

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, December 20, 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
Judy Long	Supervisor
Charles Oates	Supervisor

Also present were:

Jim Perry	District Manager
Jennifer Kilinski	District Counsel by telephone
Ryan Stillwell	District Engineer
Louis Cowling	Riverside Management
Brian Stephens	Riverside Management
Dan Fagan	Vesta
Jason Davidson	Vesta
Taylor Simpson	Mattamy
D.J. Smith	Mattamy
10 residents	

The following is a summary of the minutes and actions taken at the December 20, 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. 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 October 19,
2017 Meeting**

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the minutes of the October 19, 2017 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing

Mr. Perry stated the amended and restated disclosure of public financing is included in your agenda package and will be re-recorded for the district boundaries. It is a document that explains how the district is governed, the infrastructure that the district provides and maintains, a master improvement plan, what the 2016 Project was, the assessment fees and charges and methods of collection. This is very similar to the document that has already been recorded but this has been updated.

Ms. Kilinski stated we likely will do this again if the district were to issue bonds.

Mr. Perry stated it also includes a description of the boundary adjustment that took place this year.

On MOTION by Mr. Oates seconded by Mr. Sessions with all in favor the amended and restated disclosure of public financing was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-02 Amending the FY 2017 Budget

Mr. Perry stated Resolution 2018-02 amends the 2017 budget. This recognizes on a line item by line item basis the difference between the actual incurred costs of the district and the budgeted costs. Instead of doing this on a monthly basis we bring to you the check registers and that is approved by the board and this is reflective of those actual expenditures through this last fiscal year. This is an annual adjustment we do each year.

On MOTION by Mr. Oates seconded by Mr. Sessions with all in favor Resolution 2018-02 was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer – Consideration of Requisition Nos. 23-27

Mr. Stillwell stated there are four requisitions in the agenda packet and they are all associated with the roundabout being constructed on S.R. 13 and it takes the payment up to about 50% for the contractor.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor requisitions 23-27 were approved.

C. Manager

Mr. Perry stated we have started with our external auditors for fiscal year 2017 that ended September 30, 2017. The budget amendment that you just approved is one of the cleanup items for that audit and we expect to have a draft report sometime in mid-January.

D. Amenity Manager - Report

Mr. Davidson gave an overview of the amenities manager report, copy of which was included in the agenda package.

E. Field Services – Operations Memorandum

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

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Ms. Keramati stated there were some problems with moisture in the exercise rooms.

Mr. Davidson stated there was an issue and that issue has been addressed.

NINTH ORDER OF BUSINESS

Financial Reports

A. Consideration of Tri-Party Funding Request Nos. 52-55

A copy of funding requests 52 through 55 were included in the agenda package.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor tri-party funding requests 52-55 in the total amount of \$51,374.23 were approved.

B. Consideration of Construction Funding Request No. 2

A copy of funding request no. 2 along with the backup material was included as part of the agenda package.

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor construction funding request No. 2 in the total amount of \$165,885.76 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 was included in the agenda package.

E. Approval of Check Registers

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor the check registers in the total amount of \$425,168.25 were approved.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Wednesday,
January 17, 2018 @ 11:00 a.m. at the
Rivertown Amenity Center**

Mr. Perry stated the next meeting is scheduled for Wednesday, January 17, 2018 at 11:00 a.m. in this location.

On MOTION by Mr. Oates seconded by Mr. Sessions with all in favor the meeting adjourned at 11:20 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

December 20, 2017

Rivers Edge CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman