
RIVERTOWN

RECDD I General Manager Report

Date of report: 2/16/22

Submitted by: Jason Davidson

RiverHouse update/No board action required:

Playground Mulching:

The team is currently gathering quotes to add mulch to the play parks throughout the community, eight parks total. We will be bringing these quotes back to the board at the March meeting for consideration.

Lifestyle Report

Submitted by: Clint Waugh & Ross Ruben

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

- Pilates and Barre will be concluded in December and will not be continuing. The teacher decided to stop teaching.

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, Wednesday, Friday class schedule
- Monday and Wednesday – Tracie's choice, 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.
- The spring program will be from February 14th through May 9th
- Fall numbers were as follows:
 - 14 minis (2-3 year olds)

- 16 classics (4-5 year olds)
- 7 premiers (6-9 year olds)
- Winter Numbers were as follows:
 - 12 minis (2-3 year olds)
 - 12 classics (4-5 year olds)
 - 9 premiers (6-9 year olds)

Gentle Flow Yoga

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

Mary Time Music

- Winter program will be January 18th through March 9th.
- Classes on Tuesdays and Wednesdays

Kids Acrobatic Classes

- Will take place every Wednesday from January 5th to March 9th in the Fitness Room
- There are classes for different age groups: 7-10 years old, 4-7 years old, 3-5 years old

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.
- In place of Blazin Buffalo, every 2nd and 4th Thursday, we are going to have a different Taco truck for Taco Thursday! We also host one truck outside the gates of WaterSong twice a month, we have taken December off, but have started that back up for January. That is on the 1st and 3rd Thursdays of each month.
- We host 2-3 food trucks in rotation at the RiverHouse from 5:00 PM – 8:00 PM. 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.

January Events:

- Food Truck Friday's
- Italian Night Monday's
- Taco Thursdays (13th and 27th)
 - Viva Mi Familia on the 13th and Daddy O's on the 27th
- Trivia with DJ Ross (21st)
 - Had 38 signups for the first trivia of the new year
- Live Music at the RiverClub (7th and 28th)
 - Racheal Warfield on the 7th and Colin Patterson on the 28th
- Wine Tasting with Appetizers (22nd)
 - Wine tasting and charcuterie with the Wine Guys at the RiverHouse from 6:00 PM to 9:00 PM. Tickets cost \$15 per person.
 - Had 95 residents partake in the evening at the RiverHouse
- Color Run 5k (29th)
 - Start/Finish will be at the RiverHouse on the soccer field
 - First race will take place at 9:00 AM

- Had 70 runners for the event – check with the \$5 for each is in the mail.
- Jacksonville Icemen Outing (17th)
 - Jacksonville Icemen are hosting the ECHL All Star game on January 17th. They have set up special group promotions for RiverTown. This is the first of 2 group outings with the team.

February Events:

- Food Truck Friday's
- Italian Night Monday's
- Taco Thursdays (10th and 24th)
 - What's the Catch on the 10th and Chubby Burrito on the 24th
- Trivia with DJ Ross (18th)
 - Second trivia of the year/last trivia on a Friday...will go back to normal when Café goes back to normal hours
- Music Bingo with DJ Ross (25th)
 - First Music Bingo of the year
- Daddy Daughter Dance (4th)
 - 87 families participated in this year's Daddy Daughter Dance. Had DJ Ross set up on the patio for the dance floor, deserts and photo wall were inside the RiverHouse. Tickets were \$20 a family.
- Adults Only Valentine's Dinner (12th)
 - Special menu in the Café for Valentines Day Dinner on Saturday the 12th. Will also have live music from 5pm to 8pm by Mark O'Quinn
- Superbowl Party at the RiverClub (13th)
 - Extended hours at the RiverClub to 10pm or the end of the game. Food and drink specials from 6pm to close.

March Events:

- Food Truck Friday's
- Italian Night Monday's
- Taco Thursdays (10th and 24th)
- Spring Break Activities (14th – 18th)
- Trivia with DJ Ross (31st)
- St Patrick's Day Sham-rock Concert/Party (17th)
- NCAA Tournament at the RiverClub (Thursday 17th thru 20th/Thursday 24th thru 27th)
- Mardi Gras Adults Only Party (date TBD)
- Jacksonville Icemen Outing

April Events:

- Food Truck Friday's
- Italian Night Monday's
- Taco Thursdays (14th and 28th)
- RiverTown Spring Fling (16th)
- Music Bingo with DJ Ross (7th)
- Trivia with DJ Ross (21st)

RT Website and Mobile Website – Update

- Website and mobile website are live now.
- 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 – 251 (was 200 for the January report)
 - Access Card forms – 97 (was 74 for the January report)
 - Contact us/report a concern – 77 (was 49 for the January report)
 - Haven (13)
 - Groves (3)
 - Lakes 1 (7)
 - Landings (8)
 - Enclaves (2)
 - Arbors (11)
 - Gardens (9)
 - Northlake (5)
 - Homestead (4)
 - Main Street (4)
 - Preserve (2)
 - N/A (2)
 - Estates (1)
 - High Pointe (3)
 - Watersong (2)

Board Action

- No action at this time.

Field Operations Report

Submitted by: Johnathan Perry

RiverHouse

- Tennis Court
 - We have ordered a clay spreader for the tennis courts. This should help to maintain the courts at a higher level and ensure that the team is using the proper amount of clay when completing their periodic maintenance cycles.
- Maintenance Shed
 - The team has begun going through all equipment in preparation for the initial inventory review. We will create an accountability form for all CDD owned equipment and ensure its accuracy is kept.
- Hand Dryer
 - The hand dryer in the men's handicap restroom burnt out. The team was able to acquire a new unit and has replace it. It is working properly and will be monitored to make sure no other issues are present.
- Playground
 - The playground near the basketball courts was given a light pressure washing. During our inspections, it was identified that the playground was

beginning to show signs of a grimy buildup. The team lightly pressure washed to ensure no parts were damaged, but we were still able to clean it.

- Stairs Lights
 - The light inside some of the stairs have lights that have been going out. We are removing one to research what's needed to repair these.
- Pressure Washing
 - The team has pressure washed the pool deck. The pavers, stairs and all sidewalks were due for a cleaning.
- Railings
 - The railings throughout the RiverHouse were beginning to show signs of rust and loose paint. The team was able to get all the railings cleaned and painted throughout.
- Ballet Room
 - A handle in the ballet room was pulled off. We were able to reinstall the handle without needing to order a new one.
- Pool Rule signs
 - The signs have been finished. We are awaiting pickup and will install them as soon as we have them.
- Basketball Courts
 - The post at the basketball court were showing signs of use. The team was able to get them all painted.

RiverClub

- Kayak Launch
 - The grip tape has been replaced and the launch has been tightened to ensure weather or wakes do not take it away. We periodically check the launch to ensure its tightness.
 - The kayak launch was due for a cleaning due to algae buildup. The team was able to pressure wash the launch.
- Pirate Ship
 - The benches at the pirate ship playground have been painted. We are acquiring quotes to have the ship painted itself and the mulch installed.
- Address numbers
 - Per the fire department, we were required to install address numbers on the kayak shed and the amphitheater. They have been installed and should assist fire responders if an issue may arise.
- Cushions
 - The cushions have been returned and reinstalled. We have a few with were that will require purchasing new ones. We will research new options and have them relaced soon
- Pool Rule signs
 - We opted for ordering a new sign to meet the requirements of the Health Department, instead of replacing the existing sign. We have installed the signs and now meet the requirements.

Common Areas

- Welcome Center Waterfall
 - The pit was inspected and presented the same issue. We are periodically draining all water that enters the pit and inspect it regularly.

- Both vendors have been notified that they have been approved to make the repair. We have a meeting with another to inspect the leak and potentially find the area causing the issue.
- Haven Play Park
 - The missing step on the play park in the Haven was found missing recently. The step has been replaced and we are monitoring these issues for signs of vandalism.
- Up Lights
 - Some up lights throughout the community have been knocked down or burnt out. We are removing one to research what's needed for repair or replacement.
- Streetlights
 - The streetlights in The Landings and The Lakes have been inspected. We have identified many that only needed bulbs, but others require an electrician to trouble shoot. We are building a map to help identify them all.
- HomeStead Park
 - The trash can at the HomeStead Park was rusting and falling apart. The maintenance team as able to fix the issues and repaint any areas that were no longer black.
 - The book nook at the mailboxes was falling off the wall. It was resecured and should be able to hold books properly again.
- Nature Trails
 - A tree fell on the one of the nature trails during the storm last weekend. Thanks to the assistance from a resident, the team was able to locate the tree and remove it from the path.

Tasker

Item	District	Proprietor	Description	Progress
Swim Team Addendum	RECDD I	Jason	Work with DC on the agreement and acquiring signatures	in progress
Golf Cart Enforcement	RECDD I	Jason	Work with Supervisor Saks on potential parameters around enforcement. Also will need to provide a cost analysis.	in progress
VerdeGo Opportunity 6720	RECDD I	Jason	Work with DC on work authorization agreement	completed
VerdeGo Opportunity 6840	RECDD I	Jason	Work with DC on work authorization agreement	completed
Gym Painting	RECDD I	Jason/Johnathan	Investment paint was approved will need to look into price match and also request for a 10% discount for	completed (ratification needed from RECDD II and RECDD III)
Pergola Painting	RECDD I	Jason/Johnathan	Investment paint was approved will need to look into price match and also request for a 10% discount for	completed (ratification needed from RECDD II and RECDD III)
Con Span Bridge Painting	RECDD I	Jason/Johnathan	Investment paint was approved will need to look into price match and also request for a 10% discount for	completed (ratification needed from RECDD II and RECDD III)
Mail Box Lighting	RECDD I	Johnathan	pilot program for a single mailbox kiosk. Start in the Arbors	Pilot Complete
FPL Pilot Light Program	RECDD I	Johnathan	work with Fred and FPL on lighting pilot program	in progress
Pool filtration	RECDD I	Johnathan	Johnathan to work with Mr. Cameron on pool filtration repair	in progress
Food Service	RECDD I	Jason/Clint	Work with Mac on repurposing of the RH	in progress
Erosion on pond banks	RECDD I	Johnathan	Identify areas that are in need and come up with an action plan	in progress
Memorial Bricks	RECDD I	Jason/Clint	work with Supervisor Baron on memorial bricks	in progress
Missing Tree	RECDD I	Johnathan	Johnathan to work Shane (VerdeGo) on missing tree at 75 Rawling Dr.	in progress
Dog Stations	RECDD I	Jason/Johnathan	order 3 to 4 new dog stations and work with Fred on locations	ordered
Cost flow analysis for the café	RECDD II	Jason/Dan	Provide the board with the most current café cost flow analysis. Also look at expenditure items in the budget for there is expenditures showing. Potentially Café supply items.	completed
Café survey results to the board	RECDDII	Jason	Provide the board with café surveys per supervisor Thomas.	completed
RiverClub Parking Lot Curbing	RECDD II	Johnathan/Jason	Work with District Engineer to address drainage and damage to areas that may require curbing	in progress
Reflective Tape RC Gates	RECDD II	Johnathan	put reflective tap (red) on gates to signal STOP	completed
Waterfall Repair	ALL	Johnathan/Jason	Work with Capital T Pools for scheduling and DC for drafting of the agreement. Work with KAD for relocation of the panel. NTE \$10K	in progress
Haven Pond Agreement	ALL	Jason	Work with DC on drafting and acquiring signatures	complete
CDD Meeting Comments	ALL	Jason and Clint	Create a way through the website in which residents can submit comments for future board meetings	in progress
inventory system for	ALL	Jason/Johnathan	work on an inventory list of current asset	in progress
Audit Golf Cart Stencil Locations	ALL	Johnathan/Jason	make sure all roads that golf carts are not allowed are property marked and or identified. Please include RiverFront park	in progress
BOS Rep to ride participate in a weekly Landscape Ride	ALL	Johnathan	DJ will be the representative from RECDD II and RECDD III; Fred will be for RECDD I.	in progress
Side by Side Approved	ALL	Johnathan	work with DM on purchasing	Payment Acquired. Side by Side ordered. Expected Delivery in March/April