

Minutes of Meeting  
Rivers Edge  
Community Development District

The regular meeting of the Board of Supervisors of the Rivers Edge Community Development District was held Wednesday, February 15, 2017 at 11:00 a.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

Jason Sessions	Chairman
Kerry Soltis	Vice Chairperson by telephone
Judy Long	Supervisor
Charles H. Oates	Supervisor

Also present were:

Jim Perry	District Manager
Jennifer Kilinski	District Counsel by telephone
Ryan Stillwell	District Engineer
Louis Cowling	Field Operations
Roy Deary	Vesta
Dan Fagan	Vesta
Eric Lowrie	Vesta
Amanda Lee	Vesta
15 residents	

The following is a summary of the minutes and actions taken at the February 15, 2017 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Perry called the meeting to order at 11:00 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the December 21,  
2016 Meeting**

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the minutes of the December 21, 2016 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Approval of Form of SR 13 Roundabout Maintenance Agreement**

Ms. Kilinski stated this is the form of maintenance agreement that FDOT has required in the past for improvements that the district is anticipated to construct within an FDOT right of way. What you have in the package is the form with my suggested comments but this likely will change. The district is putting improvements in FDOT right of way it requires the district to maintain the improvements in accordance with certain standards and specifications. Different sticking points from our perspective, FDOT wanted the ability to be able to remove the improvements if it was deemed it was in their best business interests and we are trying to pushback on that. We want to limit that to situations where there is some public health, safety welfare and that if those improvements were to be removed it would be at FDOT cost. The resolution will essentially adopt the form of the agreement in substantial form and it would authorize district counsel, the chair and staff to finalize the agreement and execute on behalf of the district and I will bring it back for ratification once we have gone through that process.

Mr. Stillwell stated this maintenance agreement will apply to both the existing roundabout and the proposed roundabout.

Ms. Kilinski stated the statute was changed recently FDOT was required to enter into the agreement with St. Johns County. We now have had a legislative fix that allows FDOT to directly contract with special districts. It would be the existing roundabout the proposed roundabout and if there are any other roundabouts that are done for the community we would use this form rather than negotiate another agreement.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-10 Approving the FDOT Agreement**

On MOTION by Mr. Sessions seconded by Ms. Long with all in favor Resolution 2017-10 was approved and the attached agreement was approved in substantial form.

**SIXTH ORDER OF BUSINESS**

**Ratification of Staff's Actions In Releasing  
CDD Property From Certain CDD  
Disclosures as Requested by FDOT**

Ms. Kilinski stated this is more of a cleanup item. When FDOT in permitting certain property between the district and FDOT for the roundabout we were just discussing there is title work to be cleaned up with restrictive covenants the district has put on certain property that is owned by FDOT and some of that relates to the notice of establishment of the district. When we establish districts we record this in the public records that everybody can find that a district has been established. We are giving certain property to FDOT in conjunction with them permitting our roundabout they are requiring the release of that notice on what will be their property. This is the normal course of business when we do these types of things with state and county entities. I want to get your ratification of staff's action.

Kerry Soltis joined the meeting by telephone during this item.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor staff's actions in releasing CDD property from certain CDD disclosures as requested by FDOT was ratified.
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**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Mr. Stillwell stated we have two requisitions that didn't make it into the agenda packet. The first one is for the remaining 50% payment on the park equipment that went in as part of Phase 2A and these requisitions are coming out of the 2016 bond issue, the amount of that payment is for four of the parks and the remaining 50% is \$59,786.35. The second requisition is for the bidding services my firm, Prosser, performed on the State Road 13 roundabout and that is for \$6,455.54. We, as district engineer, have reviewed these and executed both requisitions and we just look for board approval of these items

On MOTION by Mr. Sessions seconded by Ms. Long with all in favor the two requisitions as outlined by the engineer were approved.

Mr. Stillwell stated we have been working with St. Johns County on the traffic enforcement agreement, which is allowing golf carts to be on the roads in RiverTown and we had a meeting with the new county engineer as well as the traffic engineer and we have educated them on the history of these events that have taken place at other communities and they are working on some requirements they want us to proceed with so we can perform our report and analysis.

**C. Manager**

Mr. Perry stated we are in the process of finalizing the fiscal year 2016 audit, which ended September 30, 2016. We hopefully will have that for you at the next meeting and if not then the next one.

We are in the process of completing the tax exemption for all the property that the district owns and we have to file that on an annual basis with St. Johns County.

**D. Amenity Manager - Report**

Ms. Lee gave an overview of the amenity manager's report, which was included in the agenda package.

**E. Field Services – Operation Memorandum**

Mr. Cowling gave an overview of the field operations memorandum, which was included in the agenda package.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. Oates asked in section 5 of the resolution we approved earlier there was a typo.

Ms. Kilinski stated we will fix that.

Ms. Byrd stated I have two questions. One is about the easements the preserve just doesn't look so good. They usually chop the grasses down and it's down to dirt now. It just doesn't look to me as it should for our community.

Mr. Cowling stated I have that on their punch list.

Mr. Sessions stated a lot of people have questions about maintenance throughout the community and if you email that to Louis then you don't have to wait for a meeting and we can track when it is getting done.

Ms. Byrd asked will the new sign be centered and look nicer?

Mr. Sessions stated we sent an email out saying we weren't happy with the signs and the RiverTown placard will be removed, the wall will be painted white and the RiverTown name similar to what is at the new entry will be placed and backlit. It is in the works. It will not be centered it is not designed to be centered the whole design is to offset and see it as you drive in.

Ms. Sharp asked is Comcast going to fill in dirt around the boxes that they put in the yards because there are big gaps around the boxes?

Mr. Sessions stated I don't know. We struggled with them tremendously we worked very hard with their guy to make sure things were done properly as best as we could get them done. I assume if they are gone they are gone. You can call Comcast. It is their right to come in and do those things and it is a difficult challenge or you might get a bag of soil from Home Depot and drop it in there and let life go on.

Ms. Harker stated they put the boxes in the front on the houses on Main Street section and we are not supposed to do anything between the sidewalk and the street. Is there any kind of planting around them?

Mr. Sessions stated you need to call before you dig because there are utilities in there. I think once the grass grows in and the dirt fills in they will kind of hide themselves a little better but it is what it is.

Mr. Blyn stated I know you have dog stations planned for the new area but residents are walking their dogs over there now. Can you give us some stations now?

Mr. Sessions stated I don't know that we have stations planned for there right now. We probably need to look at where we put that station but there will never be enough dog stations for pet owners and people need to be responsible for their own pets.

Ms. Haig stated I'm closing on my house in two weeks. We did the appraisal this week and the HOA fee is \$388 instead of \$55. Has that increased?

Mr. Sessions stated you probably have fines from the builder on there that he will need to clear up. The amount hasn't changed.

**TENTH ORDER OF BUSINESS                      Financial Reports**

**A.    Tri-Party Funding Request Nos. 42 and 43**

Mr. Perry stated funding request no. 42 is for \$1,890.55 and funding request 43 is for \$15,609.80 and those funding requests will be funded by the developer.

On MOTION by Mr. Sessions seconded by Ms. Long with all in favor tri-party funding requests 42 and 43 were approved.

**B.    Balance Sheet & Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

**C.    Assessment Receipt Schedule**

A copy of the assessment receipt schedule was included in the agenda package.

**D.    Approval of Check Register**

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the check register was approved.

**ELEVENTH ORDER OF BUSINESS                      Next Scheduled Meeting – Wednesday,  
March 15, 2017 @ 11:00 a.m. at the  
Rivertown Amenity Center**

Mr. Perry stated our next scheduled meeting is going to be Wednesday, March 15, 2017 at 11:00 a.m. in this location.

On MOTION by Mr. Oates seconded by Ms. Long with all in favor the meeting adjourned at 11:29 a.m.

February 15, 2017

Rivers Edge CDD



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Secretary/Assistant Secretary



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Chairman/Vice Chairman