

RIVERTOWN

RECDD | General Manager Report

Date of report: 11/17/21

Submitted by: Jason Davidson

RiverHouse update/No board action required:

Tasker Update

Item	Owner	Description	Progress
Sidewalk Stenciling	Johnathan	Provide additional signage on both Kendall Crossing sidewalks. Work with Supervisor Baron to identify other areas	in progress
Raised Sidewalk on OBT by Olivette	Johnathan	There is a raised sidewalk that will need to be grinded down	this has been identified and we will acquire vendors for repare
MTS of Jax Approved for purchase of material for re-sling	Johnathan	Will get with MTS and get the material ordered. Once received we will begin the project	Check was cut awaiting material
Community Lighting	Jason	Work with Supervisor Baron to create a comprehensive plan	Jason, Fred and FPL sitting down on 11/2 for discussion
RiverHouse Family Pool	Jason/Johnathan	Investigate alternatives to sand filter. If a feasible alternative is identified that would result in a savings identify a breakeven timeline. Submit multiple proposals.	Staff has reached out to the following vendors and are awaiting a reply Big Z, ComPac, CES, Evoqua
Food Service at RiverHouse	Jason	Investigate vending machine options. Provide expense and process of obtaining an agricultural license. Reach out to food truck vendor.	met with Mac on 10/28 in regards
Gym repairs	Jason	Proceed with repairs. Work with Mac on refurbishing equipment	met with Mac on 10/28 in regards
Soccer Shots	Jason	Make sure adequately staffed	completed on 10/25
Landscaping Grade sheet	Jason	Add header stating that the scope includes all 3	Completed
Park Benches	Jason	Submit proposals next meeting	This will be included in the agenda for consideration
Utility Vehicle Proposals	Jason	Present proposals to CDDs 1 and 2.	in progress
Unauthorized resident events	Jason	Work with Counsel re: parties hosted on CDD grounds	in progress
Fireworks	Jason	Work with Counsel on a message that will need to go out to the residents	in progress
Update Website with new drink menu. Make sure website is always current	Clint/Eric	Eric to work with Clint to ensure any changes in the Cafe are reflected in the website	completed as of 10/25
Trim back foliage from roadway signs	Johnathan	Work with VerdeGo to cut back	in progress
Stump Grind in common area on Calumet in the Enclaves	Johnathan	Work with VerdeGo for removal	completed 11/2/21
One Way Streets Reminder and sharing of common areas	Jason/Clint	Reminder in the newsletter as it relates to one way streets specifically in alley ways and the sharing of common areas.	included in 11/1 eblast
the park at Baya St has low hanging tree limbs, was dark, and had debris on the	Johnathan	work with VerdeGo to ensure 7-8 ft height of branches (remove Spanish moss) , pick up any limbs dropped, and trim back around any lamp posts	completed on 10/27
Plant material overgrowth	Johnathan	Work with VerdeGo to remove line of sight barriers at Elk Cove and Groves. Work with DM to address quickly.	Plant material has been cut back. Tree removal quotes being acquired

Action Items: These are items as to which we are seeking guidance from the board.

1. Waterfall at Long Leaf Entrance Update
2. Lighting of mail box kiosk throughout the community.
3. In the October meeting it was mentioned that a member of the board executes the Landscape Matrix once per month.
 - a. Whom would the board want to designate to do so?
 - b. How does the board invasion the process?

- i. Staff member present during ride with the Landscape Provider?
- ii. Representative of the board and no staff present to ride along with the Landscape Provider?

RIVERTOWN

RECDD | Lifestyle Report

Date of report: 11/17/21

Submitted by: Clint Waugh

Exercise Classes and Kids Programming

Zumba with a Twist

- Class times staying the same, no adjustments needed.
- The class takes place inside the RiverHouse Ballet Room.

Pilates and Barre

- The Barre class runs once a week on Tuesday evening and takes place inside the RiverHouse Ballet Room.
- The Pilates class runs once a week on Thursday evening and takes place inside the RiverHouse Ballet Room.

Aqua and Land Aerobics

- Now moving into the colder months, we have transitioned to land aerobic classes only.
- To test interest for each class, we are running a Monday – Friday class schedule
- Monday and Wednesday – strength, Tuesday and Thursday – cardio, and Friday walking class
- Subject to change on the schedule due to participation.

Tennis

- Kids Tennis continues to be offered. This takes place one evening a week on the Tennis Courts with 6-10 participants for each age group.
- Adult tennis has moved to Saturday mornings, with the top Tennis pro from 904 tennis running the program.
- Beginners women's class (10am to 11am) for Saturday's, men's and cardio were dropped after no sign ups

Soccer Shots

- Fall session continues to November 22nd on Monday's.
- The winter program will start November 29th and run through February 7th.
- Summer numbers were as follows:
 - 19 minis (2–3-year-olds)
 - 16 classics (4–5-year-olds)
 - 15 premiers (6–9-year-olds)

Gentle Flow Yoga

- Every Monday Morning 9:30 – 10:20 AM at the RiverHouse Ballet Room.

Mary Time Music

- Holiday session classes run from October 26th through December 15th.
- Classes on Tuesdays and Wednesdays

Food Trucks

- Every Monday evening, Sal's Cucina is at the RiverHouse – Sal's is doing very well with an average revenue of \$650.00 each Monday.
- Blazin Buffalo is shutting down its operation at the end of October. In place of Blazin Buffalo, every 2nd and 4th Thursday, we are going to have a different Taco truck for Taco Thursday!
- We host 2-3 food trucks in rotation at the RiverHouse from 5:00 PM – 8:00 PM. We also host one truck outside the gates of WaterSong twice a month. We began to collect money from the food trucks (\$25.00 per savory and \$15.00 per dessert) starting on September 3rd. Revenue going back to CDD.

2nd Half of October Events:

(Using online links for ticket sales for events. Residents can still pay in person but using the Square online is boosting attendance)

- Food Truck Friday
- Italian Night Mondays
- Blazin Buffalo – 10/28
- Trivia Night – (10/21)
 - Theme – All things Halloween
 - \$430 in revenue, \$400 in expenses
- Blood Drive at RiverHouse – (10/23) 10:00 am to 5:00 pm
 - **Reached out waiting on numbers**
- RiverTown Fall Festival at RiverClub – (10/23)
 - 1pm to 4pm
 - Live music, amusements, hayride, pumpkin patch, costume contest, arts and crafts
 - Very well attended
- Adults Only: Neon Party at RiverClub – (10/23)
 - Cancelled this event. Changed to a costume party that was open to everyone
 - Well attended, lots of families as well
- Live Music at the RiverClub – (10/31)
 - Colin Paterson played the café on Halloween from 1:00 PM to 4:00 PM while guest services handed out candy

November Events:

- Food Truck Friday
- Italian Nights Monday
- Taco Thursday with El Agave Azul – (11/11)
 - Taking the place of Blazin Buffalo, different taco trucks each time
- Live Music at the Café – (11/5)
 - Goliath Flores played the Café from 5:00 PM to 8:00 PM

- Adults Only Karaoke – (11/13)
 - Adults only Karaoke at the RiverClub from 6:00 PM to 8:00 PM
- RiverTown Vendor Fair – (11/13)
 - 25 – 30 vendors for a gifts and craft fair at the RiverHouse from 11:00 AM to 2:00 PM
 - Lot of resident participation as vendors
- Live Music at the Café – (11/19)
 - Lucas Villanueva will be playing the Café from 5:00 PM to 8:00 PM

December Events:

- Food Truck Friday
- Italian Nights Monday
- Taco Thursdays (12/9 and 12/23)
- Holiday Movie Night (12/4)
- RiverTown Holiday Spectacular (12/11)
- Jacksonville Jaguars Outing (12/19)

RT Website and Mobile Website – Update

- Website and mobile website are live now.
- In working with Mattamy’s sales team, we sent over a “how to for residents” to help aid residents with acquiring access cards.
- Since launch:
 - Newsletter Sign ups – 90
 - Access Card forms – 16
 - Contact us/report a concern – 13
 - Haven
 - Lakes 1
 - Landings
 - Enclaves
 - Arbors
 - Gardens
 - Northlake
 - Homestead

RIVERTOWN

RECDD I Field Operations Manager Report

Date of report: 11/17/21

Submitted by: Johnathan Perry

RiverHouse

- Pool Filtration
 - We have received a proposal for a filter change on the family pool.
- Grill Rebuild
 - Both grills cleaned and old parts replaced.
- Pools
 - Both pools were treated for phosphate on 11/08.

RiverClub

- Swing Cushion
 - The RiverClub swing has had its cushion replaced and the entire bench was re-stained.
- Pond Outfalls
 - The outfalls were cleaned of all debris on 11/04.
- Pools
 - The pool has been treated for phosphate on 11/09.
- Swing Gates
 - The gates have had reflective tape installed to help increase visibility during dark hours and reduce incidents in the future.

Common Areas

- Pressure Washing
 - The pressure washing of common areas and main roads is still ongoing.
 - We are researching best available options for pressure washing throughout the community and will bring to to the November Meeting.
- Streetlights
 - The lights along RiverTown Main Street are being worked and the up lights leading to the RiverHouse are on schedule for repair.
 -
- Welcome Center Waterfall
 - All but one light has been repaired on the waterfall. The light must be sent back to the manufacturer for inspection. We are awaiting a return date.
 - The exit side waterfall pit flooded on 11/04. We have been in contact with VakPak for repair, given their extensive knowledge of the system and previous contracted work with them on this issue. We are awaiting the proposal and possible solutions to alleviate this issue.
- Pond Fountain
 - Solitude Lake Maintenance has completed their site visit and submitted a proposal. We are awaiting scheduling for repairs.