

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, August 16, 2017 at 6:00 p.m. at the Rivertown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

Jason Sessions	Chairman
Jason Beard	Supervisor
Judy Long	Supervisor
Charles Oates	Supervisor

Also present were:

Jim Perry	District Manager
Jennifer Kilinski	District Counsel by telephone
Ryan Stillwell	District Engineer
Brian Stephens	Riverside Management
Dan Fagan	Vesta
Eric Lowrie	Vesta
Amanda Lee	Vesta
D.J. Smith	Mattamy
Taylor Simpson	Mattamy
20 Residents	

The following is a summary of the minutes and actions taken at the August 16, 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 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Sharp stated I'm concerned about the trees that have been blown over with the root ball exposed for about four weeks and one is blocking a sidewalk.

Mr. Sessions asked have you reported that to the CDD?

Ms. Sharp responded no, that's what I'm doing now.

Mr. Sessions stated as I always suggest please don't wait for a meeting to report things, contact Louis anytime something like that happens and he will take care of it.

Ms. Lee stated they are aware of it and they are supposed to be fixed this week.

Ms. Loftus asked is there any chance of a basketball court?

Mr. Sessions responded there are plans for basketball courts and it is in our fiscal year 2018 budget and it will be built by Mattamy, funded by Mattamy and then in the future when there is money in the CDD to reimburse that expense we will do so.

Ms. Loftus asked is the community garden going to happen?

Mr. Sessions stated we tried to form a committee for the community gardens and get licensing in place and there was no interest. If you have an interest get with Amanda she is the one who will set up the clubs and our programming.

**THIRD ORDER OF BUSINESS**

**Affidavit of Publication**

A copy of the affidavit of publication of the public hearing was included in the agenda package.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Budget for Fiscal Year 2018**

**A. Consideration of Resolution 2017-13 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2018**

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the public hearing was opened.

Mr. Perry stated this budget is for fiscal year 2018 that starts October 1, 2017 through September 30, 2018. This budget is a placeholder budget with hardly any changes in regards to the general operating costs. The assessments are the same with no increase and there is a slight decrease in assessments to individual landowners but very minimal. The Administrative budget is basically the same as last year, grounds maintenance budget stayed somewhat level but there are some changes, the amenity center RiverHouse budget has some changes in staffing levels for next year but the biggest thing we have in the budget is the amenity the RiverClub and that is included and fully funded by Mattamy with the anticipation of the formation of a new CDD,

which will eventually have that amenity and there will be an interlocal agreement between both districts to share amenities. That budget anticipates that amenity will be open in the October/November timeframe but keep in mind that the costs associated with that is funded by Mattamy and doesn't impact this district at all and it will not impact this district in the future because there will be a new district that will own that amenity.

Mr. Sessions stated there will be costs that impact this district, they will be sharing costs just as with the RiverHouse will have shared costs with other districts.

Mr. Perry stated in addition to the operation and maintenance budget there is the debt service fund budgets for the 2008A Bonds and the 2016 Bonds that includes the amortization schedule and the last pages show the allocation of O&M assessments relative to the individual lots and they range from a 30 foot lot to a 90 foot lot. There are a lot of questions about how does my neighbor who has a 70-foot lot have a different assessment than what I have. There are two components of the assessment on the tax bill, the first is the operation and maintenance and in addition to the O&M assessment there is a debt service assessment on the bonds that were issued and depending on when you bought your lot and also who you bought it from there might have been a pay down of the debt by the builder or the developer. You could have a lot that has a total assessment of \$2,700 a year and the same 70-foot lot could have an assessment of \$2,200 but it is just a different lot that is a result of that pay down.

Mr. Sessions stated there are also minor differences in where your lot is located from the different bond issuances on the debt service side.

A resident asked I would like to know why landscape maintenance has gone up?

Mr. Sessions responded the amount of landscape coverage has jumped up tremendously with all the new areas in the community.

Mr. Perry stated there is a small offset to that; there is a developer cost share of \$90,000. Part of that offsets the landscaping on the main thoroughfare.

Mr. Sessions stated the official boundary of the Rivers Edge CDD after the boundary amendment occurred has 1,722 acres in it so it will encompass over 1,500 lots and stretches from the northern boundary on Longleaf Pine through Bartram Trail High School, excluding the high school site and comes down all the way through the Riverfront Park. There will be additional areas of landscaping that will come on board as we improve other areas as well.

On MOTION by Mr. Beard seconded by Ms. Long with all in favor the public hearing was closed.

Mr. Perry stated we will fill in the numbers in section two based on the budget we just discussed. The total sum is \$3,205,002, which is comprised of the general fund of \$1,878,646, debt service funds for the Series 2008A Bonds \$611,306, and debt service fund for the Series 2006 Bonds of \$715,050 for a total of \$3,205,002.

On MOTION by Mr. Beard seconded by Ms. Long with all in favor Resolution 2017-13 was approved.

**B. Consideration of Resolution 2017-14 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2018**

On MOTION by Ms. Long seconded by Mr. Beard with all in favor Resolution 2017-14 was approved.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the July 19, 2017 Meeting**

On MOTION by Mr. Beard seconded by Ms. Long with all in favor the minutes of the July 19, 2017 meeting were approved as presented.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-15 Designating the Primary Administrative Office and Principal Headquarters for the District**

Mr. Perry stated Resolution 2017-15 designates the primary administrative office and principal headquarters of the district and the office is my office in St. Augustine. The record of proceedings are also stored in that office.

On MOTION by Mr. Oates seconded by Mr. Beard with all in favor Resolution 2017-15 was approved.

**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 in regards to the golf cart usage we had an onsite meeting today with the county traffic engineer. He reviewed our entire report and road every road with our staff. We have a couple minor changes to make and we are resubmitting that to him next week and hope to have approval of the report at next month's meeting and we will also bring back an opinion of cost of what we think it will take for crosswalks and additional signage.

I put in front of you a proposal for Vallencourt Construction for the additional parking spaces at the Riverfront Park. We now have county approval as well as water management district approval from a permit perspective.

Mr. Sessions stated similar to the basketball courts this will be funded by Mattamy and if you have money left over in the budget that will be reimbursed.

Ms. Long stated eventually that will be turned over to the county.

Mr. Sessions stated yes but they won't pay us back for that.

There being no public comment, the following action was taken.

<p>On MOTION by Mr. Sessions seconded by Ms. Long with all in favor the proposal from Vallencourt Construction for the additional parking spaces at Riverfront Park in the amount of \$29,861 was approved.</p>
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**C. Manager**

There being none, the next item followed.

**D. Amenity Manager**

- 1. Report**
- 2. Proposals for Slide Restoration**

Ms. Lee stated we obtained three proposals to resurface and repair the slide.

Mr. Sessions asked can we schedule this repair right before it opens for spring break so it doesn't sit in the sun for six months?

Ms. Lee stated we can do that. We have three quotes and SlideRenu is significantly less expensive and we have used them in other districts and they are great to work with. The proposals ranged from \$20,000 to \$9,676.

Mr. Sessions asked will we have money in the budget in the future once the assessment receipts start coming in?

Mr. Perry responded yes.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the proposal received from SlideRenu in the amount of \$9,676 for the repair of the slide was approved.
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**E. Field Services**

Mr. Sessions asked how often is Louis here driving around the property?

Mr. Stephens responded multiple times per week.

Mr. Sessions stated I do know in talking to Louis over the past couple of weeks because my staff is working with him closely he has told me that he has allocated more time to the project trying to relieve some of his other duties because he is realizing what an undertaking this is and without charging us for additional hours. I do encourage everybody to report things as you see them to Louis and it will get done quicker rather than waiting to report them at a meeting.

Mr. Brusoski asked how many hours are devoted to that contract? What are the number of billable hours?

Mr. Perry stated I believe it is about 20 hours a week. It is specified in the contract.

Mr. Sessions stated we can share the contract with you if you would like.

Mr. Brusoski stated there are four trees that are down right now along the waterfront and have been down for three and a half weeks. Who rides around and picks up on problems in the neighborhood?

Mr. Sessions stated we all do. David Provost is a land manager, D.J. Smith is a land manager they work for Mattamy Homes and they take time riding around. I personally ride the

property. In that section of the property we don't ride as frequently as we do others because we are more focused on where there is construction activity. Louis should be riding that side of the property every time he drives through and if he has made a mistake we need to correct that. I think we have one of the best maintained properties in the area and I get compliments and calls from other developers all the time so I don't feel that we are failing in our job. Again, if you knew about it three and a half weeks ago I would hope that you reported it through the proper channels so we can hold him accountable. We can't hold people accountable unless we do it through the proper channels. It is on the schedule to get done.

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

There being none, the next item followed.

**TENTH ORDER OF BUSINESS** **Financial Reports**

**A. Tri-Party Funding Request No. 49**

On MOTION by Ms. Long seconded by Mr. Sessions with all in favor tri-party funding request no. 49 was approved in the revised amount of \$35,795.57 subject to the Progressive Entertainment invoice for \$1,175.
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**B. Balance Sheet & Income Statement**

A copy of the balance sheet & income statement was 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 Ms. Long with all in favor the check register was approved.
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August 16, 2017

Rivers Edge CDD


**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Wednesday,  
September 20, 2017 @ 11:00 a.m. at the  
RiverTown Amenity Center**

Mr. Perry stated our next scheduled meeting is Wednesday, September 20, 2017 at 11:00 a.m. at this location.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the meeting adjourned at 6:30 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman