKE WEED CONTROL	
Rivers Edge CDD II Pond UU	MONITORING	
Rivers Edge CDD II Pond UU	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 6	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond 14	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 3	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 9	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 4	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 7	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 5	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 8	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 12	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond RC1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 10	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 11	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 13	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 15	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond RC2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond JJ	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond CR3	TRASH / DEBRIS COLLECTION (IN HOUSE)	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond KK	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond TT	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond NN	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond SS	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond UU	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 16	ALGAE CONTROL	
Rivers Edge CDD II Pond 16	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 16	MONITORING	
Rivers Edge CDD II Pond 16	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 17	ALGAE CONTROL	
Rivers Edge CDD II Pond 17	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 17	MONITORING	
Rivers Edge CDD II Pond 17	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 18	ALGAE CONTROL	
Rivers Edge CDD II Pond 18	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 18	MONITORING	
Rivers Edge CDD II Pond 18	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 19	ALGAE CONTROL	
Rivers Edge CDD II Pond 19	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 19	MONITORING	
Rivers Edge CDD II Pond 19	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 20	ALGAE CONTROL	
Rivers Edge CDD II Pond 20	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 20	MONITORING	
Rivers Edge CDD II Pond 20	SHORELINE WEED CONTROL	



Asset Name	Product Work Type Name	Specialist Comments
Rivers Edge CDD II Pond 21	ALGAE CONTROL	
Rivers Edge CDD II Pond 21	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 21	MONITORING	
Rivers Edge CDD II Pond 21	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 22	ALGAE CONTROL	
Rivers Edge CDD II Pond 22	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 22	MONITORING	
Rivers Edge CDD II Pond 22	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 23	ALGAE CONTROL	
Rivers Edge CDD II Pond 23	LAKE WEED CONTROL	
Rivers Edge CDD II Pond 23	MONITORING	
Rivers Edge CDD II Pond 23	SHORELINE WEED CONTROL	
Rivers Edge CDD II Pond 16	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 17	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 18	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 19	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 20	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 21	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 22	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Rivers Edge CDD II Pond 23	TRASH / DEBRIS COLLECTION (IN HOUSE)	

Service Photos



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:	Detective [REDACTED] #11319			
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD181962	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

SJSO26CAD181971, SJSO26CAD182027, SJSO26CAD182046, SJSO26CAD182072, SJSO26CAD182080, SJSO26CAD182141, SJSO26CAD182221

4 written warnings and 1 verbal warning for excessive speed. Also assisted Fire/Rescue with a large brush fire caused by a lightning strike and a residence struck by lightning. No reported injuries.

Multiple rounds of patrols conducted throughout the entire neighborhood.

RollKall Invoice#: 6933374



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:	Detective [REDACTED] #11319			
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD198427	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

SJSO26CAD198595, SJSO26CAD198441, SJSO26CAD198590, SJSO26CAD198563

1 traffic stop resulting in a verbal warning for excessive speed, handled a 911 hangup call, assisted Fire/Rescue with a student displaying signs of a seizure at Hallowes Cove Academy and located a runaway juvenile who left school at Hallowes Cove Academy. Juvenile was returned to parents' custody.

Multiple rounds of patrols conducted throughout the entire neighborhood as well as spent time foot patrolling Hallowes Cove Academy

RollKall Invoice#: 7078396



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:	Sergeant [REDACTED] #10379			
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD201140	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

Total Contacts:5 Citations:0 Warnings:6 Top speed measured by Radar was, **40 MPH on RiverTown Main Street

Patrols conducted at RiverTown Main Street and Fawnwood Dr/ Ruskin Dr. Contacted several juveniles on illegal emotos who were issued warnings and educated on the law. Assisted patrol units with a disturbance within the neighborhood.

Multiple rounds of patrols conducted throughout the entire neighborhood.

RollKall Invoice#: 7117591



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:	Detective [REDACTED] #11319			
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD205779	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

SJSO26CAD205802, SJSO26CAD205814, SJSO26CAD205927

2 written warnings for excessive speed and assisted Fire/Rescue with a 15 month old child having a seizure.
Child was transported to Baptist conscious/breathing.

Multiple rounds of patrols conducted throughout the entire neighborhood.

RollKall Invoice#: 7078397



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:				
Corporal [REDACTED] # 10727				
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD195584	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

Total Contacts:7 Citations:2 Warnings:6 Top speed measured by Radar was, 52 MPH on Rivertown Main St. Multiple patrols conducted throughout neighborhood. Patrolled the Riverhouse and Riverlodge multiple times throughout the evening. Nothing suspicious observed.

Spoke to a group of juveniles on electric scooters. None of them were wearing helmets and they were educated on the laws pertaining to electric scooters.

I was flagged down by a woman who advised a group of juveniles on a golf cart were shooting Orbeez at people throughout the community. No calls were received regarding the incident and I was unable to locate any juveniles matching the description.

RollKall Invoice#: I-082426-3661



ST JOHNS COUNTY SHERIFF'S OFFICE
Statistic Sheet

Rivertown CDD
Corbin deNagy
GMS Services LLC
475 W. Town Place, Suite 114
Saint Augustine, FL 32092

NAME / ID:	Sergeant [REDACTED] #10379			
DATE	CAD #	TIME IN	TIME OUT	TOTAL HOURS
[REDACTED]	SJSO26CAD197977	[REDACTED]	[REDACTED]	6

ACTIVITY / COMMENTS:

Total Contacts:4 Citations:0 Warnings 4 Highest Recorded Speed by radar 40MPH* / 30MPH zone.

Traffic Enforcement Conducted along Rivertown Main @ Claiborne Ln and Elk Grove. One Juvenile stopped on Electric Motorcycle (Emoto). Parents notified. Inclement weather throughout the evening.

Multiple rounds of patrols conducted throughout the entire neighborhood.

RollKall Invoice#: 6999695

FIFTH ORDER OF BUSINESS



MEMORANDUM

To: Board of Supervisors; District Staff

From: Kilinski | Van Wyk PLLC

Date: September 1, 2026

Re: Updated Provisions of the District's Rules of Procedure

Please find attached to this memorandum an updated version of the previously adopted Rules of Procedure ("Rules"). Revisions were made to maintain consistency between the Rules and current Florida law, including statutory changes adopted in recent Legislative Sessions, as well as to facilitate greater efficiency in the operation of the District. An explanation of each material change to the Rules is provided below. Minor formatting or proofreading changes are not summarized. Should you have any questions regarding the revisions to the Rules, please do not hesitate to contact your KVV attorney.

Business Hours

Language was added to Rules 1.0(3) and 3.11(1)(d) to clarify that the normal business hours of the District are 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays.

Public Meetings, Hearings, and Workshops

Language was added to Rule 1.3(1) to state that publication of the annual meeting notice satisfies the requirement to give at least seven days' notice of each Board meeting.

Language was added to Rule 1.3(1)(d) to provide an earlier deadline for individuals to request accommodations for meeting participation. An individual requiring special accommodations to participate in the meeting, hearing, or workshop must contact the office of the District Manager at least three (3) business days prior to the scheduled meeting, hearing, or workshop.

Language was added to Rule 1.3(3) to provide examples of what may constitute "good cause" to amend a meeting agenda.

Language was added to Rule 1.3(6) to require that the notice for an emergency meeting include the specific reasons for the emergency meeting.

Notice of Rule Development

Rule 2.0(2) was revised to reflect the recent legislative change requiring the Notice of Rule Development to be published at least seven (7) days prior to the notice of rulemaking and thirty-five (35) days prior to the public hearing on the proposed rule. Rule 2.0(2) was also revised to require the Notice of Rule Development to include the following: (1) the grant of rulemaking authority for the proposed rule and the law being implemented; and (2) the proposed rule number.



Notices of Rulemaking

Rule 2.0(3) was also revised to reflect the recent legislative changes requiring the Notice of Rulemaking to include the following: (1) the proposed rule number; (2) the name, email address, and telephone number of the staff member who may be contacted regarding the intended action; and (3) the website where the statement of estimated regulatory costs may be viewed in its entirety, if applicable.

Rule 2.0(3) was further revised to require any material proposed to be incorporated by reference be available for inspection and copying by the public at the time of publication of the Notice of Rulemaking and to permit the Notice of Rulemaking to be delivered electronically to all persons named in the proposed rule or who have requested advance notice of rulemaking.

Petitions to Initiate Rulemaking

Rule 2.0(5) was revised to require the District's Board of Supervisors to initiate rulemaking proceedings within thirty (30) calendar days of receiving a petition to initiate rulemaking proceedings, in accordance with Florida Statutes.

Emergency Rule Adoption

Rule 2.0(8) was amended to permit the District's Board of Supervisors to adopt an emergency rule if it is necessitated by immediate danger to the public health, safety, or welfare, or if the Legislature authorizes the Board of Supervisors to adopt emergency rules. Notice of the emergency rules must include the Board of Supervisors' findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.

Rule Variances

Rule 2.0(12)(a) was amended to include safety-related concerns as an example of a "substantial hardship" which could justify a rule variance.

Competitive Purchases

Rule 3.0(3) was revised to incorporate the recent legislative change that prohibits the District from penalizing a bidder for performing a larger volume of construction work for the District or rewarding a bidder for performing a smaller volume of construction work for the District on a public works project as defined in Section 255.0992, *Florida Statutes*. A public works project is defined as "an activity that is paid for with any local or state-appropriated funds and that consists of the construction, maintenance, repair, renovation, remodeling, or improvement of a building, road, street, sewer, storm drain, water system, site development, irrigation system, reclamation project, gas or electrical distribution system, gas or electrical substation, or other facility, project, or portion thereof owned in whole or in part by any political subdivision." A public works project does not include the provision of goods, services, or work incidental to the public works project, such as security services, janitorial services, landscape services, maintenance services, or any other



KILINSKI | VAN WYK

services that do not require a construction contracting license or involve supplying or carrying construction materials for a public works project.

Auditor Selection Committee Notices

Rule 3.2(6) was revised to require seven (7) days' notice of Auditor Selection Committee meetings, in accordance with Florida Law regarding meeting notices.

Purchase of Insurance

Rule 3.3(2)(g) was amended to remove "geographic location" from the list of evaluation criteria for the purchase of insurance.

Prequalification of Contractors

Rules 3.4(3) and (4) were amended to provide additional procedures for suspension, revocation, or denial of qualifications and reapplication and reinstatement.

Construction Contract Bids

Rule 3.5(2)(e) was amended to clarify that mistakes in arithmetic extension of pricing may be corrected by the Board provided such corrections do not result in a material change to the bid amount or create an unfair advantage.

Emergency Construction Service Purchases

Rule 3.5(5) was amended to clarify the circumstances under which the District may undertake an emergency purchase of construction services.

Bid Protests

Rules 3.11(4) and (5) were amended to provide additional details regarding the required procedures for bid protests.

Facsimile Notices, Generally

Changes were made throughout the Rules to remove facsimile as a method of notice and to add electronic mail as an acceptable method of notice where permitted by law.

RESOLUTION 2026-11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVERS EDGE II COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE DATE, TIME AND PLACE OF PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING RESTATED RULES OF PROCEDURE; AND PROVIDING AN EFFECTIVE DATE

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

WHEREAS, the Board of Supervisors of the District (the “Board”) is authorized by Section 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*; and

WHEREAS, the Board previously adopted *Rules of Procedure* to govern the operation and administration of the District and now wishes to set a public hearing to consider amendments thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVERS EDGE II COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. A Public Hearing will be held to adopt the District’s Amended and Restated Rules of Procedure on **November 18, 2026, at 11:00 a.m., at the RiverTown Amenity Center located at 156 Landing Street, St. Johns, Florida 32259.**

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 16th day of September 2026.

ATTEST:

**RIVERS EDGE II COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Proposed Amended and Restated Rules of Procedure

**RULES OF PROCEDURE
RIVERS EDGE II COMMUNITY
DEVELOPMENT DISTRICT**

EFFECTIVE AS OF [DATE]

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Rule 1.0 General.

- (1) The Rivers Edge II Community Development District (“District”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (“Rules”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours, which are 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (“Board”) shall consist of five (5) members. Members of the Board (“Supervisors”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation. Florida Open Meetings Laws apply to such Committees.
- (4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accordance with the provisions of Chapter 286 of the Florida Statutes.
- (6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The Board member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board

member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:

- (a) Agenda packages for prior twenty-four (24) months and next meeting;
- (b) Official minutes of meetings, including adopted resolutions of the Board;
- (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
- (d) Adopted engineer's reports;
- (e) Adopted assessment methodologies/reports;
- (f) Adopted disclosure of public financing;
- (g) Limited Offering Memorandum for each financing undertaken by the District;
- (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
- (i) District policies and rules;
- (j) Fiscal year end audits; and
- (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include, but are not limited to, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules

is appointed as the District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature ~~and~~ volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "extensive" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("Coordinator") for the District as required by the Florida Commission on Ethics ("Commission"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to ~~the~~^{his or her} affiliation with the District ("Reporting Individual"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week, and shall satisfy the requirement to give at least seven (7) days' public notice stated herein. Each Notice shall state, as applicable:
 - (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "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~~three (3) business days before the meeting/hearing/workshop by contacting the District Manager at _____. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "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."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days before each meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential and any confidential and exempt information, shall be available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval (“Meeting Materials”). Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into Meeting Materials. For good cause, which includes but is not limited to emergency situations, time-sensitive matters, or newly discovered information essential for Board consideration, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format, or similar format, in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comment
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager
 - 1. Financial Report

2. Approval of Expenditures

Supervisor's requests and comments

Public comment

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, including the specific reasons for the emergency meeting. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a three (3) minutes per person, unless extended or reduced by the Chairperson based on the number of speakers and meeting agenda and other reasonable factors reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the

funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist. Extraordinary circumstances may include, but are not limited to, illness, family emergencies, or other significant schedule conflicts which prevent in-person meeting attendance.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, an opportunity for final board discussion and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
 - (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.

- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.
- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, *Florida Statutes*, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
- (a) Prevent and detect “fraud,” “waste” and “abuse” as those terms are defined in section 11.45(1), *Florida Statutes*; and
 - (b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (c) Support economical and efficient operations; and
 - (d) Ensure reliability of financial records and reports; and
 - (e) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A “rule” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (“Rule”). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Notice of Rule Development.
 - (a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published ~~at least twenty-nine (29)~~ at least seven (7) days before the notice of rulemaking described in Section 2.0(3), infra., and at least thirty-five (35) days prior to the public hearing on the proposed rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the ~~specific legal authority for the proposed rule grant of rulemaking authority for the proposed rule and law being implemented,~~ include the proposed rule number, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.
 - (b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.
- (3) Notice of Proceedings and Proposed Rules.
 - (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, ~~setting forth~~ including: a short, plain explanation of the purpose and effect of the proposed action, the proposed rule number (if applicable), a reference to the specific rulemaking authority pursuant to which the rule is adopted, ~~and~~ a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific, and the name, e-mail address, and telephone number of the staff member who may be contacted regarding the intended action. The notice shall include a summary of the District’s statement of ~~the~~ estimated regulatory costs and the website address where

the complete statement of estimated regulatory costs may be viewed, if such a statement has been prepared pursuant to its entirety, if one has been prepared, based on the factors set forth in Section 120.541(2), of the Florida Statutes, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty-one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

- (b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule and any material proposed to be incorporated by reference shall be available for inspection and copying by the public at the time of the publication of notice.
 - (c) The notice shall be mailed, or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to such mailing publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing.
- (4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.
- (5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. Not later than sixty (60) thirty (30) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-

case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.

- (6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:
- (a) The text of the proposed rule, or any amendment or repeal of any existing rules;
 - (b) A detailed written statement of the facts and circumstances justifying the proposed rule;
 - (c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and
 - (d) The published notice.
- (7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that it is necessitated by immediate danger to the public health, safety, or welfare ~~exists~~ which requires immediate action, or if the Legislature authorizes the Board to adopt emergency rules. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of the emergency rules together with the Board's findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority ~~shall~~ be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule provided that such procedures long as it protects the public interest and complies with applicable law and determined by the District and otherwise complies with these provisions.

- (9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation in the county in which the District is located.
- (10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:
- (a) The texts of the proposed rule and the adopted rule;
 - (b) All notices given for a proposed rule;
 - (c) Any statement of estimated regulatory costs for the rule;
 - (d) A written summary of hearings, if any, on the proposed rule;
 - (e) All written comments received by the District and responses to those written comments; and
 - (f) All notices and findings pertaining to an emergency rule.
- (11) Petitions to Challenge Existing Rules.
- (a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.
 - (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other qualified person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.

- (d) Within thirty (30) days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.
 - (e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
 - (f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (12) Variances and Waivers. A “variance” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “waiver” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:
- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, safety-related, or other significant~~or other~~ type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District’s Rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;

- (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.
- (13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 120.54, 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) “Competitive Solicitation” means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) “Continuing Contract” means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) “Contractual Service” means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) “Design-Build Contract” means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) “Design-Build Firm” means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) “Design Criteria Package” means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) “Design Criteria Professional” means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) “Emergency Purchase” means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) “Invitation to Bid” is a written or electronically posted solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) “Invitation to Negotiate” means a written or electronically posted solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) “Negotiate” means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) “Professional Services” means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.
- (m) “Proposal (or Reply or Response) Most Advantageous to the District” means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) “Purchase” means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.

- (o) “Request for Proposals” or “RFP” is a written or electronically posted solicitation for sealed proposals with the title, date, and hour of the public opening designated and requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.
- (p) “Responsive and Responsible Bidder” means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. “Responsive and Responsible Vendor” means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
 - (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual, provided that for a public works project as defined in Section 255.0992, Florida Statutes, the District may not penalize a bidder for performing a larger volume of construction work for the District or reward a bidder for performing a smaller volume of construction work for the District;

(vii) Whether the cost components of the bid or proposal are appropriately balanced; and

(viii) Whether the entity/individual is a certified minority business enterprise as defined in Section 287.0943, *Florida Statutes*.

(q) “Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response” all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.0992, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “Project” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has the right to reject any and all

qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.
- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants

by United States Mail, hand delivery, ~~email~~ electronic mail, ~~facsimile~~, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

(1) Definitions.

- (a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
- (b) "Committee" means the auditor selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Auditor Selection Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

- (i) Hold all required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (4) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (5) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and

place for submitting proposals.

- (6) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed ~~at least seven (7) days~~~~for a reasonable time~~ in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (7) Board Selection of Auditor.
- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.

- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.
- (8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
- (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, electronic mail, ~~faesimile~~, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, relevant business presence and capability to service the geographic location of the company's headquarters and offices in relation to the District's needs, and the ability of the company to guarantee premium

stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed prequalification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, ~~facsimile~~, or overnight delivery service. The notice

shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(3) Suspension, Revocation, or Denial of Qualification

(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:

- i. One of the circumstances specified under Section 337.16(2), *Florida Statutes*, has occurred.
- ii. Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
- iii. The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
- iv. The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
- v. The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.
- vi. The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
- vii. The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension,

revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.

- viii. The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
- ix. The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
- x. The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
- xi. An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
- xii. The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term "contract crime" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term "convicted" or "conviction" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- xiii. Any other circumstance constituting "good cause" under Section 337.16(2), *Florida Statutes*, exists.

- (b) The pre-qualified status of a contractor found delinquent under Section 337.16(1), *Florida Statutes*, shall be denied, suspended, or revoked. A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.

- (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within ten (10) days after the receipt of the notice of intent, the hearing shall be held within thirty (30) days after receipt by the District of the request for the hearing. The decision shall be issued in writing within fifteen (15) business days after the hearing.
- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) If a contractor's pre-qualified status is revoked, suspended, or denied and the contractor receives an additional period of revocation, suspension, or denial of its pre-qualified status, the time periods will run consecutively.
- (f) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- i. Impacts on project schedule, cost, or quality of work;
 - ii. Unsafe conditions allowed to exist;
 - iii. Complaints from the public;
 - iv. Delay or interference with the bidding process;
 - v. The potential for repetition;
 - vi. Integrity of the public contracting process;
 - vii. Effect on the health, safety, and welfare of the public.
- (g) The District shall deny or revoke the pre-qualified status of any contractor and its affiliates for a period of 36 months when it is determined by the District that the contractor has, subsequent to January 1, 1978, been convicted of a contract crime within the jurisdiction of any state or federal court. Any such contractor shall not act as a prime contractor, material supplier, subcontractor, or consultant on any District contract or project during the period of denial or revocation.

(4) Reapplication and Reinstatement

- (a) A contractor whose qualification to bid has been revoked or denied because of

contract crime may, at any time after revocation or denial, file a petition for reapplication or reinstatement. However, a contractor may not petition for reapplication or reinstatement for a period of 24 months after revocation or denial for a subsequent conviction occurring within 10 years of a previous denial or revocation for contract crime.

- (b) If the petition for reapplication or reinstatement is denied, the contractor cannot petition for a subsequent hearing for a period of nine months following the date of the final order of revocation or denial.
- (c) If the petition for reapplication or reinstatement is granted, the contractor must file a current Application for Qualification with the Contracts Administration Office. Reinstatement shall not be effective until issuance of a Certificate of Qualification.

(5) Emergency Suspension and Revocation

- (a) The District may summarily issue an emergency suspension of a contractor's qualification to bid if it finds that imminent danger exists to the public health, safety, or welfare.
- (b) The written notice of emergency suspension shall state the specific facts and reasons for finding an imminent danger to the public health, safety, or welfare exists.
- (c) The District, within 10 days of the emergency suspension, shall initiate formal suspension or revocation proceedings in compliance with Rule 3.4(3), except the 10-day notice requirement shall not be construed to prevent a hearing at the earliest time practicable upon request of the aggrieved party.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.; §§ 14-22.012, 14-22.0121, 14-22.014, Fla. Admin. Code.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, electronic mail, hand delivery, ~~faesimile~~, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, ~~or faesimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of competent jurisdiction of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past five (5) years ~~shall be deemed~~ may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids,

proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board, provided such corrections do not result in a material change to the bid amount or create an unfair advantage. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, electronic mail, hand delivery, ~~faesimile~~, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules: only when there exists an immediate and serious need for construction services that cannot be met through normal procurement methods and the lack of such services would seriously threaten: (i) the District's ability to perform essential services; (ii) the preservation or protection of property or improvements; or (iii) the health, safety, or welfare of any person. The fact that an Emergency Purchase has occurred or is necessary, along with a detailed description of the basis for the emergency determination, shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
- (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.

(ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;

- d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past five (5) years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District,

which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.

7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, ~~faesimile,~~ electronic mail, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.

10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.
- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “goods, supplies, and materials” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five percent (5%). If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, ~~facsimile~~, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, ~~faesimile~~, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.

Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3,

3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours, which are 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via certified mail, facsimile, hand delivery, or email with delivery confirmation ~~United States Mail, or hand delivery~~ to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other qualified person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;

(d) Enter orders; and

(e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) calendar days from receipt of the recommended order days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

(5) Intervenors. Other substantially affected persons may join the proceedings as intervenors by filing a motion to intervene within 10 calendar days of the initial protest filing, on ~~on~~-appropriate terms ~~that~~which shall not unduly delay the proceedings.

(6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.

(7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective [DATE], except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

SIXTH ORDER OF BUSINESS

COST-SHARE STATUS COVER SHEET

Instructions to Staff: Please complete this form and attach as a cover sheet to each proposal presented for approval.

Proposal: Pond Maint. Addendum - Ponds 24 & 25 - RECDD II

1. Is the cost for this work intended to be shared?

☒ Yes (Please proceed to question 2)

☐ No, the entire cost will be paid by: [Choose One]
(Please leave remainder of form blank)

2. If yes, please check one of the following:

☐ This work was reviewed by the engineer and methodology consultant and jointly they have determined the costs are “Shared Costs”, as defined in the *Interlocal Agreement*, and such Shared Costs are budgeted expenses in the current fiscal year budget.

☒ This work is for a new or supplemental area, service, or improvement that was not previously budgeted as Shared Costs and/or were not budgeted items for the current fiscal year and require immediate funding. (Please attach the Cost-Share Request Form).

[End of Cover Sheet]

COST SHARE REQUEST

This cost share request (the "Request") shall be subject to and governed by the terms of that certain *Tri-Party Interlocal and Cost Share Agreement Regarding Shared Improvement Operation and Maintenance Services and Providing for the Joint Use of Amenity Facilities*, dated November 1, 2019, as may be amended from time to time ("Interlocal Agreement").

Requesting Party: Rivers Edge II CDD

- Request: ☐ Supplemental maintenance services for existing Improvements (i.e. enhancement of existing improvement areas). (Methodology Consultant must sign. Please attach party signature page.)
- ☐ Addition of new improvements (Methodology Consultant and Engineer must sign)

Please identify the scope of supplemental services or describe the additional improvements requested to be added. Attach service maps that clearly identify new or enhanced maintenance areas. Attach additional sheets if necessary:

Adding additional pond services for Ponds 24 & 25

(Solitude Lake)

Total Proposed
Compensation: \$ 7,116.00

Cost Share		
Calculation:	<u>\$2,579.91</u>	Rivers Edge
	<u>\$1,983.16</u>	Rivers Edge II
	<u>\$2,552.93</u>	Rivers Edge III

Methodology
Consultant Approval: _____
(Signature)

(Date)

If requesting addition of new improvements:

Engineer
Approval: _____
(Signature)

(Date)

[Please attach this page for supplemental maintenance services for existing Improvements]

The undersigned Parties hereby consent to the Request as specified herein, and agree that the aforementioned supplemental maintenance services shall be subject to and governed by the Interlocal Agreement.

**RIVERS EDGE COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

**RIVERS EDGE II COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

RIVERS EDGE III CDD

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

AMENDMENT TO ANNUAL SERVICES AGREEMENT

PROPERTY NAME: Rivers Edge II CDD

CUSTOMER NAME: Rivers Edge II CDD

SERVICE DESCRIPTION: **Adding Pond 24 and Pond 25 to the Annual Pond Maintenance plan**

EFFECTIVE DATE: **The 1st of the month following acceptance by the Customer**

SUBMITTED TO: Kevin McKendree

SUBMITTED BY: Brittany Hemery, Contract and Service Administrator

This Amendment to the Annual Services Agreement (the "Amendment") is dated as of this 11th day of August, 2026, by and between the Customer identified above ("Customer"), and SOLitude Lake Management, LLC ("SOLitude" or "Company"). By executing this Amendment, Customer and SOLitude agree to make certain amendments to the Annual Services Agreement executed between the parties on September 24, 2026 (the "Services Agreement") as further described herein.

1. **SERVICES.** SOLitude will provide the Services at the Customer's property as described in Schedule A attached hereto.
2. **PAYMENT TERMS.** The Amendment Price is **\$7,116.00**. SOLitude shall invoice Customer **\$593.00 per month** for the Services to be provided under this Amendment. **The price indicated in this Amendment shall be billed in addition to the regular monthly contract invoice amount.**
3. **MISCELLANEOUS.**
 - a. Capitalized terms used but not defined herein shall have the meaning ascribed to such terms in the Services Agreement.
 - b. The remainder of the Services Agreement shall be and remain in full force and effect and unmodified, except as the same is specifically modified or amended hereby. All covenants, terms, obligations and conditions of the Agreement which are not modified or amended herein are hereby ratified and confirmed.
 - c. This Amendment may be executed in multiple counterparts by the parties, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same instrument.
 - d. The parties acknowledge and agree that this Amendment may be executed or accepted using electronic or facsimile signatures, and that such a signature shall be legally binding to the same extent as a written cursive signature by a party's authorized representative.



By signing below, the Parties agree to be bound by the terms and conditions of this Amendment and any accompanying exhibits as of the Amendment Effective Date.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

RIVERS EDGE II CDD

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Please Remit All Payments to:

Customer's Address for Notice Purposes:

**SOLitude Lake Management, LLC
PO Box 85529
Chicago, IL 60689-5529**

Please Mail All Notices and Agreements to:

**SOLitude Lake Management, LLC
1253 Jensen Drive, Suite 103
Virginia Beach, VA 23451**



SCHEDULE A - SERVICES

A SOLitude Aquatic Specialist will visit the site and inspect the ponds one time per week.

Monitoring:

1. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

Aquatic Weed Control:

1. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found at the time of application.
2. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected for any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
2. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Algae Control:

1. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Trash Removal:

1. Trash will be removed from the pond(s) and disposed of offsite. Any large item or debris that is not easily and reasonably removable by one person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

Service Reporting:

1. Customer will be provided with a service report detailing all of the work performed as part of this contract after each visit.



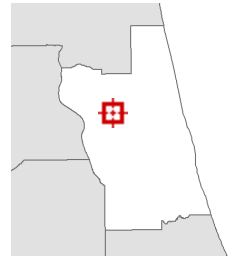
General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense. The application method and equipment (boat, ATV, backpack, etc.) used is determined by our technician at the time of the treatment to ensure the most effective method is provided for optimal results.





Overview



Legend

 Parcels

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible.
No warranties, expressed or implied, are provided for the data herein, its use or interpretation.

Date created: 8/4/2026

Last Data Uploaded: 8/4/2026 3:58:27 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

SEVENTH ORDER OF BUSINESS

COST-SHARE STATUS COVER SHEET

Instructions to Staff: Please complete this form and attach as a cover sheet to each proposal presented for approval.

Proposal: Landscape Maint. Services - Addendum (Springs) - RECDD III

1. Is the cost for this work intended to be shared?

☒ Yes (Please proceed to question 2)

☐ No, the entire cost will be paid by: [Choose One]
(Please leave remainder of form blank)

2. If yes, please check one of the following:

☐ This work was reviewed by the engineer and methodology consultant and jointly they have determined the costs are "Shared Costs", as defined in the *Interlocal Agreement*, and such Shared Costs are budgeted expenses in the current fiscal year budget.

☒ This work is for a new or supplemental area, service, or improvement that was not previously budgeted as Shared Costs and/or were not budgeted items for the current fiscal year and require immediate funding. (Please attach the Cost-Share Request Form).

[End of Cover Sheet]

COST SHARE REQUEST

This cost share request (the "Request") shall be subject to and governed by the terms of that certain *Tri-Party Interlocal and Cost Share Agreement Regarding Shared Improvement Operation and Maintenance Services and Providing for the Joint Use of Amenity Facilities*, dated November 1, 2019, as may be amended from time to time ("Interlocal Agreement").

Requesting Party: Rivers Edge III CDD

Request: ☐ Supplemental maintenance services for existing Improvements (i.e. enhancement of existing improvement areas). (Methodology Consultant must sign. Please attach party signature page.)
☐ Addition of new improvements (Methodology Consultant and Engineer must sign)

Please identify the scope of supplemental services or describe the additional improvements requested to be added. Attach service maps that clearly identify new or enhanced maintenance areas. Attach additional sheets if necessary:

Additional landscape and maintenance services for The Springs - Parcel 37, 2 - RECDD III

(Yellowstone Landscape)

Total Proposed
Compensation: \$ 43,200.00

Cost Share		
Calculation:	<u>\$15,662.16</u>	Rivers Edge
	<u>\$12,039.41</u>	Rivers Edge II
	<u>\$15,498.43</u>	Rivers Edge III

Methodology
Consultant Approval: _____
(Signature)

(Date)

If requesting addition of new improvements:

Engineer
Approval: _____
(Signature)

(Date)

[Please attach this page for supplemental maintenance services for existing Improvements]

The undersigned Parties hereby consent to the Request as specified herein, and agree that the aforementioned supplemental maintenance services shall be subject to and governed by the Interlocal Agreement.

**RIVERS EDGE COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

**RIVERS EDGE II COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

RIVERS EDGE III CDD

By: _____
☐ Chair ☐ Vice-Chair, Board of Supervisors

Date: _____

INVESTMENT & AGREEMENT-The Springs Addendum



Common Area - Core Maintenance Services	ANNUAL INVESTMENT
Mowing and Detailing-Common Grounds & 1 Additional Pond Includes Mowing, Edging, String Trimming, Shrub/Tree Pruning, Weeding, and Cleanup	\$32,910.00
IPM Chemical and Fertilization-3 Acres of treatable Turf Includes Chemical and Fertilization Applications	\$6,240.00
Irrigation Inspections-15 Additional Zones Includes Standard Irrigation Inspection and Reports	\$2,550.00
Palm Pruning-35 Total Palms Prune Entry Palms (1 Time Per year)	\$1,500.00
Annual Grand Total	\$43,200.00

MONTHLY GRAND TOTAL	ANNUAL GRAND TOTAL
\$3,600.00	\$43,200.00

Key Terms & Conditions

Agreement Overview

This summary highlights important aspects of our service agreement. The complete terms and conditions are available in the appendix.

Our Commitment to You

- We provide all labor, materials, equipment, and supervision necessary for the services outlined in this proposal
- All work will be performed according to standard landscape maintenance practices by properly licensed personnel
- We maintain comprehensive insurance coverage including general liability, auto, and workers' compensation
- We stand behind our work with a 1 year warranty on workmanship and plant materials

Your Investment

- **Start Date:**
- **End Date:**
- Annual service fee: **\$43,200.00** billed in equal monthly installments of **\$3,600.00**
- Payment terms: Due upon receipt of monthly invoice
- Contract term: Initial **12 Month** period with automatic renewal unless terminated.

Additional Services

- Services beyond the scope of this agreement require written approval
- Emergency services available with 24-hour response capability
- Irrigation repairs are provided at additional cost

Service Assurance

- Regular property inspections with written documentation
- Responsive communication with your dedicated Account Manager
- Environmental compliance with all applicable regulations
- Guarantee to correct any service deficiencies promptly

Service Frequency OVERVIEW



Rivers Edge CDD III - The Springs Addendum

Managing the needs of your unique landscape requires planning, timing, and execution with an emphasis on the details. Our experience and resources help us ensure the health and sustainability of your living investment.

The following table summarizes our planned visits for completing each of the services performed on your property throughout each year.

Service Category	Frequency
Maintenance Visits	Weekly: April 1st - October 31st Biweekly: November 1st - March 31st
Detail	12 - Property sectioned off so that all areas are covered 1x Per Month
IPM - Fertilization and Pest Control	Irrigated Turf: 6 and spot treatments as needed Shrubs, Trees, Palms: 2 and spot treatments as needed
Irrigation Inspections	12(Includes Irrigation Head Replacement
Tree Pruning	Up to 10ft above grade - above 10ft will be proposed
Mulch	Per Request
Annual Flowers	N/A
Palm Pruning	1