

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, April 19, 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
Jason Beard	Supervisor
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
Dan Fagan	Vesta
Eric Lowrie	Vesta
Amanda Lee	Vesta
D.J. Smith	Mattamy Homes
15 residents	

The following is a summary of the minutes and actions taken at the April 19, 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**

Ms. Kilinski joined the meeting by telephone conference at this time.

THIRD ORDER OF BUSINESS **Approval of the Minutes of the February 15, 2017 Meeting**

On MOTION by Mr. Beard seconded by Ms. Long with all in favor the minutes of the February 15, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals

A. Charles Aquatics Proposal for Six Additional Ponds

Mr. Cowling stated these are the new ponds that came online basically in the area around the pods. They are not real large ponds and the cost is about \$50 a month per pond and it would be an increase to our current contract of \$1,650 to \$1,900.

Mr. Sessions asked have they maintained them at all yet, is that why there are some cattails in some of the ponds?

Mr. Cowling stated we haven't had them do a lot of maintenance because the sod is still being established. We didn't want them to tear up the turf when it was growing in.

On MOTION by Mr. Sessions seconded by Ms. Long with all in favor the proposal from Charles Aquatics to treat six additional ponds was approved.

B. BrightView Proposal for Orange Branch Trail Landscaping Services

Mr. Perry stated the proposal is included in your agenda package and staff has reviewed this and this is for the additional areas that have come online.

On MOTION by Mr. Beard seconded by Mr. Sessions with all in favor the proposal from BrightView for landscaping services for Orange Branch Trail for a monthly fee of \$10,735 was approved.

C. Consideration of Swim America and Loggerhead Agreement for Use of Aquatic Facility

Mr. Perry stated item C is consideration of the Swim America and Loggerhead agreement for use of the aquatic facilities. The agreement is similar to what was done previously and approved by the board.

Ms. Kilinski stated the Loggerheads had requested use of the facility for use by the competitive swim team just for the month of May. We changed the agreement on a couple of minor items and everything else is substantially the same as it was last year including the cost, the releases, timelines, all those kinds of things.

Mr. Adams stated my concern is that when that is being used I thought they were supposed to leave one or two lanes open but I see they are using all the lanes. Not only that when the blazing hot sun is coming down the only shade is underneath the gazebo the team has all their stuff spread over all the tables and the chairs are all taken. We pay our CDD fees to be able to use this facility and it concerns me. As far as the pool goes we probably use the pool more than anyone else.

Ms. Lee stated we spoke to the Loggerheads and they will leave one lane open and we have asked that they not use the cabana at all.

Mr. Sessions asked we have had this concern at other facilities. Can we clarify how we can make it friendly for the residents to acquire a lane without feeling like they are interjecting themselves?

Ms. Lee stated we can add that.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the license agreement regarding use of the district's recreational facilities with Swim America and Loggerhead Agreement for use of the aquatic facility for the competitive swim team was approved.

FIFTH ORDER OF BUSINESS

Other Business

A. Ratification of Final FDOT Roundabout Maintenance Agreement

B. Consideration of Resolution 2017-11 Ratifying Staff's Actions in Conjunction with Finalizing Boundary Amendment Proceedings

Mr. Perry stated these items are not completed and will be deferred to the next meeting.

Mr. Sessions asked can they be completed before the next meeting without having to continue? Is there anything we can do today to make sure that we get those items completed between now and the next meeting?

Ms. Kilinski stated the board has already approved the FDOT agreement in substantial form. The terms have all been negotiated between the parties it is just that we haven't seen the final form. The boundary amendment is a very long process in final rulemaking, it has gone through the hearings, there were no objections it is just waiting out the two 21 days time for publication in Florida Law Weekly so we are nearing the end.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer – Consideration of Requisitions 4 - 7

Mr. Stillwell stated these are four requisitions that are catch up from work that was done in 2016 on requisition processing and the initial RFP package for the roundabout.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor requisitions 4 – 7 were approved.

Mr. Stillwell stated we are working on the golf cart traffic enforcement area with the county. We had our engineers out here looking at the existing roads and additional signage and we are developing plans for that to submit to the county engineer. We have been working back and forth with them and plan on submitting those sometime around the middle of May then there is a process for them to review and confirm everything is in compliance with what they are looking for. It is still a few months out but we are making progress.

It was brought to our attention that there have been some times that the Riverfront Park is full from a parking perspective. We are looking at adding some additional parking there so we will bring a proposal back to the board next month for options.

Ms. Long asked who would foot the bill for the extra parking?

Mr. Stillwell stated the extra parking would be the CDD because the CDD maintains that area.

Ms. Long asked will it come from CDD fees?

Mr. Sessions responded not from CDD fees it will come from capital. We restructured the bonds previously this year and that money is being disbursed for capital improvements that haven't been completed.

A resident stated I heard that the Rivertown Park was not being maintained by the CDD but by Mattamy.

Mr. Sessions stated it is being maintained through the CDD and Mattamy is deficit funding that maintenance but since this is a capital improvement it is not maintenance.

A resident stated yes but it is benefiting St. Johns County. I can walk down there, I can ride a bike, people use golf carts. I don't think the CDD should be paying for that because your intent is to turn it over to the county. We are paying for something that is not going to be ours anymore.

Mr. Sessions stated you are more than welcome to get with Jim and understand the budget for the capital improvements. When you look at the capital improvements that have been performed by the developer a portion of those are being paid for by the CDD improvement bonds and you need to look at all of that. This will be an item the board has decided will be part of the CDD and there probably won't be enough money to reimburse us for it anyway. It is similar to all improvements from the CDD, they are all common area improvements and they are all open to the public because the CDD is a public entity.

A resident stated the CDD is not public from the standpoint that the public can't just come in and use the clubhouse or the pool. Just because it is adjacent to public areas and it is an entity that is recognized by the Florida Statute and St. Johns County does not provide that we have to pay for everybody else to be able to use our facilities.

Mr. Sessions stated for instance Longleaf Pine Parkway was built through CDD funding and that roadway is certainly used by the public. That is a great portion of some of your expense.

A resident stated then that was done by St. Joe and/or Mattamy there was no membership on the board where we had input at the time.

Mr. Sessions stated correct.

A resident stated if you are going to put parking in there and it is going to be turned over to St. Johns County then anybody can use it. That doesn't make sense for anybody who lives in this CDD.

Mr. Sessions stated I think the majority of the members in this community would agree that the Riverfront Park is a direct benefit to this community.

A resident stated you are putting money against each lot that they are going to have to pay to provide parking for people outside of the community. That doesn't make any sense.

Mr. Sessions stated we hear your comments, thank you.

C. Manager

Mr. Perry stated we have started working on the budget for this next fiscal year. More than likely at our next meeting we will discuss some of the items in regards to that budget because there are a lot of moving parts.

D. Amenity Manager - Report

Ms. Lee gave an overview of the amenity center report, which was provided in the agenda package.

E. Field Services – Operations Memorandum

Mr. Cowling reviewed the monthly operations report, which was provided in the agenda package.

SEVENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Mr. Sessions stated we had Amanda send several emails to the residents concerning the BCC meeting and PZA meeting we had at the county with all the changes we proposed. We had a neighborhood meeting in this room several months ago and yesterday we were able to get approval from the BCC and received approval from the PA two weeks ago. We have moved forward on all the minor changes that we needed to get cleaned up to be able to continue moving forward in the right direction for the community. I want to thank everybody who sent letters and showed up and gave us support. There will be future items we will be presenting to the county that we will ask for your comments and support on as well.

Ms. Keramati asked who is responsible for maintaining the cleanliness of the mailbox areas and how often that is done?

Mr. Sessions stated any light attracts bugs and we fight it tremendously.

Mr. Flood asked who is in charge of replacing trees or plants that die?

Mr. Cowling stated that would be me. We have had several areas where trees have been removed in the hurricane and we have proposals for a lot of that replacement.

Ms. Burrell asked who is in charge of the sprinklers?

Mr. Sessions stated all CDD maintenance goes to Louis. He will work with Amanda and Amenity Services Group in getting the maintenance done but everything should be sent to Louis.

Mr. Flood asked the trees in the grass area next to the road does the community water that section.

Mr. Cowling stated if it is in front of a house there was irrigation in there from the developer as the houses were built, a lot of that was changed over to the resident's water. I don't know if every single one has been changed over. That has been a gray area in my book.

Mr. Sessions stated it is supposed to be the responsibility of the homeowner.

A resident asked are there plans for a basketball court?

Mr. Sessions responded yes, going to the north there is another section for a multi-purpose field and there are plans to put a basketball court there.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Tri-Party Funding Requests 44 & 45

Mr. Perry stated next is consideration of tri-party funding requests 44 and 45 for expenses that were incurred related to the boundary amendment and will be funded by Mattamy and some of the expenses were related to entertainment expenses for events that have been held here at the district.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor tri-party funding requests 44 and 45 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

Mr. Perry stated we have two check registers since we didn't meet last month. The first check register totals \$135,100.81 and the detail is behind the summary and the second check register through April 10th is for \$300,508.06. When we receive our receipts from the tax collector they are deposited into the general fund and \$117,000 was transferred from the general fund to the debt service fund.

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

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – Wednesday, May 17, 2017 @ 11:00 a.m. at the Rivertown Amenity Center

Mr. Perry stated our next scheduled meeting is going to be Wednesday, May 17, 2017 at this location at 11:00 a.m.

Mr. Sessions asked do we need to have that meeting?

Mr. Perry stated we were planning to have the first draft of the budget at the May meeting. The next scheduled meeting is June 15th and it has to be approved by June 15th.

Mr. Sessions stated we could do that in June. There is not a lot of stuff going on right now and I don't want to have the expense of having a meeting if we don't need it.

Ms. Kilinski stated the only thing I can think of is the budget, the other two items that were deferred are really ministerial if we wait a couple months on those it is not a big deal. You also have the audit being finalized that needs to be accepted by the state before June also.

Mr. Perry stated the draft I have seen is a clean opinion we can have that ratified. I'm sorry I was looking at the wrong year the meeting in June is on the 21st. You could move the meeting to the 14th.

On MOTION by Mr. Sessions seconded by Mr. Beard with all in favor the May meeting was cancelled and the June meeting was moved to June 14, 2017.

Mr. Perry stated our next meeting will be June 14, 2017 at 11:00 a.m. in this location.

Mr. Sessions stated a lot of the questions that are asked at the meeting are great and appropriate but I tend to believe that everybody waits until the meeting to asked questions. Any time you have a question with regard to maintenance issues reach out to the CDD and ask it as soon as you think of it. The contact information is available, Louis is here with his card and it can be done a lot more efficiently if you contact Louis. If you don't get a response send any of the board members an email documenting that because we hold people accountable.

Ms. Long asked when do the lifeguards start and what are their hours?

Ms. Lee responded they start Memorial Day weekend that Friday and they will be here Friday, Saturday and Sunday until 6:00 p.m.

Mr. Sessions stated this is the time of year that we hear comments that people would like more staff at the amenity center, this is the budget time and if we have as much staff as people want it is just a budget item. At the June meeting is when we will have the discussion about what that would take to add additional staff in the budget.

Ms. Long asked can't you move money around? If you look at money and see it is being used in an area that maybe you don't think it needs to be used maybe we can take part of that budget and add more staff on to the swimming pool during the summer, which is really needed.

Mr. Sessions stated we can discuss the budget and the residents have input into the budget but I caution you to look at the budget items and I don't think you are going to find an area that is not being used. We don't have any items where we have a surplus of money so you would be removing one service to add another.

On MOTION by Mr. Beard seconded by Mr. Oates with all in favor the meeting adjourned at 11:45 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman