

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 15, 2022 at 6:11 p.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

Mac McIntyre	Chairman
Frederick Baron	Supervisor
Robert Cameron	Supervisor
Scott Maynard	Supervisor

Also present were:

Marilee Giles	District Manager
Jennifer Kilinski	District Counsel
Dan Fagen	Vesta/Amenity Services
Eric Olsen	Vesta/Amenity Services
Clint Waugh	Vesta/Amenity Services
Jonathan Perry	Vesta/Amenity Services
Shane Blair	VerdeGo
Trey Sterling	VerdeGo
Billy Genovese	VerdeGo
Bruno Perez	VerdeGo

The following is a summary of the discussions and actions taken at the June 15, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:11 p.m. and continued the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the April 20, 2022 Board of Supervisors Meeting and Joint Special Meeting

On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor the minutes of the April 20, 2022 board of supervisors meeting and the joint special meeting were approved as presented.

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B. Balance Sheet & Income Statement**C. Assessment Receipt Schedule****D. Check Registers****1. April****2. May**

On MOTION by Mr. Baron seconded by Mr. McIntyre with all in favor the check registers were approved.
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Ms. Giles stated we would like to add an agenda item at this time, an update on landscape maintenance services.

FOURTH ORDER OF BUSINESS Update on Landscape Maintenance Services

Ms. Kilinski stated I will recap where we have been and where we are today. As the board may recall, with a lot of work you reviewed the proposals that were submitted in response to the request for proposals that we solicited. You had seven bidders and at the last meeting, relying on the evaluation criteria, you elected to rank Yellowstone no. 1 with 73 points and VerdeGo no. 2 with 72 points after some discussion between all three Board's. Then you appointed Supervisor Baron to work with CDD 2 and 3 chairman's to determine if all three boards could come to an agreement regarding separate awards but to the same vendor, as such cooperation and discussion is required by your interlocal agreement and further recognizing that all the bids you received were over your budget. We discussed the possibility of throwing all of the bids out and starting over given the numbers received in response – which were all over your budget. You also realize and know that you have an interlocal agreement that requires the districts to try to work together to come up with the best solution for all three districts and particularly to award especially large contracts to the same vendor to the extent it is practical and possible. In those meetings there wasn't a sufficient number reached with Yellowstone such that the budget wouldn't be greatly impacted from an assessment perspective and Jim Perry had run numbers that the impact was about \$270 per unit just on landscape alone, which this Board has routinely said it cannot tolerate. This morning your sister districts, CDD II and III, went back through the ranking criteria and I sent you what their spreadsheet ranking was and essentially ranked Brightview, Down to Earth, Duval, Koehn and United Land Services with the same numbers that were previously provided, but in going back through experience and qualifications of key personnel looking harder at the proposals they came up with a score and changed VerdeGo from 15 points in experience to 17 and

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qualifications of key personnel went from 14 to 16, which resulted in a number one ranking of VerdeGo with Yellowstone being no. 2. I wanted to give you that information tonight. I know Supervisor Baron has done a great deal of work with the chairman of those two districts and wanted to leave you with that with the expectation that if you want to keep Yellowstone ranked number 1 we certainly have the bids back where you can break out the segments recognizing these are all shared costs, but I understand from Supervisor Baron there may also be an interest in going back to the proposals and potentially reconsidering some of those categories with more information and time to review the proposals.

Mr. Baron stated my recommendation is to go back to this Board's original ranking, which had Verde Go number one and Yellowstone number 2 – the first adopted scoring sheet should be in the file. I would recommend we adopt that scoring criteria.

Ms. Kilinski stated I want to make sure we have the correct numbers. You had VerdeGo ranked with 72 points in your original analysis and had Yellowstone at 68 and all the rest were the same. We will update these categories to reflect that as your final scoring sheet if the board is agreeable to that.

On MOTION by Mr. Cameron seconded by Mr. Baron with all in favor the original scoring of VerdeGo 72 points and Yellowstone 68 points was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Audit Committee's Recommendation

Ms. Giles stated the audit committee met just prior to this meeting and they ranked Berger Toombs Elam Gaines & Frank no. 1.

On MOTION by Mr. McIntyre seconded by Mr. Maynard with all in favor the recommendation of the audit committee of Berger Toombs being ranked no. 1 was accepted.

SIXTH ORDER OF BUSINESS

Consideration of Proposals (Costs to be Shared)

A. Replacement of Kayaks

Mr. Perry stated the first proposal is for kayak replacement. All three kayaks sprung leaks due to normal wear and tear and the sister boards agree to approval not to exceed \$750 per kayak.

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On MOTION by Mr. Cameron seconded by Mr. McIntyre with all in favor staff was authorized to purchase three kayaks in an amount not to exceed \$750 each.

B. Fountains for Pond #8

Mr. Perry stated the next proposal is the replacement of some lights on pond 8 and I have a proposal from Charles Aquatics in the amount of \$2,890 for this project.

On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor the proposal from Charles Aquatics in the amount of \$2,890 to replace the lights on pond 8 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-06
Approving the Proposed Budget for Fiscal
Year 2023 and Setting a Public Hearing Date**

Ms. Giles stated Resolution 2022-06 approves the proposed fiscal year 2023 budget and sets the public hearing date for August 17, 2022 for adoption.

Mr. Fagen stated I believe you have a hard copy in front of you regarding our fees and our adjustment to fees. Vesta has offered to absorb the expense of the amenity manager and we did that in FY22. We also requested additional janitorial hours; the place is getting old we need additional manpower to maintain both inside and outside. We are requesting that as well as an additional 2% escalator for maintenance and management staff. Other than that, it is unchanged.

Mr. Baron stated I met with Vesta this past week and had an in-depth discussion with them and I'm good with it.

Mr. Cameron stated I did too.

Ms. Kilinski stated we will bring back an amendment that reflects those numbers to the next meeting, but we wanted to make sure that you approved that going into the budget.

Mr. Baron stated this will be reflected in the update to the budget.

Mr. Cameron asked along with that amendment what are we going to hold Vesta to for next year? Along with that amendment we put that six-months prior to any raise, they give us a warning.

Ms. Kilinski stated in our contract now we have that February before the board starts the budget process if there are any changes, they bring it to you.

Mr. Fagen stated I will look into that, but typically we like to do that anyway.

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Ms. Kilinski stated we just went through a formal RFP process and if you start changing the numbers too much you will have to go back out and bid it.

Mr. Cameron stated several months ago we were supposed to have an inventory of our tools that are owned by the district.

Mr. Fagen stated Jason is on vacation, but I will follow-up on that.

Mr. Baron asked at the next meeting you can submit to the board what you have. We can assist you with some added items we know have been approved that we expect to see on there.

Proposed FY23 Budget

Ms. Giles stated this budget does have an increase for the residents that include higher calculations for landscape maintenance since the board had not yet acted on the amended evaluation sheet. Now that the board has made the decision to go back to their original evaluation of VerdeGo these numbers are going to drop significantly. We will amend the budget to add the numbers for Vesta that you just agreed to. The highest increase is for the 90-foot single family lots and it is a \$279 increase, which is about \$23 per month. I do expect that number to go down as we amend the budget with the VerdeGo and Vesta costs.

The board discussed the following budget line items: irrigation repair and maintenance, repair and replacement, street and drainage.

On MOTION by Mr. Baron seconded by Mr. Maynard with all in favor Resolution 2022-06 approving the fiscal Year 2023 budget as amended and setting the public hearing date for adoption for August 17, 2022 was approved.

EIGHTH ORDER OR BUSINESS

Consideration of Amendment to Agreement with GMS for District Management Services

Ms. Kilinski stated most of these are perfunctory. GMS had come to us on all the districts that they work on regarding indemnification and insurance requirements. We worked with your insurance provider to ensure that the indemnification that is contained in this amendment is covered by your current insurance amounts. The changes include amended address for notices with our law firm's contact information, the amended indemnification provision that I just spoke about. There are also insurance requirements, oddly enough in the beginning of the GMS district contract it didn't have insurance requirements, they have always carried insurance, but this reflects what the actual insurance coverage for the district's benefit is. It also discloses they are not a

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financial services representative and then we have the statutorily now required E-Verify and public records language. That is the only change to the contract.

On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor the amendment to the agreement with GMS for district management services to include insurance provision, an E-Verify provision, a financial advisor disclaimer, an updated address for notices sent to the district, a public records provision and a revised indemnification provision was approved.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2022-07
Authorizing a Change in the Registered Agent**

Ms. Giles stated Resolution 2022-07 authorizes a change in the registered agent. This was brought about with the change of Ernesto Torres leaving and myself as your district manager and to appoint me as your registered agent and the address is still at 475 West Town Place St. Augustine, Florida.

On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor Resolution 2022-07 designating Marilee Giles as the registered agent and her office address of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 as the registered office was approved.

TENTH ORDER OF BUSINESS

Consideration of Gift of Dance Camp

Mr. Waugh stated Gift of Dance School is our provider for ballet classes for our youth programs that we do here. They want to do a summer camp for our residents in July 19-22 from 9 a.m. to 1:00 p.m. in the fitness room. The camp is \$180 per week with 10% contribution back to the district.

On MOTION by Mr. Cameron seconded by Mr. Maynard with all in favor the request to have a Gift of Dance Camp was approved and district counsel was authorized to prepare a license agreement.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

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B. District Engineer – Stormwater Needs Analysis Report

Ms. Giles stated the stormwater needs analysis was included in the agenda. Ryan presented this combined Rivers Edge, Rivers Edge II, and Rivers Edge III stormwater needs analysis report at the meetings this morning. In order to save the district some money, we asked Ryan if we could take care of this for him tonight. The report is largely completed with the exception of some small historical lake maintenance costs that the accountant will send to him. Ryan did ask if he could brief the chair to finalize the report over the next two weeks so we can submit it by the June 30th deadline.

On MOTION by Mr. McIntyre seconded by Mr. Baron with all in favor the chair was authorized to finalize the stormwater needs analysis report.
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C. District Manager – Report on the Number of Registered Voters (2,911)

A copy of the letter from the supervisor of elections indicating that there are 2,911 registered voters residing within the district was included in the agenda package.

D. General Manager**1. Report**

A copy of the amenity manager's report, copy of which was included in the agenda package.

2. Update on VerdeGo Performance Report

A copy of the VerdeGo performance report was included in the agenda package.

3. Pond Service Report

A copy of the Charles Aquatics service report was included in the agenda package.

E. Landscape Team - Report

Mr. Sterling stated the VerdeGo performance report is adjusted based on the conditions and adjusted the way our reports are written. I think the format will be monthly.

Mr. Baron stated I would like you to take the action and put a draft together on what your submission would be to GMS based on the last two numbers so you have the template to use if these numbers continue on.

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TWELFTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Other items brought up and discussed: Request to hold a fundraiser with proceeds going to the Sandy Hook Promise, Vesta to offer fundraising opportunities for community-wide participation, CDD roads being blocked for block parties, speeding in the neighborhood.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – Wednesday, July 20, 2022 @ 11:00 a.m. at the RiverTown Amenity Center

Ms. Giles stated the next meeting is scheduled for July 20, 2022 at 11:00 a.m. in the same location.

On MOTION by Mr. McIntyre seconded by Mr. Baron with all in favor the meeting adjourned at 7:05 p.m.

DocuSigned by:
Marilee Giles
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Secretary/Assistant Secretary

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Chairman/Vice Chairman