

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 21, 2019 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
Mac McIntyre	Vice Chairman
Judy Long	Supervisor
Charles Oates	Supervisor
Randy Schaublin	Supervisor

Also present were:

Jim Perry	District Manager
Lauren Gentry	District Counsel
Ryan Stillwell	District Engineer
Jason Davidson	Vesta
Marci Pollicino	Vesta
Robert Beladi	VerdeGo
20 Residents	

The following is a summary of the minutes and actions taken at the August 21, 2019 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. and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The following issues were brought up by residents and addressed by staff: disrepair of chairs in the amenity center and by the pool, pickle ball courts, maintenance of trees in the right of ways and possible expansion of the gym.

**THIRD ORDER OF BUSINESS**

**Affidavit of Publication**

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

The next item was taken out of order.

**SIXTH ORDER OF BUSINESS**

**Consideration of Interlocal and Cost Share Agreement with Mattamy Jacksonville and Rivers Edge II Regarding Shared Improvement Operation and Maintenance Services and Providing for the Joint Use of Amenity Facilities**

Mr. Perry stated this is consideration of the interlocal and cost share agreement with Rivers Edge, Rivers Edge II and the future Rivers Edge III or land currently owned by Mattamy Jacksonville. Rivers Edge III doesn't exist right now but will in the future. The interlocal agreement builds on the one you had last year but also includes the concept that Rivers Edge III will be assigned Mattamy's obligations once that district is formed.

The allocations of costs are shared equally by each district in regard to the number of housing units in each district. Rivers Edge is pretty well known; it is more developed. Rivers Edge II is based on the development plans, as we know them today, and the same with Rivers Edge III. Based upon the equivalent residential units in each district they receive a portion of the costs for the amenities, the landscaping, stormwater, irrigation reuse water and electric in regard to the landscaping and so forth. The agreement is also the basis for the budget in regard to Rivers Edge and Rivers Edge II and I sent an email today in regard to some of the adjustments.

Ms. Gentry stated this is an agreement the board saw in a prior form last year. I want to clarify for the record that both this district and Rivers Edge II have previously signed conflict waivers so that our firm can represent both in negotiating this agreement. If anybody on the board has concerns about that then we can recommend outside counsel to take a look at it for you but we feel it is still ethically permissible for us to represent both districts because we are relying on the representations of staff.

Mr. Sessions stated where the interlocal agreement ended up, which is for the benefit of everybody in this room, is a cost savings to CDD 1 for next year and hopefully, for the foreseeable future. The assessments for a 60-foot lot were going to be an increase of \$140 and now they are going to increase by \$50. It is a big cost reduction and \$50 is about 4.5% of your budget, which

is a little bit above inflation. We can't think that it is going to stay the same every year, JEA raises their costs to us, FP&L raises their costs to us and service agreements have inflationary costs. We spread it across all three CDDs and someone living in CDD 3 with a 60-foot lot is going to pay a very similar cost as CDD 1 or CDD II. The idea is we want to tie the CDDs together so you have cost sharing and efficiency of costs. We want to tie the CDDs together so you can use the River Club. The residents of RiverTown should be able to use all the amenities within RiverTown. We want to share and this interlocal agreement in layman's terms just says that.

Mr. Gentry stated if the Board is comfortable approving this today, we would ask for this approved in substantial form with the assumptions that the numbers are going to remain the same for the purposes of the budgets, subject to further revisions of the wording and some of the details of the contract. If it is not approved today, we would bring it back on a future agenda.

The documents in front of the Board show that Rivers Edge has 32.98% of the costs, Rivers Edge II has 32.22% of the costs and Mattamy/future Rivers Edge III has 34.8% of the costs. If you have any questions, we would be happy to address those.

There being no further questions from the board the floor was opened to the public on this item.

A resident asked where Rivers Edge III is located and Mr. Sessions outlined the location as well as the location of Rivers Edge II.

A resident stated the increase is less than the amount in the letter.

Ms. Gentry stated we are required to notice the maximum amount your assessments could be and if it comes in lower than that based on the final budget, that is permissible and we assume everyone will be happy with that.

On MOTION by Mr. McIntyre seconded by Mr. Sessions with all in favor the interlocal and cost share agreement with Mattamy Jacksonville and Rivers Edge II was approved in substantial form and staff was authorized to finalize and execute the agreement.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the July 22, 2019 Meeting**

On MOTION by Mr. McIntyre seconded by Mr. Sessions with all in favor the minutes of the July 22, 2019 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Budget for Fiscal Year 2020**

On MOTION by Mr. Sessions seconded by Mr. Schaublin with all in favor the public hearings were opened.

Mr. Perry gave an overview of the allocation of assessments that are based on a master methodology that was done in 2007 and updated in 2016.

You approved the budget a couple months ago and we have discussed the material changes and that was the reallocation of the cost sharing. The notice for a 60-foot lot said the increase in assessments was going to be about \$130; based upon the changes before you today the increase is about \$60.

Ms. Gentry stated it is a two-step hearing process today, first the board will be asked to approve the resolution that adopts the budget. The board will have a chance to ask any questions and hear comments from the public before they make their final decision on the budget. The second step is the assessment resolution, which levies the assessments that will fund your O&M portion of that budget it also certifies your assessment roll that goes to the county so you can collect those with the county taxes. Section one of the assessment resolution contains the findings that the board is making. They find a special and peculiar benefit on the lands within the district, the benefit exceeds or equals the cost of those assessments and the allocation of the assessments is fair and reasonable.

Mr. Perry stated in regard to the notices that were sent out I did receive correspondence that you were copied on from one resident and tried to inform them as best I could in regard to the budget and certain questions he had. I did have one other letter from a resident that basically did not like the increase in assessments that was being proposed and we had three or four phone calls from residents.

The floor was opened to comments and questions from the board and the public.

There being no questions from the board or public, the board considered the following items.

**A. Consideration of Resolution 2019-08 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2020**

Ms. Gentry stated it is pretty straightforward; this is formally adopting the budget before you. Section one states that the board has reviewed it, a copy of it is on file with the district manager and it formally states that you adopt it. Section two is appropriations and that is where those blanks will be filled in based on the budget before you if there are no changes to it. If there are changes then those will be reflect in the numbers that are filled in. Section three goes through how amendments can be made to the budget. It is possible to amend the budget but you have to follow certain procedures.

There being no questions or comments from the Board or the public,

On MOTION by Mr. Sessions seconded by Mr. Oates with all in favor Resolution 2019-08 was approved.

**B. Consideration of Resolution 2019-09 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2020**

Mr. Perry stated Resolution 2019-09 imposes the special assessments and certifies an assessment roll for fiscal year 2020. Based upon the adoption of the budget and that assessment schedule on the last page of the budget we will be certifying the assessment roll to the county relative to those size lots for each individual landowner.

Ms. Gentry stated Section one makes those findings that are required for your assessments, that the allocation is fair and reasonable and that they confer a special benefit on the lands within the district. Section two imposes those assessments so it actually levies the assessments officially. Section three states how they will be collected. For your platted lands within the district those are collected on the tax roll so residents will see that on their county tax bill. Certain assessments are collected on a direct bill basis if land has not yet been platted and still owned by the developer and we set out the schedule for that. There is a section that makes it clear that these collection methods can change and the board can choose how it collects the assessments from year to year. Section four certifies your assessment roll, Section five specifies how you can amend that assessment roll and six and seven are formalities that if any portion of the resolution is not valid the rest of it remains valid and it sets an effective date.

There being no questions or comments from the Board or the public,

On MOTION by Mr. Sessions seconded by Mr. Schaublin with all in favor Resolution 2019-09 was approved.

On MOTION by Mr. Sessions seconded by Mr. Schaublin with all in favor the public hearing was closed.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gentry stated our office has been monitoring changes that came out of the recent legislative session and how they impact your rules of procedure and we are working on updates on those to make sure you are up to date with the law. You can expect to see a draft of those on your next agenda and we will set a hearing for the rulemaking procedures.

**B. Engineer**

There being none, the next item followed.

**C. Manager – Discussion of Meeting Schedule for Fiscal Year 2020**

Mr. Perry stated the meeting schedule for next fiscal year is consistent with what we have had in the past. We do have the 6:00 p.m. meeting scheduled for August 19<sup>th</sup> and that would be the budget meeting.

On MOTION by Mr. McIntyre seconded by Mr. Sessions with all in favor the notice of meetings for fiscal year 2020 reflecting meetings on the third Wednesday of the month was approved.

**D. General Manager – Report**

Mr. Davidson stated the Soccer Shots would like to use the field at the River House on Mondays from 4:45 p.m. to 6:00 p.m. It will only take up about a 25-yard area; the classes are small so they can provide more one on one attention for our residents. The registration fee will be \$180. The shared revenue would be \$25 per hour use or 15% of the registration fee. We are seeking approval for both usage and how you would like to handle the sharing.

Mr. Schaublin asked is this limited to RiverTown residents?

Mr. Davidson responded it is limited to RiverTown residents.

Ms. Gentry asked is this a program that is run through Vesta or is this an outside provider?

Mr. Davidson stated it is an outside provider and they do this in St. Augustine and it is well received down there.

Mr. Sessions stated if we don't have enough to fill up from RiverTown residents that we do open it up to try to drive the use of it and if it gets overcrowded then limit it to the RiverTown residents.

Mr. Davidson stated if we do that I suggest an additional fee for non-residents.

Mr. Sessions stated if it is \$180 for residents then make it \$200 for non-residents.

Ms. Gentry stated if the board is inclined to approve this it would be subject to drafting an agreement by counsel.

On MOTION by Mr. Sessions seconded by Mr. Schaublin with all in favor the request was approved in substantial form subject to Mr. Schaublin following up on the projections on the shared revenue and subject to staff review.

Mr. Davidson stated we are seeking approval for a social club.

Ms. Gentry stated Marcy has been in touch with staff on this. This is a request that came through from a resident to establish a district club. The district currently has procedures where residents can request to establish a club and it is not endorsed by the CDD but it does allow them to use the facilities a certain amount of times per year and that sort of thing.

Ms. Pollicino stated most of the clubs here meet once a month, they understand they have the responsibility to clean up, follow all the policies and procedures knowing that the permission can be revoked if they don't.

Ms. Gentry stated they have to sign waivers, rental forms all the standard documents that we have. The first thing to address is that club policies contemplated club requests coming before the board for approval. There was some suggestion that at some point maybe the board had requested that staff approve those outside of meetings. That was before my involvement in the district. Our office would recommend that the board does approve those at meeting so the board can stay apprised of any clubs that are established, so that staff can look at any increased liability considerations where we might need to request additional insurance and that sort of thing. Would the board like to consider those at meetings?

It was the consensus of the board to consider club requests at board meetings.

Ms. Gentry stated going forward we will have those requests brought before the board.

Ms. Pollicino stated the recent request is from a resident who lives at 244 Broadleaf Lane and he is interested in starting a beer club/meet and greet that includes all residents and new neighbors where they want to utilize the facility to basically get together once a month. Probably have a few drinks, making sure they have insurance and liability and they would use this facility as a place to gather. They will not be drinking beer. My suggestion was to call it a meet and greet because it is more of a meet and greet social club is what they are trying to establish.

Ms. Long asked is that going to be held out by the pool?

Ms. Pollicino stated in here.

Ms. Long asked will there be music?

Ms. Pollicino responded not that I know of. There is no DJ, band or anything like that.

Ms. Gentry stated this wasn't an explicit item and I would like to give the public an opportunity to comment on it if they have any comments.

A resident stated when we moved here in 2017 they had a meet and greet to meet your new neighbor and they had wine and beer.

Ms. Pollicino stated we did that but the same people kept showing up so for budget considerations we have allocated those dollars in other ways.

Ms. Gentry stated if the board would like to approve this we would just ask for a motion to approve the request to form the club that Marci just described.

On MOTION by Ms. Long seconded by Mr. Schaublin with all in favor the request for a social club was approved.
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**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Ms. Long stated when another opening comes up on the board I know you said there was no set procedure for us to follow but could we establish some type of procedure?

Mr. Perry stated if the board wants to, there is no statutory outline of that. With a number of boards if a seat comes open they will keep that seat open for one or two meetings and ask for letters of interest from the community. You can do that as a matter of practice.



Ms. Gentry stated if the board feels the need for a policy we can put that in a policy that the board adopts at a future meeting.

Mr. Perry stated I think you may want an agenda item for the next meeting.

Mr. McIntyre stated I'm asking that be put on the next agenda so there can be discussion of procedure and rules.

Mr. Perry stated for clarification on the next agenda we will put discussion of filling vacancies on the board.

On MOTION by Mr. Sessions seconded by Mr. Schaublin with all in favor staff was directed to draft a policy to fill vacancies on the board and to place that item on the next agenda.

**NINTH 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. Sessions seconded by Mr. Oates with all in favor the check register was approved.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Wednesday,  
September 18, 2019 @ 11:00 a.m. at the  
RiverTown Amenity Center**

Mr. Perry stated the next meeting is scheduled for September 18, 2019 at 11:00 a.m. in the same location.

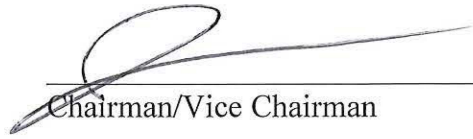
On MOTION by Mr. Oates seconded by Mr. McIntyre with all in favor the meeting adjourned at 7:24 p.m.

August 21, 2019

Rivers Edge CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman