

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 Thursday, March 8, 2018 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
Jason Beard	Vice Chairman
Judy Long	Supervisor
Charles Oates	Supervisor
Rick Egger	Supervisor

Also present were:

Jim Perry	District Manager
Jennifer Kilinski	District Counsel
Ryan Stillwell	District Engineer by telephone
Dan Fagan	Vesta
Karen Howell	Vesta
Robert Beladi	Vesta
Marcy Pollicino	Vesta
Jason Davidson	Vesta
Tim Blyden	Vesta
D. J. Smith	Mattamy
Ernesto Torres	GMS
Melissa Zimmer	Swim Team Representative
Six Residents	

The following is a summary of the minutes and actions taken at the March 8, 2018 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. 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 January 17, 2018 Meeting

On MOTION by Mr. Beard seconded by Mr. Oates with all in favor the minutes of the January 17, 2018 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of RiverClub Usage Agreement

Ms. Kilinski stated the RiverClub is outside the CDD boundaries and in order for the district to operate and maintain that facility and also allow the residents to use that facility there has to be some use agreement that allows residents access, represents what sort of operations are going to transpire there and grants the district access for both operation and use.

Before you is a lease agreement that I drafted and it is important for the audience and board members to understand that there is going to be no net cost to this district for the operation. Mattamy will have a separate funding agreement, you will see the lease outlines of what those costs may be and how that funding is going to come into the district to be able to pay Vesta to operate the facility.

I will likely put a term for a year but the expiration of that lease will happen on the earlier of the district determining that with or without cause and we have what those cause provisions would be. The other potential termination would be when Rivers Edge CDD no. 2, which is in for establishment now with the county gets established, that district will ultimately operate and maintain that facility. It will come before you with a form of Interlocal agreement between this district and that district, which will allow mutual usage of this facility and that facility each one bearing their costs for operation and maintenance of facility so you wouldn't see an impact on your assessments related to that operation.

This should get us to the next quarter and allow those uses, it will also set up some of those policies that you will see later that residents here and residents there will operate under. It is very similar to policies you find now in terms of how you would rent the facility, the sorts of charges that would be incurred, what you can expect from janitorial services, all those kinds of things that you will find when you are using that facility once that next district is established. There will be a separate amenity management agreement that is very similar to the one you

approved before for operation of this facility with Vesta. It is not in final form yet and it is less important in my view for this board from the standpoint of it is not a cost you are incurring it is a direct cost to Mattamy.

Mr. Perry asked when is it targeted to start?

Mr. Sessions stated it has started, we have a grand opening event for the residents tomorrow night.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor RiverClub usage agreement was approved in substantial form.

FIFTH ORDER OF BUSINESS

Consideration of Proposal from Brightview for RiverClub Landscaping

Mr. Perry stated this is one of several agreements we will bring before the board and these are pass thrus and will eventually be funded by Mattamy as part of the agreement you just approved.

Ms. Kilinski stated the lease agreement ties together the operation of the facility and the related grounds and this would be part of that same funding agreement with Mattamy and this contract will be an attachment to the lease.

On MOTION by Mr. Sessions seconded by Mr. Egger with all in favor the proposal from Brightview for RiverClub landscaping for a yearly fee of \$33,120.00 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Agreement with Vesta for Field Services

Mr. Perry stated the agreement with Vesta for field services is related to this district.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the agreement with Vesta for field Services for an annual fee of \$30,750 was approved.

SEVENTH ORDER OF BUSINESS

Discussion of Policies for RiverClub

Mr. Perry stated we will ask that these be approved in substantial form, there will be some tweaks to these and as we work through the initial operations there will probably be additional changes.

Mr. Fagan gave an overview of the proposed policies for the RiverClub for alcohol, guests, rental, swimming pool, care giver, fire pit, playground and boardwalk.

Mr. Sessions stated it is a staffed facility that will only be open when staffed so people cannot gain access to the facility during non-operating hours. We have limited rentals to only times when the café is not operating. For the foreseeable future Mattamy is subsidizing that facility. The pool is not a lifeguard pool, there will not be lifeguards at the pool at any given time it will be a swim at your own risk pool and night swimming is allowed during operating hours. Mattamy will also use this facility on occasion for marketing purposes. We are going to have some public events at this facility scattered throughout the year. The other thing Vesta is going to be doing between now and the summer is changing our card access system to a picture system so everybody will have to re-register at the access points so their picture is part of the system and everybody will have to sign off on having received and read the policies. On the programming side we probably need to do a better job of explaining what can happen at the River Club and we hope tomorrow night everybody shows up and they get to hear it first-hand.

Ms. Kilinski stated we will have to add the night swimming in the policies.

Mr. Sessions moved to approve the proposed policies for RiverClub in substantial form and Mr. Beard seconded the motion.

A resident asked will there ever be adult only swimming?

Mr. Sessions stated we are working to devise programs that meet the needs of the community and one of the needs of the community is to have adults only swim.

Ms. Monahan stated I just purchased my house and I wouldn't want to go to the pool by myself but to go with someone.

Mr. Sessions stated that would be considered a guest and part of the 12 allowable uses. While that may not work for you the majority of the people who come to the meetings and have expressed concern that during the summer there are families that show up with other families with 12 kids every weekend and we have to police it somehow and some of the rules don't work for everybody.

Mr. Fagan stated you have the ability to buy an additional guest card. The intent is to limit that to some degree.

On voice vote will all in favor the motion passed.

EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Kilinski stated at the April meeting we anticipate having all the financing documents in front of you.

B. Engineer

1. Consideration of Requisition Nos. 31-33

Mr. Stillwell stated requisitions 31-33 have to do with the roundabout and the contractor is nearing completion and we are working on closeout documents.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor requisitions 31 – 33 in the total amount of \$152,639.61 were approved.

2. Ratification of Besch & Smith Change Order

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the change order with Besch & Smith in the amount of \$2,675.50 was ratified.

3. Consideration of Proposal for a Public Facilities Report

Mr. Stillwell stated the public facilities report is a requirement under state statute that we perform the first quarter every five years for the CDD to update the facilities that are owned by the district.

On MOTION by Mr. Sessions seconded by Mr. Egger with all in favor the proposal to prepare an update to the public facilities report in the amount of \$3,250 was approved.

4. Discussion of Golf Cart Signage Bid

Mr. Stillwell stated in your package you have the golf cart signage bid. This was obtained off the approved plan in regard to signage changes that need to happen on the existing CDD roadways to bring them into compliance to allow golf carts on the roadways. This is open to discussion if this is something we want to move forward with at this point.

Mr. Sessions stated yes, we want to move forward with this.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the bid for golf cart signage in the amount of \$60,600 was approved.

C. Manager

Mr. Perry stated we have started working on the budget for this district and a potential one for the next district and we will bring that to you shortly.

D. Amenity Manager - Report

Mr. Fagan stated with RiverClub coming on and a change of our contract we have been able to increase our staff based on the needs of the community. I want to introduce you to Robert Beladi, the field operations manager and comes from a golf course background, Marcy Pollicino is the event coordinator and will be working with the marketing team pulling together events and activities, Karen Howell is working as the facility manager she works with the staff making sure things are done correctly and you know Jason Davidson. We have a great team and we are very happy to have them.

Mr. Davidson gave an overview of the operations report.

E. Field Services – Operations Memorandum

There being none, the next item followed.

TENTH ORDER OF BUSINESS **Supervisors' Requests and Audience Comments**

Ms. Monahan stated apparently outsiders know the code to get in the dog park and I wondered if you could change the code every six months or something.

Mr. Davidson stated we can do that monthly and figure out the best way to communicate that to the residents.

A resident asked is the cell tower near the welcome center active and is it one carrier?

Mr. Sessions stated it is active and is owned by one carrier. There have been other cell tower sites permitted within RiverTown and I have let a proposal go for a cell tower company to get more carriers here. Unfortunately, the economics of cell towers have changed quite a bit and we are at the mercy of the carriers. We are working diligently to get better service in here. We are trying to site those in locations that will be least obtrusive to the community. There will be another one hopefully on Longleaf Pine and there may be one somewhere towards the park closer to the river that would be outside the neighborhood.

A resident asked is the café going to be run privately or by Mattamy?

Mr. Davidson stated we went through an agricultural permit and with the commercial dishwasher we need to bring the level of up to do smoothies and coffee and we are trying to avoid the three basin sink due to the cost.

Mr. Sessions asked are we open today?

Mr. Davidson stated yes.

A resident stated they are open but they don't sell anything but candy bars. They advertise that it is a café but it is not.

Mr. Davidson stated we have been doing the complimentary coffee as people come in and we just don't have the smoothies right now.

Mr. Sessions asked how long until it is fixed?

Mr. Davidson stated by the end of the week.

Mr. Fagan stated I think we have it worked out, it was just a miscommunication between the Department of Agriculture and the Department of Health. We were told different things by different inspectors and we are able to provide everything except smoothies. There are bagels, muffins and coffee so we will have smoothies hopefully by the first of the week so it will be a fully functioning café. We are going to backstop that with fresh goods like muffins and stuff that

we are going to bake in the RiverClub café, we are going to stock it with those items as well so it will be more readily available.

Ms. Hansknecht asked are there any plans for a storage facility for trailers for business usage, etc.?

Mr. Sessions stated there is a new sign on Longleaf Parkway where a facility will be opening in the next six months.

Ms. Hansknecht asked will there be enforcement for people who are parking those types of things in the streets?

Mr. Sessions responded there is enforcement today, that is an HOA issue. The HOA manager drives the property once a week or once every two weeks and has a log of the violations and if you see something reach out to the HOA manager and report it.

A resident asked are there summer activities planned for kids?

Mr. Session stated yes, I suggest you get with Jason, there is a full schedule of activities.

Ms. Zimmer stated I submitted a proposal to the amenity center for a summer swim team, just a small community team.

Mr. Sessions stated because of the timing we were unable to get it on the agenda but I asked her to come to the meeting. I just got it an hour ago and it is quite a bit different than any discussions we have had in the past as far as use. The original thought process was just morning practices and one meet and now we are into 35 days in the evening.

Ms. Zimmer stated 35 practices total is what we are asking for, some are morning and afternoon practices. Some kids can't make it in the morning.

A resident stated as long as you leave a lane or two for residents who are lap swimmers because there are quite a few who come early in the mornings to avoid the crowds.

Mr. Sessions stated it is always a requirement and always has been to leave a lane open.

A resident stated they don't always abide by that.

Mr. Perry stated you can't approve it today. You can put it on the agenda for next month's meeting. In the interim you can ask staff to work with her to see if these days are acceptable because you have operations and this might not work for these specific days and bring it back to the board at next month's meeting.

Mr. Sessions stated my concern is the amount of days. We talked about sending out a survey to the residents to see what the desire was for a swim team within the facility because

often the case is we drive programs for very few. I realize Melissa feels she has a pretty good following coming from this and I want to honor that request as well. I have been very clear that swim teams are pretty troubling for these facilities all the way around.

Ms. Zimmer stated my opinion is that an activity like this is appealing to families.

Mr. Sessions asked what are your thoughts on that many evening practices versus just doing it in the mornings, they are not offering to cover any costs or wear and tear to the facility and are asking us to support this for the first year or two? I think we need to be respectful to the other residents and figure out how to do this responsibly.

Mr. Fagan stated I think morning practices tend to be the best, it is less disruptive to the ongoing operations, the day to day operation and also evening practices typically get rained out so that is why there is not a whole lot of evening swim meets as well. We have dive blocks and lane lines and the first season wouldn't be a problem but moving forward to compensate for the district assets is something to keep in mind, similar to room rentals here with district assets I think the same can be applied with the swim team.

Mr. Davidson stated I agree with Dan in the mornings, the earlier the better before school and generally in the afternoons they go after school and by the time they are out of the pool it is 6:30 or 7:00 p.m. We did struggle in the beginning with keeping a lane open and we forced it into two lanes to be open and through communication the swim team was good about it.

Mr. Perry stated one issue that needs to be considered the proposal talks about residents and family and friends and non-residents are always an issue.

Mr. Sessions stated we have no intention of allowing non-residents on the team.

Ms. Zimmer stated okay.

Mr. Sessions asked do we have to wait until April to have something happen?

Ms. Kilinski stated what we could do is approve it, give staff direction to start working on an agreement if everybody is agreeable to that and what we would put into that agreement would be some form of required ratification by the board, which would give the residents some time to opine and provide you feedback and if you get enough feedback that you feel this isn't a good idea then the agreement would lapse.

Ms. Zimmer stated the kids are still in school for the evening practices I suggested in May. If we only allow morning practices then we won't be able to start when the rest of the league starts.

Mr. Sessions stated we need to have staff work with you and try to iron out the details. I would like to get it out in an email format to the residents making sure it is available to the residents to view prior to the April meeting. We are not saying no today we just need more input from everybody. We will have an answer April 11th.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor staff was authorized to work with Melissa Zimmer to come up with a program that will be considered at the April meeting.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Consideration of Tri-Party Funding Request No. 58

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor tri-party funding request no. 58 in the amount of \$4,129.50 was approved.

B. Consideration of Construction Funding Request No. 6

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor construction funding request no. 6 in the amount of \$152,639.61 was approved.

C. Balance Sheet & Income Statement

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

D. Assessment Receipt Schedule

A copy of the assessment receipt schedule indicating 96% collection was included in the agenda package.

E. Approval of Check Register

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

March 8, 2018

Rivers Edge CDD

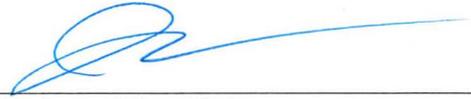
TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – Wednesday, April 11, 2018 @ 11:00 a.m. at the Rivertown Amenity Center

Mr. Perry stated our next scheduled meeting will be April 11, 2018 at 11:00 a.m. at this location. We will add to the agenda the swim team item. Also at that meeting will be the financing of the bonds.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the meeting adjourned at 12:00 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman