

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, November 18, 2020 at 11:00 a.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

Randy Schaublin	Chairman
Mac McIntyre	Vice Chairman by telephone
Erick Saks	Supervisor
Frederick Baron	Supervisor
Robert Cameron	Supervisor

Also present were:

Jim Perry	District Manager
Lauren Gentry	District Counsel
Jennifer Kilinski	District Counsel by telephone
Ryan Stillwell	District Engineer
Dan Fagen	Vesta/Amenity Services
Jason Davidson	Vesta/Amenity Services
Zach Davidson	Vesta/Amenity Services
Marci Pollicino	Vesta/Amenity Services
Robert Beladi	VerdeGo
Ernesto Torres	GMS

The following is a summary of the discussions and actions taken at the November 18, 2020 meeting. An audio 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

Public Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

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A. Oath of Office for Newly Elected Supervisors

Mr. Perry being a notary public of the State of Florida administered the oath of office to Mr. Baron and Mr. Cameron.

B. General Information for New Supervisors

Mr. Perry stated in addition to the oath I have some documents that I will briefly review with you. I believe district counsel also has a package that they will send to you by email today. If you elect compensation, which most board members do, it is \$200 per meeting and you will need to fill out the W4 and I9 forms and we can do that after the meeting. In addition, there is a copy of the sunshine amendment and a copy of Chapter 190, which governs community development districts. In regard to the sunshine amendment you are a public official and as such any matter that may come before this board you are precluded from discussing with other supervisors outside of a meeting. That doesn't preclude you from having dinner with them and talk about football or anything else, but if you have dinner and say the landscaping in the front needs to be redone, what do you think about it; that can be a violation of the sunshine amendment. Anything related to the district you should not discuss with them. That also goes for communication. If you have communication on social media, you shouldn't be discussing or giving comments in regard to that to other members of the board. You can't utilize staff as a conduit to tell other supervisors things you would like to see done or concerns you have. For example, the landscaping if you tell Jason or Zach the landscaping up there, I want it to be removed and replaced with this, see what the other supervisors think. They can't be utilized as a conduit for that. In addition, any documents related to the district that you retain can be public record so for example we do provide you copies of the agenda packages and if you want to dispose of those that is fine, if you ever have any questions we have copies of that documenting everything that is discussed before the board and we can retrieve those for you. If you decide you want to keep them, we suggest you keep them in a folder separate from your personal and business documents. In that regard we have had public records requests and those requests sometimes go to supervisors and if you have to pull documents related to the district on that public records request and it is comingled with your other documents, they could be considered public records. Keep them separate if you want to keep them. The same with emails; you will be getting emails from staff from time to time apprising you of something and it typically will go out to the whole board and it typically says "do

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not reply to all”, if you did reply to all and made comments it could be considered a sunshine amendment violation. Feel free to discuss matters with staff at any point in time. If you have concerns between meetings feel free to discuss it with staff.

Ms. Gentry stated also in the materials you receive from our office there will be some information on ethics laws that govern you as a public official and covers things like the disclosures you have to make, you will see some of the forms that Jim gives you. It also covers things like conflicts of interest so for example if a situation comes up that you are voting on something that gives a special benefit to you or a family member just contact Jim or our office and we can help you navigate that.

Mr. Perry stated there is also a Form 1 in the material I gave you and you probably submitted one when you qualified, but you will have to resubmit that Form 1. If you need help filing it out we can help you with that. It needs to be sent to the supervisor of elections within 30 days of today and if you don't they will start fining you.

C. Consideration of Resolution 2021-02 Designating Officers

On MOTION by Mr. McIntyre seconded by Mr. Schaublin with all in favor Resolution 2021-02 was approved reflecting the following officers: Randy Schaublin chairman, Mac McIntyre vice chairman, Jim Perry Secretary and assistant treasurer, Jim Oliver assistant secretary, Ernesto Torres treasurer and assistant secretary, Erick Saks, Frederick Baron and Robert Cameron assistant secretaries.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the October 21, 2020 Meeting

Mr. Schaublin asked in terms of the towing policy, did we ever come back to talk about the next steps?

Ms. Gentry stated your staff located a towing vendor and executed the agreement with them. I don't know where we are on the sign installation process.

Mr. Jason Davidson stated the signs have been installed.

Mr. Schaublin asked how do we communicate to the residents where they go to get the request for permits?

Mr. Jason Davidson stated we can put something in the newsletter, but those would go to me.

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Ms. Gentry stated if the board would like we could add the permit form to the website as well.

Mr. Schaublin stated that is a good idea.

<p>On MOTION by Mr. Saks seconded by Mr. Schaublin with all in favor the minutes of the October 21, 2020 meeting were approved as presented.</p>
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FIFTH ORDER OF BUSINESS

Presentation of Main Street Phase 2 Cost-Share Request Form

Mr. Zach Davidson stated we have Main Street Phase 2 full-service maintenance provided by VerdeGo. We have the cost share request form and the maps of the area that is being maintained we are asking the board for approval.

Ms. Gentry stated by way of some explanation you haven't seen the cost share request form yet, that is something new we are implementing. The board is aware that we have an interlocal cost share agreement between the three districts where everyone contributes to those improvements that are a shared benefit. This form is just to document that your assessment consultant and your engineer, have signed off that those are appropriate to add to that agreement. We will be implementing this form going forward just to show we are adding it to your agreement and that we have all the sign-off that is needed. What you are approving today is this new landscape proposal that Zach just presented to bring this new Main Street Phase 2 area online and the cost share request form is really just informational for you.

There are two cost share request forms before you today, one is for the portion that is inside the boundaries of Rivers Edge 1, that is the proposal we are asking you to approve. There is a separate one for Rivers Edge 3 because a portion of that work falls within the boundaries of Rivers Edge 3. That one is just an FYI to let you know that is being brought on board with the cost share form.

Mr. Saks asked the center section for CDD 3, which is in this proposal is about \$40,000 total in trees and showing that section. The other two sections that are associated with CDD 1, the lake, how is the cost share calculated?

Mr. Perry stated there are two components that are cost shared, the first is landscaping, stormwater, irrigation in one bucket for each district and the second cost share component is the amenities and that is in another bucket. You have Rivers Edge 1, 2, and 3 that have landscape

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attributable to their areas. It is all combined in total and then allocated out on what is called an equivalent residential unit basis. Depending on how many units are in Phase 1, Phase 2 and Phase 3 they are allocated those costs. That is part of the workshop we wanted to go through in December to talk about how this developed in regard to the cost share.

SIXTH ORDER OF BUSINESS**Consideration of Main Street Phase 2
Landscape Maintenance Proposal**

On MOTION by Mr. Schaublin seconded by Mr. Cameron with all in favor the landscape maintenance proposal from VerdeGo for Main Street Phase 2 was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Gentry stated I want to welcome the new board members. You will be receiving a package from us by email likely this afternoon. I and my colleague Jennifer Kilinski, who is on the call today, will be available to answer any questions not only today but also going forward as you go through running this district.

B. Engineer

Mr. Perry asked are we going address some of the research into the pressure for the irrigation?

Mr. Beladi stated we have done a pressure test throughout different sections of the neighborhood. We ran 10 minutes per zone, we did two spray zones, two rotar zones and two NPR zones. We ran the spray zone without a pressure regulator we ran it for 10 minutes and got 411 gallons of usage then we put a pressure regulator on it and reduced the pressure to 40 psi and ran it at 283 gallons. Basically, a total savings on 128 gallons on a 10-minute test. It has been consistent for all of them so we thought what we could do without putting pressure regulators on each zone, we have 1,200 zones and at \$70 each it is very expensive. We found we can restrict flow at the head itself and that is what we have done; we put a pressure tester on there and restricted flow to 28-32 psi and moved on to the next one. Zach volunteered to help out a little bit and we are going to come up with a game plan as to where to start and a timeline on finishing that. You should start to see some good savings.

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Mr. Baron asked what is the plan rather than \$70 for a regulator?

Mr. Beladi stated we don't have to use them at all, we can restrict the flow at the valve. It is a two-man process, which is why Zach is going to help out. We will basically send Zach to a head, put a pressure gauge on and reduce flow until we get to where we want to be. Each zone is going to be different.

Mr. Baron asked what about the pressure from JEA? How do they regulate their pressure to make sure the pressure doesn't drop?

Mr. Beladi stated that could happen and we will have to keep an eye on it through the summer months.

Mr. Schaublin stated I would like to know Mattamy's strategy going forward as they add new areas, are they being proactive and putting in new clocks with high tech and high functionality that allows them to overcome situations like this so as we do acquire those we are not repeating the situation.

Mr. Perry stated I can tell you they have had Prosser spend a lot of time on this subject matter.

Mr. Stillwell stated our firm does all the landscaping for the communities as they are coming on board so we have been part of this entire process with Robert and there are things that are being modified as to what clocks are being used and where the pressure releasing valves are being used. All of that is being taken into consideration.

C. District Manager

Mr. Perry stated we are closing out fiscal year 2020, getting the audit schedules ready for the review. Getting back to irrigation, Supervisor Baron, we have been discussing this issue with them for several months and he has taken the lead with that and I would ask that the board consider him being the liaison person on this issue for the board. That way the other board members don't have to get involved with staff and we are doing things two or three times.

Mr. Baron stated I have no objection to taking that on. I have been working for a couple months on spreadsheets and things like that. There was no objection from the Board.

D. General Manager

1. Report

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Mr. Jason Davidson stated at the last meeting we did discuss some events that we could potentially host that we would be able to manage effectively. Marci came up with a couple ideas that we have listed under action items.

Ms. Pollicino reviewed the events as listed on the report.

It was the consensus of the board to allow staff to hold the events as presented.

2. Sod Proposals to Repair Hog Damage

Mr. Jason Davidson reviewed both options contained in each proposal to repair the damage caused by wild hogs.

On MOTION by Mr. Schaublin seconded by Mr. Saks with all in favor the proposal from United Landscape for Option A to remove and install new sod in an amount not to exceed \$18,900 was approved, contingent upon staff verifying the correct pricing for Option A.

Mr. Jason Davidson stated we are currently working with a trapper to try to push the hogs out or trap the hogs.

Mr. Fagen stated I wanted to announce that Marci has accepted another opportunity within Vesta; she is going to be going to oversee a brand new amenity. We wish her luck and she will be missed. Erika Budzinski who has been with Vesta for a number of years at Bartram Springs is currently the assistant manager and lifestyle director there, she will be joining us working under Jason and we are working on a transition plan with Marci so as she exits, Erika will be here. We will make a formal announcement in an eblast once we have a better idea of the timing.

E. Landscape - Report

This item presented earlier in the meeting.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. Saks stated I have received requests about additional garbage cans along some of the paths. I know that comes with an additional expense having someone picking it up. Maybe we can do an assessment and see if we have them positioned in the right places. A community member

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said at the corner of Keeneland and Indian Grass there are two sidewalks that don't actually connect and a pedestrian has to go in the street. I had a request to have a large message rock that people paint messages on and reserve the rock for a number of days. I saw an example where they charge \$20 a day and there were specific guidelines of what could go on it. There is no cost except to paint the rock, it is funded by the people who rent it. It would be a positive message. I wanted to see if it would be something the board would be interested in doing.

Mr. Perry stated we can put it on next month's agenda.

Ms. Gentry stated process wise we would want to do something like we did similar to your memorial bench policy, where we go through a process to adopt that policy, set a rate and get it formally on the books but we can wait until your next meeting to work out those details.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

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

B. Assessment Receipt Schedule

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

C. Approval of Check Register

On MOTION by Mr. Schaublin seconded by Mr. Saks with all in favor the check register was approved.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – Workshop and Regular Board of Supervisors Meeting on December 16, 2020 at 11:00 a.m. at the RiverTown Amenity Center

Mr. Perry stated our next meeting is going to be December 16, 2020 at 11:00 a.m. and then we are going to have a workshop after that to go over predominantly some of the background of the RiverTown project and also the interlocal and cost sharing.

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On MOTION by Mr. Saks seconded by Mr. Schaublin with all in favor the meeting adjourned at 12:31 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman