

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, June 10, 2020 at 11:00 a.m. via Zoom.

Present and constituting a quorum were:

Jason Sessions	Chairman
Mac McIntyre	Vice Chairman
Judy Long	Supervisor
Randy Schaublin	Supervisor
Erick Saks	Supervisor

Also present were:

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

The following is a summary of the minutes and actions taken at the June 10, 2020 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 a little past 11:00 a.m. and stated this meeting is being conducted via Zoom platform, then called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

June 10, 2020

Rivers Edge CDD

Mr. Perry stated we received ten resumes, and all have excellent qualification for a district supervisor. The first group was done in conformity with the vacant seat policy of an electronic and hard copy and the second group we received only one copy whether it was via email or via the post office. I don't know that we want to discount any of these that were received; they were all received within the time period, but some were not received by both means of communication. The board can discuss how they want to fill this vacancy and your policy also provides that you can nominate someone who has not provided a resume. This seat goes to the general election in November of this year so if you appoint someone today it will only be through November. If they don't qualify in the qualifying period that started June 8th and ends this Friday, they are only going to be in that seat until November.

Mr. Schaublin stated we need to address the ones who conformed and the ones that didn't conform. It doesn't make sense to have a policy if you are not going to follow the policy. If we accept the group that did not conform, then I suggest we modify the policy.

Mr. Perry stated based on that the question to the board is do you accept the resumes under A2 that were not in conformance. Is there a motion to accept those for consideration?

On MOTION by Mr. McIntyre seconded by Ms. Long with all in favor the resumes under A1 that were properly submitted will be the only resumes considered. The resumes under A2 which were not in compliance with the vacant seat policy will not be considered.

A. Consideration of Appointment of New Supervisor to Fill Seat 5 Vacancy (2020)
1. Resumes Received in Conformity with Adopted Vacancy Policy and Vacancy Notice

Mr. Perry stated you have six resumes that have been provided to you and I look to the board as to how you want to proceed, if you would like to have those residents take a few minutes to participate or if you have read their resumes and know them, however you would like to proceed.

Ms. Long stated I would like to see them participate.

Mr. Schaublin stated I agree with that statement, they should be given a chance to address the board.

Mr. Perry asked do you want to provide them 2 minutes for a summary?

Ms. Long stated that is fine.

Mr. Perry stated in no particular order I am going to go by the order in the agenda.

June 10, 2020

Rivers Edge CDD

Mr. Brunz, Mr. Saks, Mr. Baron and Mr. Caballero each gave an overview of their personal, educational and business background and expressed their desire to serve the community.

Mr. Olynick and Ms. Moody were not on the call.

Mr. Perry stated most districts are lucky to get one or two resumes, so you have a number of qualified people very interested in the community. You can nominate a person at this time to fill the seat if you wish and if there is a second, we will ask for a vote.

Ms. Long stated all the candidates are great and it is going to be hard to decide. It is going to be a short-term position. I liked all of them. How should we proceed?

Mr. Perry stated with the interest you have and the seat being only available for a limited number of months, some boards will defer and say we are not going to make a decision and leave it up to the general election. Other boards, if a supervisor feels very strongly about one of the candidates they will nominate that candidate for the open position, if they get a second it goes to a vote and if the vote carries then that person is sworn in.

On MOTION by Ms. Long seconded by Mr. McIntyre with three in favor and Mr. Sessions opposed Erick Saks was appointed to the board of supervisors to fill seat no. 5.

2. Resumes Not Received in Conformity with Policy (i.e. Only received via email, or received mailed copy past deadline)

These resumes were not considered.

B. Oath of Office for Newly Appointed Supervisor

Mr. Perry being a notary public of the State of Florida administered the oath of office to Mr. Saks.

Mr. Perry stated after the meeting I will give you a call and go over certain documents with you. As a supervisor of the Rivers Edge CDD you are a public official and as such there are certain documents that will be provided to you. Some of the most important things to recognize as a public official is the sunshine amendment and that basically states that for any items that may come before the board you can't discuss those items with your fellow supervisors outside of a board meeting. If there is something you have a question on, you can talk to staff, you can talk to me but you shouldn't be asking the chair or any of the other supervisors about landscaping for example because that item comes before the board for approval in regard to their contract. That doesn't

June 10, 2020

Rivers Edge CDD

mean you can't play golf with them or have lunch, but anything that may come before the board needs to be discussed at a public meeting. I will go over some other things with you after the meeting.

C. Consideration of Resolution 2020-06 Designating Officers

Mr. Perry stated the only change we are asking the board to make is to make Mr. Saks an assistant secretary, in case there are documents that need to be signed he will have the ability to sign those.

On MOTION by Ms. Long seconded by Mr. Schaublin with all in favor Resolution 2020-06 was approved reflecting the same slate of officers and adding Mr. Saks as an assistant secretary.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 20, 2020 Meeting

On MOTION by Mr. Schaublin seconded by Ms. Long with all in favor the minutes of the May 20, 2020 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Proposal from VerdeGo for Playground Mulch in HomeStead Park

On MOTION by Mr. Schaublin seconded by Ms. Long with all in favor the proposal from VerdeGo for mulch in the amount of \$2,156.00 was approved.

SIXTH ORDER OF BUSINESS

Acceptance of the Draft Fiscal Year 2019 Audit Report

Mr. Perry gave an overview of the fiscal year 2019 audit, which is considered to be a clean opinion with no prior year or current year findings and no recommendations.

On MOTION by Mr. Schaublin seconded by Ms. Long with all in favor the fiscal year 2019 audit report was accepted and staff was authorized to transmit the final audit to the State of Florida.

June 10, 2020

Rivers Edge CDD

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2020-07
Approving a Proposed Budget for Fiscal Year
2021 and Setting a Public Hearing Date for
Adoption**

Mr. Perry stated Resolution 2020-07 approves the fiscal year 2021 budget and sets the public hearing for August 19, 2020 at 6:00 p.m. This has been somewhat of a different year for preparation of the budget because of the Coronavirus and all the items related to that. The assessments to the homeowners stay level, there is no increase or decrease in assessments. Most of the expenditure items on the proposed budget are fairly close to what we had previously; some of the items do have slight increases and others go down. Our actuals are through April 30th and with it not being a standard year we are projecting what we believe would be the next five months through the end of the fiscal year based on what is somewhat normal but we can't really predict if the costs will go in a straight line like we think. This is the start of the budget process, in August when we adopt the budget we will have a better idea on where we are going to come out at the end of the year on actual costs, but the proposed budget is based on the best information we have today and is very reasonable.

Ms. Long asked can we come back next month and question line items?

Mr. Perry responded yes and if you have questions in the interim, please call us and we will work with you on those.

Ms. Long stated when you make a decision on the budget for the year that is kind of scary, but we can go back and readdress certain decisions, right?

Mr. Perry responded as long as we don't increase the overall expenditures, that is correct.

Mr. Schaublin asked did you factor in additional expense due to the additional safety and security? Are you planning this to be appearing through Zoom?

Mr. Perry stated we have some adjustments for cleaning and janitorial, etc. and we have been working with staff to make sure we will have those things covered. In regard to meetings, the Governor's executive order expires July 7th and we will be conducting physical meetings after that date so next month we will be doing physical meetings, not Zoom meetings. In our budget we have assumed that it goes back to more of a normal basis.

June 10, 2020

Rivers Edge CDD

On MOTION by Ms. Long seconded by Mr. Schaublin with all in favor Resolution 2020-07 approving the proposed fiscal year 2021 budget and setting the public hearing for August 19, 2020 was approved.

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

Ms. Gentry stated congratulations to Mr. Saks; we will be in touch with you to go over some legal obligations that apply to you as a new Supervisor.

I heard a suggestion that perhaps we wanted to amend the vacant seat policy to provide for either hard copy submissions or electronic submissions, instead of both, in the future. If the board would like to make a motion to amend that policy, we can take care of updating that for you. Is there a motion?

Ms. Long moved to amend the policy to allow provision of either a hard copy or electronic submissions to fill a vacancy; there being no second the motion died for lack of a second.

Mr. Schaublin moved to modify the policy to fill a vacancy such that if there is vacancy within six months of an election that we would defer filling that seat until the election.

Ms. Gentry stated Florida Statute does say that a seat should be filled within 90 days of a vacancy. If the board cannot decide on a candidate, of course, if there is no majority vote for whatever reason, then we can't force someone into the seat without a majority vote, but I wouldn't advise making that change in light of that 90-day requirement of the statute.

Mr. Schaublin stated if we modify the policy to call that out and have that as one of our choices. It was brought up after the vote and if we had that conversation prior to the vote. It seems unfair how we went through this process.

Mr. Sessions stated Jim explained that before someone made a motion.

Ms. Gentry stated the policy does state that in the event of a tie vote by the board, which could be that all board members want different candidates, that it could be deferred to a later meeting, or it could be continued to a special meeting. It doesn't preclude you from postponing it

June 10, 2020

Rivers Edge CDD

if you can't reach a decision, but I wouldn't recommend putting in language that contradicts the 90-day term.

[Insert explanation that Mr. Schaublin's prior motion died for lack of a second]

B. Engineer

Ms. Long stated it has been brought up a lot that some areas are lacking playgrounds, parks or green areas. Where the green areas were on the original plan there are now houses. How do you decide how many parks go in what area? There are a lot of children that have moved into RiverTown and there is a need for parks and playgrounds.

Mr. Stillwell stated there are a number of factors, but first is the St. Johns County land development code has been amended through the Rivertown PUD, which is another document that we have to plan the community by. On top of both those things we have a park selection process that is based on the size of the parcel that we are developing we determine a number of lots, the size of the area to determine open space and how much recreation. RiverTown exceeds all the codes and PUDs in regard to the open space and recreation requirements, but a lot of that comes down to the planners that are working on the site and where they think the best locations are that facilitate multiple parcels, as they get developed. It is not a perfect science, but we spent a lot of time determining where we anticipated and being able to get people access to all those different playgrounds and parks.

Mr. Sessions stated to further expand on that, Mattamy did a study four or five years ago on parks, what the national standards would be for parks per residence and looked at it from a marketing perspective, from a playground perspective, from a use perspective. We exceed from an acreage standpoint per unit on parks of any other community in Northeast Florida including Nocatee. We have far more parks than any other development in the area. One of the struggles we have is the cost to update those parks, that is where you are seeing your landscape costs starting to rise because we have put so many parks within the communities. We looked at it from a distance perspective so every house needs to be within a certain distance to a park, we look at it from a number of units perspective to make sure that within a certain number of units and we look at it from a housing type perspective, some of the housing has smaller yards than others and we increased the acreage of parks in those communities versus communities that don't have the smaller lots because we knew those people would use their backyards more than the people with shorter backyards. There are a lot of factors that go into it, it is dictated by the developer, it is not

June 10, 2020

Rivers Edge CDD

a CDD issue and it is not an engineering issue, it is what the developer chooses to put in through their planning process, which takes a tremendous amount of time.

Mr. Saks stated I think one of the issues Judy is talking about specifically is the Orchards. It is one of the big communities that specifically says there is a park in the Orchards in all the documents, which people who live in that area but there is no park. There is frustration with a truth in advertising problem. That is a Mattamy issue.

Mr. Schaublin stated I just pulled up the Orchards on the picture on the website there is a big P between lots 18 and 17.

Mr. Sessions stated I would have to do some research on it, but again this is not a CDD issue.

C. District Manager

Mr. Perry stated I believe I forwarded to you a lot of resident correspondence we have been getting and replies in regard to opening of facilities, cost of facilities, refund potential of assessments and various other questions by residents. For the record I did tell residents that I would forward those to the supervisors. A lot of you were copied directly by the residents. I did want to thank Vesta for helping through this time working as a team to get through the opening of the facilities. I know Jason is going to talk about that next, but I did want to thank them for all their work in helping the residents understand the implications of the Coronavirus and the struggles we have had to deal with.

D. General Manager - Report

Mr. Jason Davidson stated a letter went out regarding Phase 2 update yesterday to the residents. Some highlighted changes are as follows: the RiverClub pool is open subject to the following starting on 6/15, the pool will be open from 10 a.m. to 8 p.m., the RiverClub pool is limited to 50 residents per 2-hour time block allowing a maximum of 20 walkups per time slot. For the remainder of the week 6/8 to 6/14 our maximum of 30 walkups will be allowed to help offset the difference. The reservation link will be sent out on Friday. The reservation system will be utilized to ensure your spot, once this is filled 20 walkups will be allowed.

The RiverHouse family pool is subject to the following beginning 6/15: the pool will be open from 9 a.m. to 8 p.m. The RiverHouse family pool is limited to 50 residents per 2-hour time

June 10, 2020

Rivers Edge CDD

block allowing for 20 walkups. For the remainder of the week June 8th to June 14th a maximum of 30 walkups will be allowed to help offset the difference. The reservation link will be sent out on Friday. The reservation system will be utilized to ensure your spot, once this is filled 20 walkups will be allowed.

The RiverHouse lap pool is subject to the following beginning 6/15: reservations are not required to swim laps, the pool will be open from 9 a.m. to 8 p.m. Lap swimmers may come and go during the two-hour time blocks: 9 a.m. to 11 a.m., 11:15 to 1:15, 1:30 to 3:30, 3:45 to 4:45 and 6 p.m. to 8 p.m. Use of the lap pool includes exercise only, but limited to social distancing guidelines, one household per lane.

The RiverHouse Gym will be fully opened starting June 11th, gym hours will be 4 a.m. to 10 p.m., access card will be required, no guests allowed. They gym is use at your own risk.

The RiverHouse fitness room will open starting June 11th, the fitness room hours will be 4 a.m. to 10 p.m., access cards will be required to enter, no guests allowed. The fitness room is use at your own risk.

The RiverClub meeting room is now open and subject to the following: first come first served, residents are responsible for procuring their own wipes and disinfectants. Game room use is at your own risk, limited to 10 or less at all times in the game room. Policies and procedures must be followed. Children under 12 must be escorted by a parent, masks are not required but strongly suggested.

NINTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. Sessions stated just to clear up the discussion that just happened between Erick, Judy and I, I just pulled up Google Maps, the aerial and I pulled up the plat of the area that is labeled P on the marketing plan, and that was fully cleared and sodded and is a park. It is an open space park. If you look at the plat and the aerial you will see we cleared and improved the entire area to the wetland and the entire amount of that area that was in question, so that was made into a park.

Ms. Hansknecht stated I believe groups of 50 or 30 or whatever are permitted to gather. When will clubs be permitted to start back up? We have a lady's social club and we have alcohol and are required to have insurance so I'm trying to work with the insurance company, they are being flexible in prorating funds back to us, but they won't extend our insurance. I want to give them an idea of how long we will be suspended.

June 10, 2020

Rivers Edge CDD

Mr. Perry stated I believe Jason was looking at them in Phase 3 and I believe the current maximum is 50. We are just starting with the changes in Phase 2 right now, but we don't have a timeframe for Phase 3 at this time.

Ms. Hansknecht asked if we don't have more than 50, what keeps this from being able to happen versus being able to go to the pool?

Mr. Jason Davidson stated if this is something the board would like to see reopen then we can discuss it at this point in time.

Mr. Sessions asked do you have the ability staffing-wise to clean after each club meets without raising assessments?

Ms. Hansknecht stated I understand that as a club we are required to clean up post our event and we can do some extra sanitation. I'm not speaking for everybody, but we do sanitize after ourselves. We can do better, maybe spray the handles as we are leaving. I think people would cooperate. If we can do those things, I would like to propose that we not wait until Phase 3, again without a date for Phase 3.

Mr. Jason Davidson stated I know we are very appreciative every time your club comes through, they do a wonderful job with cleaning, we never had a concern with any of the clubs. We do have a team that can be onsite that could go in and touchup on the sanitation as well. If the clubs are not a gathering of 50, I wouldn't see a concern to allowing the clubs to resume depending on board decision.

Ms. Gentry stated all of this is obviously dependent on what staff is comfortable enforcing, but if we wanted to add some provisions to the club agreements for the duration of the Covid-19 situation to provide for social distancing, group size, that sort of thing to help facilitate this with staff, we could do that as well.

Mr. Jason Davidson stated I would like to work with you on that.

Ms. Hansknecht asked in the budget for 2021 are we addressing the request we put in last year for new pickleball courts to be added or maybe a tennis court to be redone so it is a hard surface versus the clay court?

Mr. Perry stated there are no capital dollars proposed for those types of items in the budget at this point in time. If the board wanted to move in that direction, there would be an increase in assessments.

June 10, 2020

Rivers Edge CDD

Mr. Baron stated I want to throw a shout out to Marci; she has done an excellent job. I ask the board members to consider what kind of support you are going to give her with the 20 walkups, if you get more than 20 and how that is going to be handled. In the game room you said bring your own sanitizer. I'm hoping we have a station outside for hand sanitizer that you can use before going in otherwise your game room becomes a petri dish touching items there and then go out in the community. Is there still going to be daily cleaning of the game room area? It was, you are at your own risk. I don't know if that is what the board wants to put out to the public. You have opened it up to a potential health hazard.

Mr. Jason Davidson stated with the game room, we have sanitation methods in place for everywhere and those are checklists that we have that are carried out daily per our 30 minute walks and per each time all groups leave and we have cleaning of 30 minutes and 15 minute implementation here. We have tried the sanitation stations and the sanitation just walks off; someone just takes it. We can try it again, but it will walk off.

Mr. Baron asked is it possible to have a wall mount, so it won't walk off?

Mr. Jason Davidson stated I can reach out to our vendor.

Mr. Baron stated put that in the next publication because now it sounds like you are on your own, which is a discouragement.

Mr. Jason Davidson stated I have seen residents who sanitize a chair before they use it and sanitize when they leave. The community is behind us and they have been assisting us and we have been doing this together.

Ms. Benson stated my concern was a much smaller group and I agree with Mr. Baron about the hand sanitizing stations. I have a book club of a dozen women and no alcohol; are we going to be able to do that? When is that going to be available for a meeting?

Mr. Sessions stated we need a motion to approve the club meetings or not. Jason, is it your recommendation to open it up to the clubs to use the facilities?

Mr. Jason Davidson stated yes.

Ms. Gentry stated before you take a vote, may I clarify that this will still be subject to sanitation methods, social distancing, group sizes and subject to people complying with the rules and if they are not then I suggest we give staff the ability to revoke the club activities again.

June 10, 2020

Rivers Edge CDD

On MOTION by Ms. Long seconded by Mr. Schaublin with all in favor clubs can once again meet at the RiverHouse subject to social distancing, group sizes such that social distancing can be adhered to, sanitation, and subject to people complying with the rules and if not then staff is authorized to revoke the club activities.

TENTH ORDER OF BUSINESS

Other Business

There being none, the Board proceeded to the next agenda item.

ELEVENTH 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 Ms. Long with all in favor the check register was approved.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – Wednesday, July 15, 2020 @ 11:00 a.m. at the RiverTown Amenity Center

Mr. Perry stated the next meeting is scheduled for July 15, 2020 at 11:00 a.m. at the RiverTown amenity center.

On MOTION by Ms. Long seconded by Mr. Sessions with all in favor the meeting adjourned at 12:13 p.m.

DocuSigned by:
James Perry
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Secretary/Assistant Secretary

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Chairman/Vice Chairman