

DARBY

Community Development District

OCTOBER 8, 2024

AGENDA

Darby
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092

October 1, 2024

Board of Supervisors
Darby Community Development District

Dear Board Members:

The Meeting of the Darby Community Development District will be held Tuesday, October 8, 2024 at 10:30 a.m. located at 1000 Riverside Ave., Suite 600, Jacksonville, Florida 32204.

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (*regarding agenda items listed below*)
- III. Consideration of Minutes of the September 10, 2024 Meeting
- IV. Consideration of Resolution 2025-01, Approving the Transfer of SJRWMD Permit for Subdivision Phase 1 Amenity Center
- V. Discussion of Kings Preserve Phases 3 & 4
- VI. Ratification of Audit Engagement Letter with Grau & Associates for Fiscal Year 2024 Audit
- VII. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
- VIII. Supervisors Requests
- IX. Audience Comments
- X. Financial Statements as of August 31, 2024
- XI. Consideration of Funding Request No. 11

XII. Next Scheduled Meeting – November 12, 2024 @ 10:30 a.m.

XIII. Adjournment

THIRD ORDER OF BUSINESS

Minutes of Meeting
Darby
Community Development District

The regular meeting of the Board of Supervisors of the Darby Community Development District was held Tuesday, September 10, 2024 at 10:30 a.m. at the offices of Corner Lot Development, 1000 Riverside Avenue, Suite 600, Jacksonville, Florida

Present and constituting a quorum were:

George Leone	Chairman
Shannon Acevedo	Vice Chair
Rick Egger	Supervisor
William English	Supervisor
Josh Beauchamp	Supervisor

Also present were:

Daniel Laughlin	District Manger
Wes Haber	District Counsel by telephone
April Bussey	Engineer, Connelly & Wicker by telephone
Walt Schwartz	Justin Holmes
Cole Blaker	Justin Holmes
Jaremy Wannamaker	Corner Lot Development

Following is a summary of the actions taken at the September 10, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 10:30 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the July 23, 2024 Meeting

On MOTION by Mr. English seconded by Mr. Beauchamp with all in favor the minutes of the July 23, 2024 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion of CDD Goals and Objectives

Mr. Laughlin stated these need to be adopted by October 1, and we need to do this every fiscal year going forward. We put together a list of items to start with and at the end of the year we will check whether they are achieved.

On MOTION by Mr. Leone seconded by Mr. English with all in favor the goals and objectives were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

Mr. Laughlin stated the acquisition requisition has been processed and will be funded soon.

SIXTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Audience Comments

There being none the next item followed.

EIGHTH ORDER OF BUSINESS

Financial Statements as of July 31, 2024

A copy of the financials was included in the agenda package.

NINTH ORDER OF BUSINESS

Consideration of Funding Request No. 10

On MOTION by Mr. English seconded by Mr. Beauchamp with all in favor funding request no. 5 was approved.

TENTH ORDER OF BUSINESS

Next Meeting Scheduled – October 8, 2024

Mr. Laughlin stated the next meeting will be held October 8, 2024 at 10:30 a.m.

On MOTION by Mr. Leone seconded by Mr. English with all in favor the meeting adjourned at 10:34 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DARBY COMMUNITY DEVELOPMENT DISTRICT EXPRESSING ITS INTENT TO OPERATE AND MAINTAIN SPECIFIC PORTIONS OF A STORMWATER MANAGEMENT SYSTEM; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Darby Community Development District (“District”) is a community development district established pursuant to Chapter 190, Florida Statutes, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements, facilities and services in conjunction with the development of lands within the District; and

WHEREAS, the petition to establish the District contemplated the design, construction and/or acquisition, operation and maintenance of certain stormwater management system improvements by the District; and

WHEREAS, at the time the District was established it was the District’s intent to finance, operate and maintain certain stormwater management system improvements; and

WHEREAS, the District intends on accepting a deed for the stormwater management system improvements within the District for Plummer Darby Subdivision Phase 1 Amenity Center (the “Stormwater Management System”); and

WHEREAS, the Stormwater Management System has been certified as complete; and

WHEREAS, as set forth in the letter attached hereto as **Exhibit A**, the St. Johns River Water Management District has confirmed that the Stormwater Management System is constructed in accordance with the approved permitted plans; and

WHEREAS, the Board of Supervisors of the District desires to express its intent to accept the assignment of Permit Number 175700-3; Item Number 1506851 (the “Permit”) operate and maintain the Stormwater Management System.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DARBY COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. INCORPORATION OF RECITALS. All of the above representations, findings and determinations contained above are recognized as true and accurate, and are expressly incorporated into this resolution.

SECTION 2. OPERATION AND MAINTENANCE OF STORMWATER MANAGEMENT SYSTEM. The Board of Supervisors of the District hereby expresses its intent to accept the assignment of the Permit operate and maintain the Stormwater Management System in accordance with all terms and conditions of the Permit. The District Chairperson, or the District Vice Chairperson in the event that the Chairperson is not available, is hereby authorized to approve and execute any documents necessary and appropriate to effectuate the assignment of the Permit and the conveyance of the Stormwater Management System to the District. Nothing herein shall predispose or be deemed to determine the means, manner or apportionment of any special assessments, benefit special assessments or maintenance special assessments that may be imposed to fund such operations or maintenance.

SECTION 3. SEVERABILITY. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Darby Community Development District.

PASSED AND ADOPTED this 8th day of October, 2024.

ATTEST:

**DARBY COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Print Name
Chairman/Vice Chairman, Board of Supervisors

EXHIBIT A



St. Johns River Water Management District

Michael A. Register, P.E., Executive Director

525 Community College Parkway S.E. • Palm Bay, FL 32909 • 321-984-4940 • www.sjrwmd.com

August 16, 2024

Beth Leaptrott
Connelly & Wicker, Inc.
10060 Skinner Lake Dr
Ste 500
Jacksonville, FL 32246-7471
Send via email: bleaptrott@cwieng.com

Re: As-Built Response Letter; Plummer Darby Subdivision Phase 1 Amenity Center
Permit Number 175700-3; Item Number 1506851
(Please reference the permit/item number on all correspondence.)

Dear Ms. Leaptrott:

The St. Johns River Water Management District ("District") is in receipt of the As-Built Certification, on form number 62-330.310(1) ("As-Built Certification Form") for the above referenced permit on August 15, 2024. The "As-built Certification Form" was signed and sealed by a "Registered Professional" as required by Section 12.2(1), Applicant's Handbook, Vol. I.

Based on the certification of the received information by a registered professional, the system was constructed in accordance with the approved permitted plans. As such, the permitted project is now in the operation and maintenance phase, Rule 62-330.310(1), Florida Administrative Code (F.A.C.). Please note that this permit remains in the name of the original permittee and has not been transferred to a new operation and maintenance entity.

To transfer the operation and maintenance phase permit to a new entity, please submit form 62-330.310(2), ("Request for Transfer of Environmental Resource Permit to the Perpetual Operational Maintenance Entity Form"). It is vital to include all necessary information. Failure to submit the appropriate final documents will result in the original permittee remaining liable for operation and maintenance of the permitted activities.

Future inspections may be needed to ensure continued compliance with State law and District rules. Furthermore, should it be determined that the "As-Built Certification Form" at the time of submittal did not sufficiently or correctly certify the system, additional corrective action will be necessary to bring the project into compliance with the District's rules and Florida Statutes.

The District encourages you to review the conditions unique to your project. Some projects may require frequent inspections, maintenance, or submittals due to the type of system approved and/or the geographical location. At a minimum, the operation and maintenance (O&M) entity must inspect the stormwater/surface water management system once every two years to determine whether the system is functioning as designed and permitted. The District asks that the O&M entity maintain a record of the inspection and have it available upon request. If the

GOVERNING BOARD

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FLEMING ISLAND

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ST. AUGUSTINE

Ron Howse
COCOA

Janet Price
FERNANDINA BEACH

system is not functioning as designed and permitted, please submit to the District an Operation and Maintenance Inspection Certification, on form number 62-330.311(1).

As noted in this letter, the submittal of the As-Built Certification does not transfer the permit to a new entity. Therefore, please notify the District within 30 days of any sale, conveyance or any other transfer of a permitted stormwater/surface water management system or the real property on which the system is located, as required by Rule 62-330.340, F.A.C. This notification will assist the District in the permit transfer process and to ensure that the correct entity is the holder of the legal permit.

Thank you for your cooperation. If you have any questions, please contact Katherine von Canal at (321) 473-1330 or KvonCanal@sjrwmd.com.

Sincerely,



Katherine von Canal
Senior Regulatory Information Specialist
Office of Records and Regulatory Support

CC: Regulatory File

Christian Allen
Plummer JV LLC

FIFTH ORDER OF BUSINESS

Operation and Maintenance Plan

Kings Preserve Phase 3, Jacksonville Florida 32219
SJRWMD Permit #175700-5

This plan has been developed in accordance with ERP Applicants Handbook Volume 1, Section 12.4.

Darby Community Development District (Darby CDD) will operate and maintain the onsite stormwater management facility and associated structures and pipes and repair as needed to keep it functioning as permitted and designed in perpetuity.

Operation and Maintenance Access

1. There is a 34' Drainage Easement from Obi Trail to the stormwater pond. There is another 10' Drainage Easement continuing around the top of the bank of the stormwater

Stormwater System Components

1. See Drainage Report for Calculations kept on file by the Darby CDD and also available on the St. Johns River Water Management District website at www.sjrwmd.com.
2. See Asbuilt plans for stormwater system components kept on file by the Darby CDD and also available on the St. Johns River Water Management District website at www.sjrwmd.com.
 - a. Stormwater Pond – located on the south side of the parcel
 - b. Outlet Control 1 – Upflow Filter with the Orifice Control
 - c. Outlet Control 2 – Weir Overflow

General Maintenance

1. Greases, chemical, oils, or other waste shall not be discharged to the storm water management system. This system is intended only to receive standard runoff from roads and buildings.
2. Lawn maintenance debris shall not be discharged to the storm water management system.
3. Modifying the any part of the stormwater facility is not allowed without approved from the St. Johns River Water Management District Permit.

Storm Pipes, Mitered End Sections, and Drainage Structures

1. Shall be inspected semiannually for soundness and operational function. Repair defects to permitted design.
2. Clean accumulated sediment annually or more often as warranted and dispose of at an approved facility.

Stormwater Facility and Outlet Control

1. Clean out accumulated sediment annually or more often as warranted and dispose of at an approved facility.
2. Remove settled debris in the bottom if it raises above the minimum treatment volume.
3. Maintain bank slopes and planted vegetation
4. Repair any erosion of pond bank to permitted design.
5. Orifice control will be inspected semiannually - confirm pipe level with water – inspect and remove any debris
6. Weirs will be inspected semiannually – remove any debris
7. Inspect downstream in front of Control Structure 1 and weir and repair any erosion.

Outlet Control 1 Suntime Technologies Up-Flo Filter with Bold and Gold Media

1. Quarterly inspection the first year.
2. Annual inspection of the concrete box and remove accumulated sediment
3. Replace media every 3 year.
4. Inspect downstream in front of Suntime Technologies and repair any erosion.

For any questions on compliance please contact St. Johns River Water Management District - SJRWMD

SJRWMD

7775 Baymeadows Way, Suite 102

Jacksonville Florida 32256

904-730-6270

800-852-1563

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

SJRWMD FORM 62-330.311 (1) – included in this plan.

<https://www.flrules.org/gateway/reference.asp?No=Ref-15356>

INSPECTION CHECKLIST

SJRWMD FORM 62-311 (3) – included in this plan

<https://www.flrules.org/gateway/ruleno.asp?id=62-330.311>



Prepared by : Beth Leaptrott, P.E.

Senior Project Manager

Connelly & Wicker LLC / Suite 500

Jacksonville Florida 32246

Phone: 265.3030

Stormwater Facility Inspection Checklist

Instructions

Prior to the inspection, the Inspector should review the permit for the facility and the design or as-built drawing for the facility.

This inspection checklist is required for the documentation of the annual inspection of all permitted stormwater systems. Complete all parts of the general data section for the project site. Attach any additional required documentation, if necessary. In the "All Technologies" category, mark all items as "satisfactory" or "unsatisfactory." For all other categories, either select "N/A" and minimize the category or mark all inspection items as "satisfactory" or "unsatisfactory." If the system described does not contain a component that is listed for inspection mark that item as "N/A"

For any item marked unsatisfactory, provide a comment below the BMP technology describing maintenance action needed to bring the system back into compliance. Within 30 days of any failure of a stormwater management system or if any components of the constructed system are found to be not in substantial conformance with the permitted system, a report shall be submitted by the permittee or their authorized representative to the Agency using Form 62-330.311(1), "Operation and Maintenance Inspection Certification," ({effective date}), as per 62-330.331(2) F.A.C., describing the remedial actions taken to resolve the failure or deviation.

Inspection reports will be submitted by the permittee or their authorized representative to the applicable permitting agency. Each inspection report must be signed by a certified inspector or a registered professional to certify its authenticity.

Inspection Checklist

General Data

Inspection Date
Location

Project Name
Permit Number

Time since last storm event <24 hours 24-48 hours 48-72 hours >72 hours

Permit Holder

Permit Effective Date

Inspector Name

Inspector Contact Information

Multiple BMP types in the system No Yes List All: _____

Permit drawings have been reviewed No Yes

Additional Photos Attached N/A

Compliance Activity Record Attached N/A

All (or other unlisted) Technologies

Items for inspection	Satisfactory	Unsatisfactory
General		
BMPs and treatment facilities are in good repair and operational	<input type="checkbox"/>	<input type="checkbox"/>
BMPs and treatment facilities are free from debris buildup that may impair function	<input type="checkbox"/>	<input type="checkbox"/>
Berms, embankments, curbing, or other methods used to impound, divert, and direct discharges are adequate and in good condition	<input type="checkbox"/>	<input type="checkbox"/>
The discharge (if any) is free of floating materials, visible oil sheen, discoloration, turbidity, odor, foam, or any other signs of contamination	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Mowing done when needed	<input type="checkbox"/>	<input type="checkbox"/>
Grass clippings removed	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Traditional BMPS

Swales N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Swales and contributing areas clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No weeds or invasive plants present	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of nutrient deficiency	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of disease	<input type="checkbox"/>	<input type="checkbox"/>
Grasses/sod are not in need of replanting/resodding	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought stress	<input type="checkbox"/>	<input type="checkbox"/>
No signs of plant overgrowth	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Swale recovers between storms within permitted timeframe	<input type="checkbox"/>	<input type="checkbox"/>
Swale clean of sediments		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No areas of sediment buildup*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Inlet Structure / Pretreatment:		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No trash/debris/sediment in or around inlet structures*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence that runoff is short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>

Emergency Overflow / Outlet Structure		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of accumulation of trash, debris, or sediment in or around outlet structure(s)*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, or flooding around structures*	<input type="checkbox"/>	<input type="checkbox"/>
Swale Blocks N/A <input type="checkbox"/>		
If swale blocks or other structures are present, there is no evidence of erosion at downstream toe of structure*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Wet Pond N/A

Type of wet pond _____

Items for inspection	Satisfactory	Unsatisfactory
Vegetation		
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material is removed, if necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained		
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Fences/access repairs		
Fence(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Lock(s) and gate(s) function are adequate	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway/ drain gate		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
Weir System: drawdown and overflow weir		
Weir system condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging *	<input type="checkbox"/>	<input type="checkbox"/>
Clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Dry Pond N/A

Type of dry pond _____

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Basin bottom clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Emergency spillway clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Pond recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
Does not need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout of pond		
No evidence of sedimentation in pond	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion at downstream toe	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Fences/access repairs		
Fence(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Lock(s) and gate(s) function adequate	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain/side bank Filters		
Cleanout caps present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion over or adjacent to filter*	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet*	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Exfiltration Trench N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Trench surface clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Inlet areas clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Inflow pipes clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Overflow spillway clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Sediment traps or forebays		
Sufficiently trapping sediment	<input type="checkbox"/>	<input type="checkbox"/>
Has additional storage capacity available until next maintenance action	<input type="checkbox"/>	<input type="checkbox"/>
Sediment buildup has been removed	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		

Water does not stand on vegetative surface	<input type="checkbox"/>	<input type="checkbox"/>
Good vegetative cover exists	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Trench recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout of trench		
No evidence of sedimentation in trench*	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet intake(s) functioning adequately	<input type="checkbox"/>	<input type="checkbox"/>
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of flooding around inlet	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of flooding around outlet	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Aggregate repairs		
Surface of aggregate clean	<input type="checkbox"/>	<input type="checkbox"/>
Top layer of stone does not need replacement	<input type="checkbox"/>	<input type="checkbox"/>
Trench does not need rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Pervious Pavers/Pavement N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Paving area clean of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Site Area		
Drainage area contains stable soil that will not clog pavers	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation on site healthy and glass clippings removed	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the pavers	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, or rills around site	<input type="checkbox"/>	<input type="checkbox"/>
Infiltration		
Infiltration Test meets requirements	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Pervious paving recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging or standing water	<input type="checkbox"/>	<input type="checkbox"/>
Sediments		
Pavement area clean of sediments	<input type="checkbox"/>	<input type="checkbox"/>
Area vacuum swept on a periodic basis	<input type="checkbox"/>	<input type="checkbox"/>
Structural Integrity		
No evidence of surface deterioration	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of rutting or spalling	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of pavement settling	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of missing aggregate between pavers	<input type="checkbox"/>	<input type="checkbox"/>

Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Clean out caps present if included	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation cells N/A <input type="checkbox"/>		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
No grass clippings present *	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Stormwater Vaults or Tanks N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Paving area clean of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of standing water	<input type="checkbox"/>	<input type="checkbox"/>
No nuisance flooding evident	<input type="checkbox"/>	<input type="checkbox"/>
Sediments		
Clear of sediments*	<input type="checkbox"/>	<input type="checkbox"/>
Structural Integrity		
No evidence of surface deterioration	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of cracking	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of rutting or spalling	<input type="checkbox"/>	<input type="checkbox"/>
Safety		
Ladders functioning and in good repair	<input type="checkbox"/>	<input type="checkbox"/>
Adequate venting for access	<input type="checkbox"/>	<input type="checkbox"/>
Contains primary and secondary access	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of scouring	<input type="checkbox"/>	<input type="checkbox"/>
Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Constructed Marsh System N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Marsh System clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Appears healthy	<input type="checkbox"/>	<input type="checkbox"/>

No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material removed, as necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained	<input type="checkbox"/>	<input type="checkbox"/>
Flow		
No signs of channeling or erosion *	<input type="checkbox"/>	<input type="checkbox"/>
Maintains minimum permitted water elevation	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought or short-circuiting	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation around inlet in good condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency outflow N/A <input type="checkbox"/>		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
Weir System or Level Spreader N/A <input type="checkbox"/>		
Weir system condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Vegetative Natural Buffers N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Buffer clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material removed, as necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained	<input type="checkbox"/>	<input type="checkbox"/>
Flow		
No signs of channeling or erosion *	<input type="checkbox"/>	<input type="checkbox"/>
Maintain minimum permitted water elevation	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought or prolonged ponding	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short Circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>

No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation around inlet in good condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency outflow N/A <input type="checkbox"/>		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Green Roof N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Vegetated area clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Dewatering		
Recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of ponding or inundation	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of roof leaks	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of exposed or actively eroding areas	<input type="checkbox"/>	<input type="checkbox"/>
Dispersal system/sprinkler N/A <input type="checkbox"/>		
Dispersal system/sprinkler functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Piping in good repair	<input type="checkbox"/>	<input type="checkbox"/>
Pumps functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Cistern tank functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Overflow functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of nutrient deficiency/disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Inlets/Catchments		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of bypassing	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Cistern N/A

Items for inspection	Satisfactory	Unsatisfactory
Site area		

No evidence of clogging flow paths or pipes *	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Condition of foundation if above ground	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of leaks	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of algal growth in cistern	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of prolonged storage	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Trees appear healthy	<input type="checkbox"/>	<input type="checkbox"/>
Trees do not need replacing or pruning	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not bypassing the inlet(s)	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Screen and/or trap is secured and functioning properly	<input type="checkbox"/>	<input type="checkbox"/>
Screen and/or trap is clear of debris build up *	<input type="checkbox"/>	<input type="checkbox"/>
First flush collector (if present) clear of debris and properly functioning	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency overflow		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Pump N/A <input type="checkbox"/>		
Float switch functional	<input type="checkbox"/>	<input type="checkbox"/>
Pump functional	<input type="checkbox"/>	<input type="checkbox"/>
Healthy vegetation, if used for irrigation	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Tree Box or Tree Well N/A

Items for inspection	Satisfactory	Unsatisfactory
Site area		
Area clear of excess debris*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Device dewateres between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of inundation	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of sediment build up *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Tree(s) appears healthy	<input type="checkbox"/>	<input type="checkbox"/>
Tree(s) do not need replacing or pruning	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>

Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not bypassing the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency overflow		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain, if installed		
All cleanouts clear from clogging or blockages *	<input type="checkbox"/>	<input type="checkbox"/>
Cleanouts in good condition	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Bioswale or Raingarden N/A

Type of LID(s)

Items for inspection	Satisfactory	Unsatisfactory
Site area		
Area clear of excess debris*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or sedimentation *	<input type="checkbox"/>	<input type="checkbox"/>
Dewatering		
Ponding dewaterers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of inundation	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout		
No evidence of sedimentation	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Mulch depth at least 2 inches	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of damage from wildlife	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No sediment build-up*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet area	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet area*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet area*	<input type="checkbox"/>	<input type="checkbox"/>
Plant life around inlets condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>

No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain N/A <input type="checkbox"/>		
All cleanouts clear form clogging or blockages	<input type="checkbox"/>	<input type="checkbox"/>
Cleanouts in good condition	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Non-Traditional BMPS

Other Manufactured BMPs N/A

Type of System _____

Items for inspection	Satisfactory	Unsatisfactory
Functioning based on permit and manufacturer specifications	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of damage or clogging	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Monitoring Devices and Adaptive Controls N/A

Type of Monitoring Device(s) _____

Items for inspection	Satisfactory	Unsatisfactory
Computer components		
Functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Recording data at permitted intervals	<input type="checkbox"/>	<input type="checkbox"/>
No signs of rusting, corrosion, or other weather damage	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

* That May Impair Function

Signature

Inspector Name:

Signature of Inspector:

Florida Registration Number:

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

Instructions: Submit this form to the Agency within 30 days of completion of the inspection, or after any failure of a stormwater management system or deviation from the permit. This form will be used to document inspections required under Section 12.5 of Applicant's Handbook Volume I.

Permit No.: _____ Application No.: _____ Date Issued: _____

Identification or Name of Stormwater Management System: _____

Phase of Stormwater Management System (if applicable): _____

Inspection Date: _____

Included Documentation: (check all that are attached)

- Form 62-330.311(X) "Inspection Checklist" (Required for permitted inspection frequency)
- Updated O&M cost estimate
- Updated O&M Plan
- Monitoring Reports

Inspection results: (check all that apply)

- The undersigned hereby certifies that the works or activities are functioning in substantial conformance with the permit. This certification is based upon on-site observation of the system conducted by me or my designee under my direct supervision and my review of as-built plans.
- The following maintenance was conducted since the last inspection (attach additional pages if needed):

- The undersigned hereby certifies that I or my designee under my direct supervision has inspected this surface water management system and the system does not appear to be functioning in substantial conformance with the permit. I am aware that maintenance or alteration is required to bring the system into substantial compliance with the terms and conditions of the permit. As appropriate, I have informed the owner of the following:
 - a) The system does not appear to be functioning properly;
 - b) That maintenance or repair is required to bring the system into compliance; and
 - c) If maintenance or repair measures are not adequate to bring the system into compliance, the system may have to be replaced or an alternative design constructed subsequent to approval by the agency below.

The following components of the system do not appear to be functioning properly (attach additional pages if needed):

Any components of the constructed system that are not in substantial conformance with the permitted system shall require a written request to modify the permit in accordance with the provisions of Rule 62-330.315, F.A.C. If such modification request is not approved by the agency below, the components of the system that are not in conformance with the permit are subject to enforcement action under Sections 373.119, 373.129, 373.136, and 373.430, F.S.

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

Name of Inspector: _____ Florida Registration Number
Or Qualified Inspector Number: _____

Entity providing Inspector Training: _____

Date of completion of Inspector Training: _____

Inspector's Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Signature of Inspector _____ Date _____

Report Reviewed by Permittee:

Name of Permittee: _____

Signature of Permittee _____ Date _____

Title (if any) _____



Connelly & Wicker / Prime AE

Comp. By: **Beth Leaptrott**
Job: **Kings Preserve Phase 3**
CWI Job No. **22-01-0052**
Date: **8/9/2024**

ANNUAL COST ESTIMATE FOR OPERATION AND MAINTENANCE - STORMWATER POND AND OUTFALLS

#	Description of Item	Pay Quantity	Unit	Unit Cost	Total
Stormwater Pond					
1	Semi - Annual Inspection	2	LS	\$ 1,000.00	\$ 2,000
2	Vac Truck for Sediment Removal - Annual	1	LS	\$ 1,500.00	\$ 1,500
3	Maintain Bank Vegetation	1	LS	\$ 500.00	\$ 500
SUB-TOTAL: Stormwater Pond					\$ 4,000

Upflow Filter Maintenance					
4	Semi-Annual Inspection	2	LS	\$ 500.00	\$ 1,000
5	Vac Truck for Sediment Removal - Annual	1	LS	\$ 500.00	\$ 500
6	Replace Media every 3 years	1	LS	\$ 500.00	\$ 500
SUB-TOTAL: Upflow Filter Maintenance					\$ 2,000

		Total Cost =	\$	6,000
	15%	Contingency	\$	900
Total Cost +	15%		\$	6,900

Operation and Maintenance Plan

Kings Preserve Phase 4, Jacksonville Florida 32219
SJRWMD Permit #175700-6

This plan has been developed in accordance with ERP Applicants Handbook Volume 1, Section 12.4.

Darby Community Development District (Darby CDD) will operate and maintain the three onsite stormwater management facilities and associated structures and pipes and repair as needed to keep it functioning as permitted and designed in perpetuity.

Operation and Maintenance Access

1. There are multiple Drainage Easements from Camelon Circle, Tippery Road, and from Skelmore Lane to the three onsite stormwater ponds ranging from 20' to 25' wide. There is another 10' Drainage Easement continuing around each stormwater ponds top of the bank Stormwater

System Components

1. See Drainage Report for Calculations kept on file by the Darby CDD and also available on the St. Johns River Water Management District website at www.sjrwmd.com.
2. See Asbuilt plans for stormwater system components kept on file by the Darby CDD and also available on the St. Johns River Water Management District website at www.sjrwmd.com.
 - a. Stormwater Pond 1
 - i. located on the west side of the parcel
 - ii. Up Flow Filter with Orifice Control ST-475
 - iii. Outlet Control Box with Weir Control ST-474
 - b. Stormwater Pond 2 – located centrally, no control boxes but interconnected with pipes between Stormwater Pond 1 and Stormwater Pond 3.
 - c. Stormwater Pond 3
 - i. located on the east side of the parcel
 - ii. Up Flow Filter with Orifice Control ST-417
 - iii. Outlet Control Box with Weir Control ST-416

General Maintenance

1. Greases, chemical, oils, or other waste shall not be discharged to the storm water management system. This system is intended only to receive standard runoff from roads and buildings.
2. Lawn maintenance debris shall not be discharged to the storm water management system.
3. Modifying the any part of the stormwater facility is not allowed without approved from the St. Johns River Water Management District Permit.

Storm Pipes, Mitered End Sections, and Drainage Structures

1. Shall be inspected semiannually for soundness and operational function. Repair defects to permitted design.
2. Clean accumulated sediment annually or more often as warranted and dispose of at an approved facility.

Stormwater Facilities and Outlet Controls

1. Clean out accumulated sediment annually or more often as warranted and dispose of at an approved facility.
2. Remove settled debris in the bottom if it raises above the minimum treatment volume.
3. Maintain bank slopes and planted vegetation
4. Repair any erosion of pond bank to permitted design.
5. Orifice control will be inspected semiannually - confirm pipe level with water – inspect and remove any debris
6. Weirs will be inspected semiannually – remove any debris
7. Inspect downstream in front of Control Structure 1 and weir and repair any erosion.

Control Structures ST417 and ST-475: Hydro International Up-Flow Filters with CPZ Media

1. Quarterly inspection the first year.
2. Annual inspection of the concrete box and remove accumulated sediment
3. Replace cartridges and media every 3 year.
4. Inspect downstream in front of Up-Flow Filters and repair any erosion.

For any questions on compliance please contact St. Johns River Water Management District - SJRWMD

SJRWMD

7775 Baymeadows Way, Suite 102

Jacksonville Florida 32256

904-730-6270

800-852-1563

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

SJRWMD FORM 62-330.311 (1) – included in this plan.

<https://www.flrules.org/gateway/reference.asp?No=Ref-15356>

INSPECTION CHECKLIST

SJRWMD FORM 62-311 (3) – included in this plan

<https://www.flrules.org/gateway/ruleno.asp?id=62-330.311>



Prepared by : Beth Leaptrott, P.E.

Senior Project Manager

Connelly & Wicker LLC / Suite 500

Jacksonville Florida 32246

Phone: 265.3030

Stormwater Facility Inspection Checklist

Instructions

Prior to the inspection, the Inspector should review the permit for the facility and the design or as-built drawing for the facility.

This inspection checklist is required for the documentation of the annual inspection of all permitted stormwater systems. Complete all parts of the general data section for the project site. Attach any additional required documentation, if necessary. In the "All Technologies" category, mark all items as "satisfactory" or "unsatisfactory." For all other categories, either select "N/A" and minimize the category or mark all inspection items as "satisfactory" or "unsatisfactory." If the system described does not contain a component that is listed for inspection mark that item as "N/A"

For any item marked unsatisfactory, provide a comment below the BMP technology describing maintenance action needed to bring the system back into compliance. Within 30 days of any failure of a stormwater management system or if any components of the constructed system are found to be not in substantial conformance with the permitted system, a report shall be submitted by the permittee or their authorized representative to the Agency using Form 62-330.311(1), "Operation and Maintenance Inspection Certification," (effective date), as per 62-330.331(2) F.A.C., describing the remedial actions taken to resolve the failure or deviation.

Inspection reports will be submitted by the permittee or their authorized representative to the applicable permitting agency. Each inspection report must be signed by a certified inspector or a registered professional to certify its authenticity.

Inspection Checklist

General Data

Inspection Date

Project Name

Location

Permit Number

Time since last storm event <24 hours 24-48 hours 48-72 hours >72 hours

Permit Holder

Permit Effective Date

Inspector Name

Inspector Contact Information

Multiple BMP types in the system No Yes List All: _____

Permit drawings have been reviewed No Yes

Additional Photos Attached N/A

Compliance Activity Record Attached N/A

All (or other unlisted) Technologies

Items for inspection	Satisfactory	Unsatisfactory
General		
BMPs and treatment facilities are in good repair and operational	<input type="checkbox"/>	<input type="checkbox"/>
BMPs and treatment facilities are free from debris buildup that may impair function	<input type="checkbox"/>	<input type="checkbox"/>
Berms, embankments, curbing, or other methods used to impound, divert, and direct discharges are adequate and in good condition	<input type="checkbox"/>	<input type="checkbox"/>
The discharge (if any) is free of floating materials, visible oil sheen, discoloration, turbidity, odor, foam, or any other signs of contamination	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Mowing done when needed	<input type="checkbox"/>	<input type="checkbox"/>
Grass clippings removed	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Traditional BMPS

Swales N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Swales and contributing areas clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No weeds or invasive plants present	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of nutrient deficiency	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of disease	<input type="checkbox"/>	<input type="checkbox"/>
Grasses/sod are not in need of replanting/resodding	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought stress	<input type="checkbox"/>	<input type="checkbox"/>
No signs of plant overgrowth	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Swale recovers between storms within permitted timeframe	<input type="checkbox"/>	<input type="checkbox"/>
Swale clean of sediments		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No areas of sediment buildup*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Inlet Structure / Pretreatment:		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No trash/debris/sediment in or around inlet structures*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence that runoff is short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>

Emergency Overflow / Outlet Structure		
Good condition, no need for repair	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of accumulation of trash, debris, or sediment in or around outlet structure(s)*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, or flooding around structures*	<input type="checkbox"/>	<input type="checkbox"/>
Swale Blocks N/A <input type="checkbox"/>		
If swale blocks or other structures are present, there is no evidence of erosion at downstream toe of structure*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Wet Pond N/A

Type of wet pond _____

Items for inspection	Satisfactory	Unsatisfactory
Vegetation		
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material is removed, if necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained		
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Fences/access repairs		
Fence(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Lock(s) and gate(s) function are adequate	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway/ drain gate		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
Weir System: drawdown and overflow weir		
Weir system condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging *	<input type="checkbox"/>	<input type="checkbox"/>
Clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Dry Pond N/A

Type of dry pond _____

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Basin bottom clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Emergency spillway clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Pond recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
Does not need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout of pond		
No evidence of sedimentation in pond	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion at downstream toe	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Fences/access repairs		
Fence(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Lock(s) and gate(s) function adequate	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain/side bank Filters		
Cleanout caps present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion over or adjacent to filter*	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet*	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Exfiltration Trench N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Trench surface clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Inlet areas clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Inflow pipes clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Overflow spillway clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Sediment traps or forebays		
Sufficiently trapping sediment	<input type="checkbox"/>	<input type="checkbox"/>
Has additional storage capacity available until next maintenance action	<input type="checkbox"/>	<input type="checkbox"/>
Sediment buildup has been removed	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		

Water does not stand on vegetative surface	<input type="checkbox"/>	<input type="checkbox"/>
Good vegetative cover exists	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Trench recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout of trench		
No evidence of sedimentation in trench*	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet intake(s) functioning adequately	<input type="checkbox"/>	<input type="checkbox"/>
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of flooding around inlet	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of flooding around outlet	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Embankment condition	<input type="checkbox"/>	<input type="checkbox"/>
Side slopes are stable	<input type="checkbox"/>	<input type="checkbox"/>
Aggregate repairs		
Surface of aggregate clean	<input type="checkbox"/>	<input type="checkbox"/>
Top layer of stone does not need replacement	<input type="checkbox"/>	<input type="checkbox"/>
Trench does not need rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Pervious Pavers/Pavement N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Paving area clean of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Site Area		
Drainage area contains stable soil that will not clog pavers	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation on site healthy and glass clippings removed	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the pavers	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, or rills around site	<input type="checkbox"/>	<input type="checkbox"/>
Infiltration		
Infiltration Test meets requirements	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Pervious paving recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging or standing water	<input type="checkbox"/>	<input type="checkbox"/>
Sediments		
Pavement area clean of sediments	<input type="checkbox"/>	<input type="checkbox"/>
Area vacuum swept on a periodic basis	<input type="checkbox"/>	<input type="checkbox"/>
Structural Integrity		
No evidence of surface deterioration	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of rutting or spalling	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of pavement settling	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of missing aggregate between pavers	<input type="checkbox"/>	<input type="checkbox"/>

Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Clean out caps present if included	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation cells N/A <input type="checkbox"/>		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
No grass clippings present *	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Stormwater Vaults or Tanks N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Paving area clean of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Recovery		
Recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of standing water	<input type="checkbox"/>	<input type="checkbox"/>
No nuisance flooding evident	<input type="checkbox"/>	<input type="checkbox"/>
Sediments		
Clear of sediments*	<input type="checkbox"/>	<input type="checkbox"/>
Structural Integrity		
No evidence of surface deterioration	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of cracking	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of rutting or spalling	<input type="checkbox"/>	<input type="checkbox"/>
Safety		
Ladders functioning and in good repair	<input type="checkbox"/>	<input type="checkbox"/>
Adequate venting for access	<input type="checkbox"/>	<input type="checkbox"/>
Contains primary and secondary access	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of scouring	<input type="checkbox"/>	<input type="checkbox"/>
Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Constructed Marsh System N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Marsh System clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Appears healthy	<input type="checkbox"/>	<input type="checkbox"/>

No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material removed, as necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained	<input type="checkbox"/>	<input type="checkbox"/>
Flow		
No signs of channeling or erosion *	<input type="checkbox"/>	<input type="checkbox"/>
Maintains minimum permitted water elevation	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought or short-circuiting	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation around inlet in good condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency outflow N/A <input type="checkbox"/>		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
Weir System or Level Spreader N/A <input type="checkbox"/>		
Weir system condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Vegetative Natural Buffers N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Buffer clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of damage from animal activity	<input type="checkbox"/>	<input type="checkbox"/>
No signs of stress or disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Dead plant material removed, as necessary	<input type="checkbox"/>	<input type="checkbox"/>
Upland banks are maintained	<input type="checkbox"/>	<input type="checkbox"/>
Flow		
No signs of channeling or erosion *	<input type="checkbox"/>	<input type="checkbox"/>
Maintain minimum permitted water elevation	<input type="checkbox"/>	<input type="checkbox"/>
No signs of drought or prolonged ponding	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short Circuiting the inlet	<input type="checkbox"/>	<input type="checkbox"/>

No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation around inlet in good condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency outflow N/A <input type="checkbox"/>		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around outlet *	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Green Roof N/A

Items for inspection	Satisfactory	Unsatisfactory
Debris Cleanout		
Vegetated area clear of debris*	<input type="checkbox"/>	<input type="checkbox"/>
Dewatering		
Recovers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of ponding or inundation	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of roof leaks	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of exposed or actively eroding areas	<input type="checkbox"/>	<input type="checkbox"/>
Dispersal system/sprinkler N/A <input type="checkbox"/>		
Dispersal system/sprinkler functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Piping in good repair	<input type="checkbox"/>	<input type="checkbox"/>
Pumps functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Cistern tank functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Overflow functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No signs of nutrient deficiency/disease	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Inlets/Catchments		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of clogging	<input type="checkbox"/>	<input type="checkbox"/>
Outlets		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of bypassing	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Cistern N/A

Items for inspection	Satisfactory	Unsatisfactory
Site area		

No evidence of clogging flow paths or pipes *	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Condition of foundation if above ground	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of leaks	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of algal growth in cistern	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of prolonged storage	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Trees appear healthy	<input type="checkbox"/>	<input type="checkbox"/>
Trees do not need replacing or pruning	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not bypassing the inlet(s)	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Screen and/or trap is secured and functioning properly	<input type="checkbox"/>	<input type="checkbox"/>
Screen and/or trap is clear of debris build up *	<input type="checkbox"/>	<input type="checkbox"/>
First flush collector (if present) clear of debris and properly functioning	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency overflow		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Pump N/A <input type="checkbox"/>		
Float switch functional	<input type="checkbox"/>	<input type="checkbox"/>
Pump functional	<input type="checkbox"/>	<input type="checkbox"/>
Healthy vegetation, if used for irrigation	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Tree Box or Tree Well N/A

Items for inspection	Satisfactory	Unsatisfactory
Site area		
Area clear of excess debris*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Device dewateres between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of inundation	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of sediment build up *	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Tree(s) appears healthy	<input type="checkbox"/>	<input type="checkbox"/>
Tree(s) do not need replacing or pruning	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>

Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not bypassing the inlet	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet *	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/emergency overflow		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain, if installed		
All cleanouts clear from clogging or blockages *	<input type="checkbox"/>	<input type="checkbox"/>
Cleanouts in good condition	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Bioswale or Raingarden N/A

Type of LID(s)

Items for inspection	Satisfactory	Unsatisfactory
Site area		
Area clear of excess debris*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion or sedimentation *	<input type="checkbox"/>	<input type="checkbox"/>
Dewatering		
Ponding dewaterers between storms	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of inundation	<input type="checkbox"/>	<input type="checkbox"/>
Sediment cleanout		
No evidence of sedimentation	<input type="checkbox"/>	<input type="checkbox"/>
Structural		
Constructed elements condition	<input type="checkbox"/>	<input type="checkbox"/>
Mulch depth at least 2 inches	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of damage from wildlife	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion*	<input type="checkbox"/>	<input type="checkbox"/>
No sediment build-up*	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation		
Vegetation healthy	<input type="checkbox"/>	<input type="checkbox"/>
No emergent invasive plant life	<input type="checkbox"/>	<input type="checkbox"/>
No areas need replanting	<input type="checkbox"/>	<input type="checkbox"/>
Not overgrown	<input type="checkbox"/>	<input type="checkbox"/>
Inlets		
Inlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
Runoff is not short-circuiting the inlet area	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around inlet area*	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of erosion, gullies, rills, or flooding around inlet area*	<input type="checkbox"/>	<input type="checkbox"/>
Plant life around inlets condition	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/overflow spillway		
Outlet(s) condition	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of trash/debris/sediment in or around outlet*	<input type="checkbox"/>	<input type="checkbox"/>

No evidence of erosion or flooding *	<input type="checkbox"/>	<input type="checkbox"/>
Underdrain N/A <input type="checkbox"/>		
All cleanouts clear form clogging or blockages	<input type="checkbox"/>	<input type="checkbox"/>
Cleanouts in good condition	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Non-Traditional BMPS

Other Manufactured BMPs N/A

Type of System _____

Items for inspection	Satisfactory	Unsatisfactory
Functioning based on permit and manufacturer specifications	<input type="checkbox"/>	<input type="checkbox"/>
No evidence of damage or clogging	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Monitoring Devices and Adaptive Controls N/A

Type of Monitoring Device(s) _____

Items for inspection	Satisfactory	Unsatisfactory
Computer components		
Functioning as intended	<input type="checkbox"/>	<input type="checkbox"/>
Recording data at permitted intervals	<input type="checkbox"/>	<input type="checkbox"/>
No signs of rusting, corrosion, or other weather damage	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

* That May Impair Function

Signature

Inspector Name:

Signature of Inspector:

Florida Registration Number:

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

Instructions: Submit this form to the Agency within 30 days of completion of the inspection, or after any failure of a stormwater management system or deviation from the permit. This form will be used to document inspections required under Section 12.5 of Applicant's Handbook Volume I.

Permit No.: _____ Application No.: _____ Date Issued: _____

Identification or Name of Stormwater Management System: _____

Phase of Stormwater Management System (if applicable): _____

Inspection Date: _____

Included Documentation: (check all that are attached)

- Form 62-330.311(X) "Inspection Checklist" (Required for permitted inspection frequency)
- Updated O&M cost estimate
- Updated O&M Plan
- Monitoring Reports

Inspection results: (check all that apply)

- The undersigned hereby certifies that the works or activities are functioning in substantial conformance with the permit. This certification is based upon on-site observation of the system conducted by me or my designee under my direct supervision and my review of as-built plans.
- The following maintenance was conducted since the last inspection (attach additional pages if needed):

- The undersigned hereby certifies that I or my designee under my direct supervision has inspected this surface water management system and the system does not appear to be functioning in substantial conformance with the permit. I am aware that maintenance or alteration is required to bring the system into substantial compliance with the terms and conditions of the permit. As appropriate, I have informed the owner of the following:
 - a) The system does not appear to be functioning properly;
 - b) That maintenance or repair is required to bring the system into compliance; and
 - c) If maintenance or repair measures are not adequate to bring the system into compliance, the system may have to be replaced or an alternative design constructed subsequent to approval by the agency below.

The following components of the system do not appear to be functioning properly (attach additional pages if needed):

Any components of the constructed system that are not in substantial conformance with the permitted system shall require a written request to modify the permit in accordance with the provisions of Rule 62-330.315, F.A.C. If such modification request is not approved by the agency below, the components of the system that are not in conformance with the permit are subject to enforcement action under Sections 373.119, 373.129, 373.136, and 373.430, F.S.

OPERATION AND MAINTENANCE INSPECTION CERTIFICATION

Name of Inspector: _____ Florida Registration Number
Or Qualified Inspector Number: _____

Entity providing Inspector Training: _____

Date of completion of Inspector Training: _____

Inspector's Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Signature of Inspector _____ Date _____

Report Reviewed by Permittee:

Name of Permittee: _____

Signature of Permittee _____ Date _____

Title (if any) _____



Connelly & Wicker / Prime AE

Comp. By: **Beth Leaptrott**
 Job: **Kings Preserve Phase 4**
 CWI Job No. **23-01-0052**
 Date: **8/9/2024**

ANNUAL COST ESTIMATE FOR OPERATION AND MAINTENANCE - STORMWATER POND AND OUTFALLS

#	Description of Item	Pay Quantity	Unit	Unit Cost	Total
Stormwater Pond					
1	Semi - Annual Inspection	2	LS	\$ 1,000.00	\$ 2,500
2	Vac Truck for Sediment Removal - Annual	1	LS	\$ 1,500.00	\$ 2,000
3	Maintain Bank Vegetation	1	LS	\$ 500.00	\$ 1,000
SUB-TOTAL: Stormwater Pond					\$ 5,500

Upflow Filter Maintenance					
4	Semi-Annual Inspection	2	LS	\$ 500.00	\$ 2,000
5	Vac Truck for Sediment Removal - Annual	1	LS	\$ 500.00	\$ 1,000
6	Replace Media every 3 years	1	LS	\$ 500.00	\$ 1,000
SUB-TOTAL: Upflow Filter Maintenance					\$ 4,000

		Total Cost =	\$	9,500
	15%	Contingency	\$	1,425
Total Cost +	15%		\$	10,925

SIXTH ORDER OF BUSINESS



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

September 9, 2024

Board of Supervisors
Darby Community Development District
475 West Town Place, Suite 114
St. Augustine, FL 32092

We are pleased to confirm our understanding of the services we are to provide Darby Community Development District, City of Jacksonville, Florida ("the District") for the fiscal year ended September 30, 2024. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Darby Community Development District as of and for the fiscal year ended September 30, 2024. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2024 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is

subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government

received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT:

**GMS-NF, LLC
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
TELEPHONE: 904-940-5850**

Our fee for these services will not exceed \$5,300 for the September 30, 2024 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District may terminate this agreement, with or without consent, upon thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the date of the notice of termination subject to any offsets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Darby Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Darby Community Development District.

By: 

Title: District Manager

Date: 9/10/24



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

**Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809**

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

TENTH ORDER OF BUSINESS

Darby
Community Development District

Unaudited Financial Reporting
August 31, 2024



Table of Contents

1	<u>Balance Sheet</u>
2	<u>General Fund</u>
3	<u>Month to Month</u>
4	<u>Debt Service Fund Series 2024 A-1</u>
5	<u>Debt Service Fund Series 2024 A-2</u>
6	<u>Capital Projects Fund</u>
7	<u>Construction Account Requisition Summary</u>
8	<u>Rec Improvements Account Requisition Summary</u>
9	<u>Developer Contributions</u>
10	<u>Long Term Debt Report</u>

Darby
Community Development District
Combined Balance Sheet
August 31, 2024

	General Fund	2024 A1 Debt Service Fund	2024 A2 Debt Service Fund	Capital Project Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 27,063	\$ -	\$ -	-	\$ 27,063
Due from Developer	5,544	-	-	-	5,544
Investments:					
Series 2024					
Reserve A1	-	258,066	-	-	258,066
Reserve A2	-	-	573,694	-	573,694
Cap Interest A1	-	113,471	-	-	113,471
Cap Interest A2	-	-	310,109	-	310,109
Revenue	-	1,025	-	-	1,025
Prepayment A2	-	-	794,519	-	794,519
Acquisition and Construction	-	-	-	6,042,520	6,042,520
Recreational Improvements	-	-	-	1,537,823	1,537,823
Cost of Issuance	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Deposits	-	-	-	-	-
Total Assets	\$ 32,607	\$ 372,562	\$ 1,678,322	\$ 7,580,343	\$ 9,663,834
Liabilities:					
Accounts Payable	\$ 18,308	\$ -	\$ -	\$ -	\$ 18,308
Due to Debt Service	-	-	-	-	-
Total Liabilities	\$ 18,308	\$ -	\$ -	\$ -	\$ 18,308
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted for:					
Debt Service - Series	-	372,562	1,678,322	-	2,050,884
Capital Project - Series	-	-	-	7,580,343	7,580,343
Unassigned	14,300	-	-	-	14,300
Total Fund Balances	\$ 14,300	\$ 372,562	\$ 1,678,322	\$ 7,580,343	\$ 9,645,526
Total Liabilities & Fund Balance	\$ 32,607	\$ 372,562	\$ 1,678,322	\$ 7,580,343	\$ 9,663,834

Darby
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues:				
Developer Contributions	\$ 109,148	\$ 55,527	\$ 55,527	\$ -
Total Revenues	\$ 109,148	\$ 55,527	\$ 55,527	\$ -
Expenditures:				
<i>General & Administrative:</i>				
Supervisor Fees	\$ 8,800	\$ 8,067	\$ -	\$ 8,067
FICA Expense	673	617	-	617
Engineering	12,000	11,000	-	11,000
Attorney	25,000	22,917	4,547	18,370
Annual Audit	5,000	5,000	3,200	1,800
Assessment Administration	3,200	-	-	-
Management Fees	36,000	33,000	33,000	-
Dissemination Agent	-	-	3,750	(3,750)
Information Technology	1,800	1,650	1,650	-
Website Maintenance	1,200	1,100	1,100	-
Telephone	500	458	89	369
Postage & Delivery	1,500	1,375	29	1,346
Insurance General Liability	5,500	5,500	5,000	500
Printing & Binding	1,200	1,100	259	841
Legal Advertising	5,000	4,583	3,021	1,562
Other Current Charges	600	550	219	331
Office Supplies	1,000	917	21	895
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 109,148	\$ 98,009	\$ 56,060	\$ 41,949
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ (42,482)	\$ (533)	\$ (41,949)
Fund Balance - Beginning	\$ -		\$ 14,832	
Fund Balance - Ending	\$ -		\$ 14,300	

Darby
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ 11,142	\$ 3,308	\$ -	\$ 6,535	\$ -	\$ 11,877	\$ -	\$ 8,279	\$ -	\$ 8,841	\$ 5,544	\$ -	\$ 55,527
Total Revenues	\$ 11,142	\$ 3,308	\$ -	\$ 6,535	\$ -	\$ 11,877	\$ -	\$ 8,279	\$ -	\$ 8,841	\$ 5,544	\$ -	\$ 55,527
Expenditures:													
General & Administrative:													
Attorney	\$ -	\$ -	\$ 1,096	\$ 399	\$ 476	\$ 514	\$ 460	\$ 1,602	\$ -	\$ -	\$ -	\$ -	\$ 4,547
Annual Audit	-	-	-	-	-	-	-	3,200	-	-	-	-	3,200
Management Fees	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	33,000
Dissemination Agent	-	-	-	-	-	625	625	625	625	625	625	-	3,750
Information Technology	150	150	150	150	150	150	150	150	150	150	150	-	1,650
Website Maintenance	100	100	100	100	100	100	100	100	100	100	100	-	1,100
Telephone	7	-	22	-	12	-	6	-	13	15	14	-	89
Postage & Delivery	4	-	2	1	1	10	1	1	2	8	1	-	29
Insurance General Liability	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Printing & Binding	34	10	1	9	2	33	-	39	80	-	52	-	259
Legal Advertising	735	409	1,217	80	-	76	-	153	252	-	100	-	3,021
Other Current Charges	2	14	11	-	18	11	96	14	20	15	17	-	219
Office Supplies	14	-	0	0	0	0	0	7	0	-	0	-	21
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 9,220	\$ 3,683	\$ 5,599	\$ 3,739	\$ 3,758	\$ 4,519	\$ 4,437	\$ 8,890	\$ 4,242	\$ 3,913	\$ 4,059	\$ -	\$ 56,060
Excess (Deficiency) of Revenues over Expenditures	\$ 1,922	\$ (375)	\$ (5,599)	\$ 2,797	\$ (3,758)	\$ 7,358	\$ (4,437)	\$ (611)	\$ (4,242)	\$ 4,929	\$ 1,485	\$ -	\$ (533)
Net Change in Fund Balance	\$ 1,922	\$ (375)	\$ (5,599)	\$ 2,797	\$ (3,758)	\$ 7,358	\$ (4,437)	\$ (611)	\$ (4,242)	\$ 4,929	\$ 1,485	\$ -	\$ (533)

Darby
Community Development District
Debt Service Fund Series 2024 - A1
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -
Interest Income	-	-	9,690	9,690
Total Revenues	\$ -	\$ -	\$ 9,690	\$ 9,690
Expenditures:				
Interest - 11/1	\$ -	\$ -	\$ -	\$ -
Interest - 5/1	47,278	47,278	47,278	-
Principal - 5/1	-	-	-	-
Total Expenditures	\$ 47,278	\$ 47,278	\$ 47,278	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ (47,278)	\$ (47,278)	\$ (37,588)	\$ 9,690
Other Financing Sources/(Uses):				
Bond Proceeds	\$ 409,125	\$ 409,125	409,125	\$ -
Transfer In	-	-	1,025	1,025
Total Other Financing Sources/(Uses)	\$ 409,125	\$ 409,125	\$ 410,150	\$ 1,025
Net Change in Fund Balance	\$ 361,847	\$ 361,847	\$ 372,562	\$ 10,715
Fund Balance - Beginning	\$ -		\$ -	
Fund Balance - Ending	\$ 361,847		\$ 372,562	

Darby
Community Development District
Debt Service Fund Series 2024-A2
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -
Special Assessments - Prepayments	-	-	794,519	794,519
Interest Income	-	-	24,287	24,287
Total Revenues	\$ -	\$ -	\$ 818,806	\$ 818,806
Expenditures:				
Interest - 11/1	\$ -	\$ -	\$ -	\$ -
Interest - 5/1	130,675	130,675	130,675	-
Principal - 5/1	-	-	-	-
Total Expenditures	\$ 130,675	\$ 130,675	\$ 130,675	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ (130,675)	\$ (130,675)	\$ 688,132	\$ 818,806
Other Financing Sources/(Uses):				
Bond Proceeds	\$ 991,215	\$ 991,215	\$ 991,215	\$ -
Transfer Out	-	-	(1,025)	(1,025)
Total Other Financing Sources/(Uses)	\$ 991,215	\$ 991,215	\$ 990,190	\$ (1,025)
Net Change in Fund Balance	\$ 860,540	\$ 860,541	\$ 1,678,322	\$ 817,781
Fund Balance - Beginning	\$ -		\$ -	
Fund Balance - Ending	\$ 860,540		\$ 1,678,322	

Darby
Community Development District
Capital Projects Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending August 31, 2024

	2024A
	Thru 08/31/24
Revenues	
Interest Income	\$ 193,231
Total Revenues	\$ 193,231
Expenditures:	
Capital Outlay - Acquisiton and Construciton	\$ 4,066,708
Cost of Issuance	263,140
Underwriter's Discount	267,700
Capital Outlay - Recreation Improvements	-
Total Expenditures	\$ 4,597,548
Excess (Deficiency) of Revenues over Expenditures	\$ (4,404,317)
Other Financing Sources/(Uses)	
Bond Proceeds	\$ 11,984,660
Total Other Financing Sources (Uses)	\$ 11,984,660
Net Change in Fund Balance	\$ 7,580,343
Fund Balance - Beginning	\$ -
Fund Balance - Ending	\$ 7,580,343

Darby
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2024
Construction Account

Date Paid	REQ #	Contractor	Description	Requisition
Fiscal Year 2024				
2/20/24	1	Plummer JV LLC	Earthwork and Offsite Improvements	\$ 4,051,668.56
6/20/24	2	Kutak Rock	Payment for legal fees related to bond validation and acquisition of capital improvements.	13,997.25
8/6/24	3	Kutak Rock	Project Construction -Feb24	1,042.00
	4	Plummer JV LLC	JEA Retainage	480,147.77
TOTAL				\$ 4,546,855.58
Project (Construction) Fund at 2/29/24				\$ 9,938,469.46
Interest Earned and Transfer thru 08/31/24				154,887.50
Transfer from COI				15,870.99
Outstanding Requisitions				480,147.77
Requisitons Paid thru 08/31/24				(4,546,855.58)
Remaining Project (Construction) Fund				\$ 6,042,520.14

Darby
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2024
Recreational Improvements Account

Date Paid	REQ #	Contractor	Description	Requisition
Fiscal Year 2024				
TOTAL			\$	-
			Project (Construction) Fund at 2/29/24	\$ 1,500,000.00
			Interest Earned and Transfer thru 08/31/24	37,822.92
			Outstanding Requisitions	-
			Requisitions Paid thru 08/31/24	-
Remaining Project (Construction) Fund			\$	1,537,822.92

**Darby Community Development District
Developer Contributions/Due from Developer**

Funding Request #	Date Prepared	Date Payment Received	Check Amount	Total Funding Request FY23	Total Funding Request FY24	Over and (short) Balance Due
1	6/19/23	9/6/23	\$ 20,250.00	\$ 20,250.00	\$ -	\$ -
2	8/22/23	11/22/23	\$ 4,471.00	\$ 4,471.00	\$ -	\$ -
3	9/25/23	11/22/23	\$ 11,947.78	\$ 6,947.78	\$ 5,000.00	\$ -
4	10/5/23	11/22/23	\$ 6,866.65	\$ 724.63	\$ 6,142.02	\$ -
5	11/28/23	1/31/24	\$ 3,308.04	\$ -	\$ 3,308.04	\$ -
6	1/25/24	3/6/24	\$ 7,546.36	\$ 1,011.00	\$ 6,535.36	\$ -
7	3/31/24	5/20/24	\$ 11,877.27	\$ -	\$ 11,877.27	\$ -
8	5/7/24		\$ -	\$ -	\$ 8,278.93	\$ 8,278.93
9	7/15/24		\$ -	\$ -	\$ 8,841.43	\$ 8,841.43
10	8/31/24		\$ -	\$ -	\$ 5,544.18	\$ 5,544.18
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
Due from Developer			\$ 66,267.10	\$ 33,404.41	\$ 55,527.23	\$ 22,664.54
Total Developer Contributions FY24					\$ 55,527.23	

Darby

Community Development District

Long Term Debt Report

Series 2024 A-1, Special Assessment Revenue Bonds	
Original Issue Amount:	\$3,620,000
Interest Rate:	4.8% - 6.0%
Maturity Date:	5/1/2054
Reserve Fund Definition	Max Annual Debt Service
Reserve Fund Requirement	\$258,066
Reserve Fund Balance	258,066
Bonds Outstanding: 2/9/24	\$3,620,000
Current Bonds Outstanding	\$3,620,000

Series 2024 A-2, Special Assessment Revenue Bonds	
Original Issue Amount:	\$9,765,000
Interest Rate:	5.88%
Maturity Date:	5/1/2035
Reserve Fund Definition	Max Annual Debt Service
Reserve Fund Requirement	\$573,694
Reserve Fund Balance	573,694
Bonds Outstanding: 2/9/24	\$9,765,000
Current Bonds Outstanding	\$9,765,000

ELEVENTH ORDER OF BUSINESS

Darby

Community Development District

FY 24 Funding Request #11

September 30, 2024

PAYEE	GENERAL FUND	GENERAL FUND
	FY24	FY25
1 EGIS Inv #24456 FY25 Insurance Renewal Policy 10/1/24 - 10/1/2025		\$ 5,200.00
2 GMS, LLC Inv# 16 - Management fees September 2024	\$ 3,902.11	
3 Kutak Rock LLP Inv #3453893 General Counsel June 2024	1,139.00	
Total	<u>\$ 5,041.11</u>	<u>5,200.00</u>
Total Funding Request		\$ 10,241.11

Please make check payable to:

Darby Community Development District
475 West Town Place Ste 114
St Augustine FL 32092

INVOICE



Customer	The Darby Community Development District
Acct #	1430
Date	08/19/2024
Customer Service	Kristina Rudez
Page	1 of 1

The Darby Community Development District
 c/o Governmental Management Services
 475 West Town Place, Suite 114
 St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 5,200.00
Payment Amount	
Payment for:	Invoice#24456
1001241040	

Thank You

Please detach and return with payment



Customer: The Darby Community Development District

Invoice	Effective	Transaction	Description	Amount
24456	10/01/2024	Renew policy	Policy #1001241040 10/01/2024-10/01/2025 Florida Insurance Alliance Package - Renew policy Due Date: 8/19/2024	5,200.00



Total				
				\$ 5,200.00

Thank You

*FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349*

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555 Atlanta, GA 30374-8555	sclimer@egisadvisors.com	08/19/2024

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 16
Invoice Date: 9/1/24
Due Date: 9/1/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - September 2024		3,000.00	3,000.00
Website Administration - September 2024		100.00	100.00
Information Technology - September 2024		150.00	150.00
Dissemination Agent Services - September 2024		625.00	625.00
Office Supplies		0.03	0.03
Postage		0.69	0.69
Copies		3.75	3.75
Telephone		22.64	22.64
Total			\$3,902.11
Payments/Credits			\$0.00
Balance Due			\$3,902.11

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 26, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3453893

Client Matter No. 43923-1

Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver
Darby CDD
C/O Governmental Management Services, LLC
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3453893
43923-1

Re: General Counsel

For Professional Legal Services Rendered

06/14/24	W. Haber	0.20	72.00	Review and respond to inquiry regarding HOA documents
06/17/24	W. Haber	0.60	216.00	Review and respond to correspondence regarding estoppel letters; review and revise consent to HOA declaration and confer with counsel for HOA
06/18/24	W. Haber	0.30	108.00	Review and respond to inquiry regarding establishment and construction fund for amenities
06/19/24	W. Haber	0.20	72.00	Confer with GMA regarding estoppel letters; review bond documents with respect to same
06/21/24	W. Haber	0.40	144.00	Participate in conference call to discuss assessment allocation and budget
06/28/24	W. Haber	0.30	108.00	Review and respond to e-mails regarding assessment levels
07/09/24	W. Haber	0.20	72.00	Review agenda for July meeting
07/15/24	G. Lovett	0.10	25.00	Research matters relating to district rules of procedure and incorporation of new legislation

KUTAK ROCK LLP

Darby CDD

September 26, 2024

Client Matter No. 43923-1

Invoice No. 3453893

Page 2

07/17/24	K. Jusevitch	0.20	34.00	Confer with Haber regarding funding agreement
07/23/24	W. Haber	0.50	180.00	Prepare for and participate in Board meeting
07/26/24	W. Haber	0.30	108.00	Confer with Schwartz regarding quarterly reports

TOTAL HOURS 3.30

TOTAL FOR SERVICES RENDERED \$1,139.00

TOTAL CURRENT AMOUNT DUE \$1,139.00