

RECDD II Operations Report

*Date of report:* ***11/17/22***  *Submitted by:* ***Jason Davidson***

**RiverClub update:**

Nothing to report at this time

**Participation:**

1,293

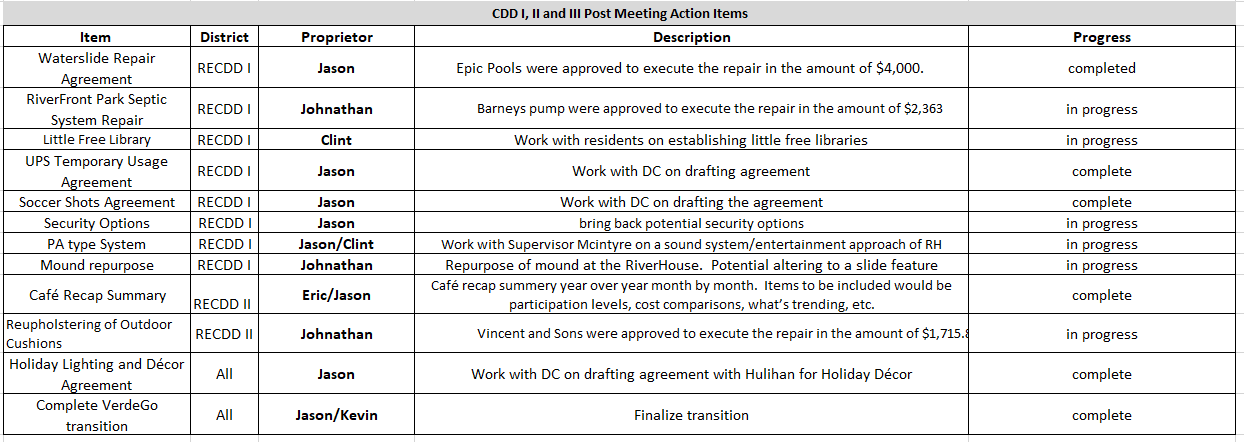
*October Post Meeting Items Update:*  *Submitted by:* ***Jason Davidson***

**Supervisors Requests**

* RECDD III and RECDD II
  + Supervisor Smith:
    - Would like to see an action plan specific to the pond conditions. Action plan by no later than the November meeting.
      * *Charles Aquatics began going through all ponds and addressing the perimeter grass/vegetation. This should be concluded by the closing of the month. In Pond CC there is a gray film is called Euglena which is a greenish single-celled freshwater organism with a flagellum, sometimes forming a green/gray scum on stagnant water.  They don’t see that a lot, but it’s interesting because it eats algae and makes the pond unhealthy (believe it or not algae is actually a sign of a healthy pond according to some experts). In Pond D they are treating a lilly issue. This will take several months to clear out. In pond DD they have used 5 gallons of clearigate, which is a coper-based herbicide, which is a chemical. Chemicals unfortunately do have an odor. An EPA number was provided which means that the Federal EPA has approved the chemical for use in water. This is actually used in all ponds here at RT. We will continue to push Charles in an effort to get the ponds back to standard.*
    - Complete VerdeGo transition by November meeting.
      * *This has been completed and we are comfortable with releasing the remainder of VerdeGo’s payment.*
  + Supervisor King:
    - Would like to see a Café recap summery year over year month by month. Items to be included would be participation levels, cost comparisons, what’s trending, etc.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year by Year** | **FY20** | **FY21** | **FY22** | **FY23** |
|  | ***Oct.19*** | ***Oct.20*** | ***Oct.21*** | ***Oct.22*** |
|  |  |  |  |  |
| Gross Sales | $10,112.96 | $37,134.90 | $41,177.00 | $41,409.00 |
| Cost of Goods Sold | $6,247.12 | $18,799.35 | $22,577.00 | $16,803.21 |
| Labor | $8,533.40 | $10,776.40 | $21,399.40 | $19,349.60 |
| Bank/Square Fees | $383.97 | $1,404.91 | $1,629.00 | $1,623.00 |
| Net Profit/Loss | -$5,051.53 | $6,154.24 | -$4,428.40 | $3,633.19 |
|  |  |  |  |  |
|  | ***Nov.19*** | ***Nov.20*** | ***Nov.21*** | ***Nov.22*** |
|  |  |  |  |  |
| Gross Sales | $11,608.85 | $33,947.49 | $19,630.00 | $0.00 |
| Cost of Goods Sold | $4,639.67 | $15,952.01 | $11,343.93 | $0.00 |
| Labor | $10,113.60 | $15,468.60 | $13,863.60 | $0.00 |
| Bank/Square Fees | $443.39 | $1,744.08 | $739.00 | $0.00 |
| Net Profit/Loss | -$3,587.81 | $782.80 | -$6,316.53 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Dec.19*** | ***Dec.21*** | ***Dec.21*** | ***Dec.22*** |
|  |  |  |  |  |
| Gross Sales | $13,048.80 | $35,748.80 | $20,126.63 | $0.00 |
| Cost of Goods Sold | $5,110.84 | $19,301.50 | $9,078.59 | $0.00 |
| Labor | $8,975.80 | $15,248.00 | $3,418.60 | $0.00 |
| Bank/Square Fees | $490.58 | $1,279.40 | $716.56 | $0.00 |
| Net Profit/Loss | -$1,528.42 | -$80.10 | $6,912.88 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Jan.20*** | ***Jan.21*** | ***Jan.22*** | ***Jan.23*** |
|  |  |  |  |  |
| Gross Sales | $13,797.75 | $40,110.45 | $23,536.69 | $0.00 |
| Cost of Goods Sold | $6,109.25 | $17,903.62 | $9,569.00 | $0.00 |
| Labor | $8,482.40 | $22,359.00 | $11,918.20 | $0.00 |
| Bank/Square Fees | $478.81 | $1,928.14 | $844.18 | $0.00 |
| Net Profit/Loss | -$1,272.71 | -$2,080.31 | $1,205.31 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Feb.20*** | ***Feb.21*** | ***Feb.22*** | ***Feb.23*** |
|  |  |  |  |  |
| Gross Sales | $12,566.40 | $37,893.46 | $22,717.06 | $0.00 |
| Cost of Goods Sold | $5,340.65 | $12,794.68 | $8,618.50 | $0.00 |
| Labor | $8,368.20 | $18,004.00 | $10,816.20 | $0.00 |
| Bank/Square Fees | $463.59 | $2,271.83 | $807.25 | $0.00 |
| Net Profit/Loss | -$1,606.04 | $4,822.95 | $2,475.11 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Mar.20*** | ***Mar.21*** | ***Mar.22*** | ***Mar.23*** |
|  |  |  |  |  |
| Gross Sales | $10,080.75 | $50,809.75 | $46,263.46 | $0.00 |
| Cost of Goods Sold | $3,565.27 | $23,186.14 | $27,045.00 | $0.00 |
| Labor | $5,046.00 | $21,265.40 | $17,975.60 | $0.00 |
| Bank/Square Fees | $387.71 | $3,361.95 | $1,927.07 | $0.00 |
| Net Profit/Loss | $1,081.77 | $2,996.26 | -$684.21 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Apr.20*** | ***Apr.21*** | ***Apr.22*** | ***Apr.23*** |
|  |  |  |  |  |
| Gross Sales | $0.00 | $52,922.87 | $56,985.00 | $0.00 |
| Cost of Goods Sold | $0.00 | $27,205.03 | $25,207.00 | $0.00 |
| Labor | $0.00 | $25,151.00 | $24,809.80 | $0.00 |
| Bank/Square Fees | $0.00 | $4,055.56 | $2,524.00 | $0.00 |
| Net Profit/Loss | $0.00 | -$3,488.72 | $4,444.20 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***May.20*** | ***May.21*** | ***May.22*** | ***May.23*** |
|  |  |  |  |  |
| Gross Sales | $0.00 | $71,673.62 | $68,842.66 | $0.00 |
| Cost of Goods Sold | $0.00 | $31,835.51 | $29,018.51 | $0.00 |
| Labor | $0.00 | $31,008.60 | $27,854.48 | $0.00 |
| Bank/Square Fees | $0.00 | $4,186.05 | $3,134.08 | $0.00 |
| Net Profit/Loss | $0.00 | $4,643.46 | $8,835.59 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***June.20*** | ***June.21*** | ***June.22*** | ***June.23*** |
|  |  |  |  |  |
| Gross Sales | $0.00 | $56,138.93 | $76,557.84 | $0.00 |
| Cost of Goods Sold | $0.00 | $27,586.64 | $36,700.00 | $0.00 |
| Labor | $0.00 | $27,598.00 | $42,520.00 | $0.00 |
| Bank/Square Fees | $0.00 | $4,747.35 | $3,545.41 | $0.00 |
| Net Profit/Loss | $0.00 | -$3,793.06 | -$6,207.57 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Aug.20*** | ***Aug.21*** | ***Aug.22*** | ***Aug.23*** |
|  |  |  |  |  |
| Gross Sales | $0.00 | $45,364.12 | $46,726.26 | $0.00 |
| Cost of Goods Sold | $0.00 | $24,293.61 | $28,213.78 | $0.00 |
| Labor | $0.00 | $25,833.80 | $33,186.00 | $0.00 |
| Bank/Square Fees | $0.00 | $1,904.17 | $1,983.37 | $0.00 |
| Net Profit/Loss | $0.00 | -$6,667.46 | -$16,656.89 | $0.00 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | ***Sep.20*** | ***Sep.21*** | ***Sep.22*** | ***Sep.23*** |
|  |  |  |  |  |
| Gross Sales | $3,273.75 | $39,931.32 | $36,037.00 | $0.00 |
| Cost of Goods Sold | $5,752.08 | $24,255.00 | $20,818.53 | $0.00 |
| Labor | $770.00 | $28,424.20 | $26,748.80 | $0.00 |
| Bank/Square Fees | $502.77 | $1,625.00 | $1,520.00 | $0.00 |
| Net Profit/Loss | -$3,751.10 | -$14,372.88 | -$13,050.33 | $0.00 |

**Tasker**



*Lifestyle Update*  *Submitted by:* ***Clint Waugh***

**Exercise Classes and Kids Programming**

Zumba with a Twist

* Class takes place Thursday morning at 9:15 AM.
* The class takes place inside the RiverHouse Fitness Room.

Aqua and Land Aerobics

* Water aerobics will be ending Friday, October 28th for the 2022 season. We will begin water again in May 2023.
* Our fall/winter schedule will be starting on October 31st and running through April.
* Land Aerobics will be Monday, Wednesday, and Thursday.
  + Monday at 10:15 AM, Wednesday at 10:00 AM and Thursday at 2:30 PM
* We will have a chair class on Tuesday at 10:00 AM. The popular Friday walking class will be back as well at 10:00 AM.
* Subject to change on the schedule due to participation.

Tennis

* Junior Tennis Fall program beings on August 16th. This will take place on Tuesday and Thursdays from August 16th through November 24th. The schedule is as follows:
  + Middle School Training (Ages 11-14) – 3:30 PM to 4:30 PM
  + Pre-K Athletic Development (Ages 3-4) – 4:30 PM to 5:00 PM
  + Red/Orange Ball (Ages 5-8) – 5:00 PM to 6:00 PM
  + Orange/Green Ball (Ages 9-12) – 6:00 PM to 7:00 PM
* Adult tennis has moved to Saturday mornings, with the top Tennis pro from 904 tennis running the program.
* Beginner/Intermediate women’s tennis is held from 8:30 AM to 10:00 AM.
* A Wednesday night Women’s class has been added from 7:00 PM to 8:30 PM due to demand.

Soccer Shots

* Fall program starts on Monday, August 29th and runs through November 21st.
  + All children 2-9 years old from 4:15 PM to 6:00 PM
* Winter program will begin December 5th through February 6th.

Gentle Flow Yoga

* Gentle Yoga will remain every Monday Morning 9:00 AM – 9:50 AM at the RiverHouse Fitness Room. We have added a Gentle class on Friday morning at 9:00 AM.
* We have expanded the yoga program here at RiverTown. There will be multiple classes of different types of yoga. Have seen good participation in all classes since expanding.
  + Gentle Yoga will still be on Monday’s and Friday’s at 9:00 AM
  + Flow and Go will be on Wednesday’s at 12:00 PM
  + Strong Flow will be Thursday’s at 6:00 PM

Mary Time Music

* The fall program will begin at the end of August and run through December three times a week.
  + Tuesdays, Wednesdays, and Friday’s from 11:00 AM to 11:45 AM

Children’s Dance Classes

* The fall schedule runs from August 16th through December 6th.
  + Ballet for Ages 3-5 from 4:45 PM to 5:30 PM
  + Jazz for K-2nd from 5:45 PM to 6:30 PM

Art in Motion Classes

* During the school year we will continue and have a Wednesday afternoon classes:
  + 3:00 PM to 4:30 PM
  + 4:30 PM to 6:00 PM
* Have added a Adult class on Friday mornings from 10:00 AM to 12:00 PM at the RiverHouse.

**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.
* Starting in September, we will do a rotation each month of a different type of Food truck. For November we are doing a Taco/Seafood food truck night
* 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.

**October Events**

* Italian Nights – Sal’s (3rd, 10th, 17th, 24th, 31st)
  + Every Monday at the RiverHouse from 5pm to 8pm
* Food Truck Friday’s (7th, 14th, 21st, 28th)
  + Every Friday at the RiverHouse from 5pm to 8pm
* Food Truck Nights (13th and 27th)
  + Going to start rotating food type each month (example bbq trucks one month) at the RiverHouse from 5pm to 8pm every 2nd and 4th Thursdays
* Trivia (13th)
  + DJ Ross will be having Trivia from 6:30pm to 8:30pm. Category will be Halloween.
  + Will be a free event for all residents. Had 40 participants.
* Adult’s Only Halloween 90’s Party (21st)
  + Adult’s only party at the RiverClub on October 21st from 7:00 PM to 10:00 PM
  + Will be a ticketed event; tickets are $5 a person.
  + The RiverClub will close at 7pm for the event to begin.
  + With the RiverClub being shut down for the event from 7:00 PM to 10:00 PM we will be providing live music and games for the families that choose to go to Food Truck Friday from 5:00 PM to 8:00 PM.
  + Had 100 people for the party.
* St. John’s County Library Bookmobile at RiverTown (14th and 28th)
  + Will be onsite on Friday, October 14th and 28th from 10:00 AM to 11:30 AM.
  + They will be parked at the RiverHouse.
* RiverTown Fall Festival (22nd)
  + Will be held at the RiverClub amphitheater from 11:00 AM to 2:00 PM.
  + We will have amusements and game, hayride, a DJ, costume contest, pumpkin patch, magicians, face painting and airbrush tattoos, stand up paddle board company with instructor giving demos, and St Johns County sheriff’s office.
* Live Music at the RiverClub (27th)
  + Live music on the RiverClub pool deck/café from 5pm to 8pm.
* Trick or Treat RiverTown (31st)
  + We will have an event from 5:00 PM to 8:00 PM at the RiverClub on Halloween, the 31st. We will have a regular food truck, a desert truck, the Café bar will be open and will be giving out candy to all kids.
* Jaguars Group Outing (23rd)
  + Jacksonville Jaguars vs. New York Giants at 1:00 PM
  + Roundtrip charter bus transportation from RiverTown to TIAA Bank Field and a pre-game tailgate inside of TIAA Bank Field with inclusive food, beer, wine, water, and soft drinks starting three hours prior to kickoff. There are also options to buy separate items and not full package.
  + Had 40 residents participate in ticket package

**November Events**

* Italian Nights – Sal’s (7th, 14th, 21st, 28th)
  + Every Monday at the RiverHouse from 5:00 PM to 8:00 PM
* Food Truck Friday’s (4th, 11th, 18th, 25th)
  + Every Friday at the RiverHouse from 5:00 PM to 8:00 PM
* Food Truck Nights (10th)
  + Going to start rotating food type each month (example bbq trucks one month) at the

RiverHouse from 5:00 PM to 8:00 PM every 2nd and 4th Thursdays

* Music Bingo (3rd)
  + Music Bingo from 6:30 PM to 8:30 PM. Music Categories will be “Songs about Love” and

“Oldies but Goodies”.

* + Will be a free event for all residents. Had 77 participants.
* Live Music at the RiverClub featuring resident Jeremy Weinglass (4th)
  + Live music on the RiverClub pool deck/café from 5pm to 8pm
* Trivia (10th)
  + Trivia from 6:30 PM to 8:30 PM. Category will be The Holiday’s.
  + Will be a free event for all residents.
* RiverTown Vendor Fair (12th)
  + Up to 30 vendors for a gifts and craft fair at the RiverHouse from 11:00 AM to 2:00 PM.
  + Lots of resident participation as vendors
  + Will have food trucks as well as a musician playing background music during event
* Adult’s Only Disco (70’s) Party (18th)
  + Adult’s Only Disco Party (70’s) will be the 18th from 7:00 PM to 10:00 PM at the RiverClub.
  + Will be a ticketed event, $5.
* World Cup/Florida vs. FSU viewing party at Club (25th)
  + USA vs. England at 2:00 PM (will be partnering with RiverTown Football Club)

and then Florida vs. FSU at 7:30 PM

* + Café will open at 1:00 PM that day and will stay open to the end of the Florida

Vs. FSU game.

* World Cup Viewing Party with RiverTown Football Club at Café (27th)
  + Spain vs. Germany at 2:00 PM

**December Events**

* Italian Nights – Sal’s (5th, 12th, 19th)
  + Every Monday at the RiverHouse from 5:00 PM to 8:00 PM
* Food Truck Friday’s (2nd, 9th, 16th, 23rd, 30th)
  + Every Friday at the RiverHouse from 5:00 PM to 8:00 PM
* Food Truck Nights (8th and 22nd)
  + Going to start rotating food type each month (example BBQ trucks one month) at

the RiverHouse from 5:00 PM to 8:00 PM every 2nd and 4th Thursdays

* Live Music at the RiverClub featuring resident Jeremy Weinglass (2nd)
  + Live music on the RiverClub pool deck/café from 5pm to 8pm
* Holiday Movie Night (3rd)
  + We will be showing a holiday movie “Elf” at the RiverClub Amphitheater on December 3rd

at 6:00 PM. The café will be open for residents to utilize and will have a beverage tent at the amphitheater that evening.

* Light the Night (24th)
  + Luminaries will be bought thru Pine Castle again this year for residents to light the

night on December 24th at 7:00 PM.

* RiverTown Holiday Spectacular (10th)
  + This will be an all-day event filled with Holiday activities.
  + From 12:00 PM to 3:00 PM we will have Santa and amusements for all ages

at the RiverClub.

* + We will have our annual holiday golf cart parade sponsored by Nascarts.
  + We will have the Christmas Tree Lighting at the RiverClub at dusk followed by

live music at the Amphitheater that evening.

* Holiday Craft (16th or 17th)
  + Vendor and craft TBD
* Live Music at the RiverClub (TBD)
  + Live music on the RiverClub pool deck/café from 5:00 PM to 8:00 PM (themed holiday music)
* Jaguars Group Outing (23rd)
  + Jacksonville Jaguars vs. Dallas Cowboys at 1:00 PM
  + Roundtrip charter bus transportation from RiverTown to TIAA Bank Field and a pre-game tailgate inside of TIAA Bank Field with inclusive

food, beer, wine, water, and soft drinks starting three hours prior to kickoff. There are also options to buy separate items and not full package.

**RT Website and Mobile Website – Update**

* Website and mobile website are live now.
* Since launch:
  + Newsletter Sign ups – 581 (was 554 for the October report)
  + Access Card forms – 344 (was 328 for the October report)
  + Contact us/report a concern – 382 (was 340 for the October report)

**Board Action**

* No action at this time.

*Field Services Update*  *Submitted by:*  ***Kevin McKendree***

**RiverHouse**

* Gym
  + We have proposals for purchasing and leasing options for equipment. This includes flooring. They will be presented to the board.
  + A piece of gym equipment had a cable snap. We have contacted the vendor for replacement.
* Rental Area
  + The team has been working to paint the trim throughout the facility. This project is ongoing due to daily occupancy of the area. We will continue to work this until completion.
  + The kitchen faucet has a slow drip. We are working on changing out the cartridge to stop it. If this does not fix the issue, full replacement is suggested.
  + There is a large beam at the entrance doors to the rental area that has begun to sag. We have contacted multiple general contractors and are awaiting proposals. Once acquired, we will present them to the boards.
  + One of the hand dryers in the family/handicap bathroom had its porcelain start to deteriorate. We were able to source another hand dryer and use the face plate to repair the issue. This leaves us with new internal parts to use if another dryer breaks. Saving the district ~$450.
* Gate
  + The main pool entry gate hinge side post has been worn out over time and would no longer close securely. Rather than replacing the post we came up with a solution to secure a wooden post inside of the metal one to provide stability and new material to screw into. If this holds up it will be easy and cheap to replace the wood if the holes bore out over time.
* Playground
  + The playground has some speakers that have blown. We contacted the manufacturer who suggested for us to replace the motherboard at a cost of $900. Instead, we were able to source speaker replacements and install them in house for $160 which fixed the problem.
* Slide
  + We have contacted the vendor chosen to repair the slide and they have tentatively scheduled us for 11/15, depending on weather and equipment availability.

**RiverClub**

* Pressure Wash
  + The team pressure washed the pathway leading to the amphitheater field to alleviate any potential slip hazards.
* Kayak launch
  + The periodic inspection was performed on the kayak launch. We will be replacing some of the non slip tape as the old has worn out.
* Pool
  + The pool coping is scheduled for repair on 11/8.
* Firepit
  + The pavers at the northern most firepit are beginning to sink. We will be pulling them up, leveling the dirt underneath with paver base and relaying them.
* Fencing
  + Some of the hardware for the black metal fencing pickets have worn out over time. We are currently in the process of repairing all that surround the club’s pool.

**Common Areas**

* Welcome Center Waterfall
  + Everything has been installed. The vendor started the pump and it was running but there appears to be an electrical issue so we shut it off to avoid any damage to equipment. Compac is coming out on 11/7 to troubleshoot.
* Painting
  + Due to the weather and scheduling conflicts, the painting of the KeyStone Corners monument and the Pirate Ship playground have been pushed at least two weeks. We are working with the vendor to ensure these projects are completed as this has been an extended wait for these projects.
* RiverClub Roundabout
  + The damage from all three accidents has been repaired and brought back to its original state.
  + Within the damaged landscaping a French drain was installed to stop puddling on the sidewalk and to keep the bed dry so that the new plant material can thrive.
  + Two of the well lights in the roundabout are damaged beyond repair. New lights are $1400 each before install. We are working on having all twelve of the lights replaced to upright lights which will be much cheaper in the short and long term. Furthermore, we have changed the size of the tree rings to keep the lights inside of the mulch bed to alleviate future damage by landscape equipment.
* Footbridge
  + The walking bridge between Northlake and The Gardens was damaged during the storm by a large tree that fell on it. Blandford Marine was able to accommodate us quickly and complete its rebuild.
* RiverHouse Roundabout
  + The missing walking path light pole has been replaced. We powder coated a pole that we had here already and installed a new LED fixture in house.
* Community lighting
  + We are currently working diligently in house to audit and repair all safety lighting in the community.
  + Parts are on order for the five lights on RiverTown Main that are currently out.
* WaterSong fountain
  + The team has pressure washed the fountain itself. Work has been done to clear out all of the jets to get it to flow properly.
  + The filter pump was having issues priming. We contacted a vendor to rebuild the multiport valves to get it to function properly.
  + We are currently looking into painting options for the fountains structure.
* Outfalls
  + The team has been working alongside the district engineer to continually monitor outfalls of the retention ponds in the community for blockages. The large pond in NorthLake, off of Orange Branch Trail we are opening up and removing blockages twice a week since the storm.
* Longleaf Pine
  + It was brought to our attention by JEA that Longleaf Pine (Cr2204) was in need of double sided reclaim water signage along the median every 1000 feet to meet code. We assembled and installed all that we had on hand and ordered more through our sign vendor. We will complete the rest of the install as soon as they arrive.
* RiverFront Park
  + An electrical component had some exposed wires on the dock. The team assessed and repaired the issue.
  + Due to someone climbing the pier and opening the hatch at the top, the team had to install and lock to disallow any further issues. We are monitoring this to ensure no other issue occur.