

Minutes of Meeting  
Rivers Edge, Rivers Edge II and Rivers Edge III  
Community Development District

A special joint meeting of the Board of Supervisors of the Rivers Edge, Rivers Edge II and Rivers Edge III Community Development Districts was held Wednesday, September 7, 2022 at 9:35 a.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

**Rivers Edge**

Mac McIntyre	Chairman
Erick Saks	Vice Chairman
Frederick Baron	Supervisor
Robert Cameron	Supervisor
Scott Maynard	Supervisor

**Rivers Edge II**

D. J. Smith	Chairman
Jason Thomas	Vice Chairman
Amber King	Supervisor

**Rivers Edge III**

D. J. Smith	Chairman
Jason Thomas	Vice Chairman
Amber King	Supervisor

Also present were:

Marilee Giles	District Manager
Jennifer Kilinski	District Counsel
Ryan Stillwell	District Engineer
Jason Davidson	Vesta/Amenity Services
Clint Waugh	Vesta/Amenity Services
Jonathan Perry	Vesta/Amenity Services
Dan Fagen	Vesta/Amenity Services
Kevin Kendrick	Vesta/Amenity Services
Representatives of United Land Services, VerdeGo, Yellowstone, Brightview, Down To Earth, and Koehn Outdoor	

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The following is a summary of the discussions and actions taken at the September 7, 2022 special joint meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Proposals for Landscape and Irrigation Maintenance Services**

Ms. Kilinski stated the district previously bid landscape maintenance services, decided at the July meeting to reject all, and reissue the RFP, which has been done and you now have proposals from that reissued request for proposal process. You have been through this process a couple times. The key takeaway for you is that each board will make a separate award, it does not have to be the same landscape provider. We get you together for these joint meetings because you have an interlocal agreement between the districts that requires any of these major decisions for the boards to get together with the hope that there may be a joint decision given the complexity of this project.

You have ranking criteria; the bids need to be ranked based on those evaluation criteria. We have taken the liberty of giving you the score point for price because it is a simple mathematical calculation based on base bids over the three-year term. If you have scored your own sheets you can hand them to us, we can calculate them and announce what it is. You can share your scores amongst the board members and come up with some joint ranking sheet that you are agreeable to that would result in the award or you can do a hybrid approach of both then you can talk about whether you agree with those calculations or not. They key is the evaluation criteria is the guiding light for the scoring.

**A. Resolution 2022-12 Awarding Contract for Rivers Edge CDD**

The Rivers Edge CDD board discussed the proposals, handed the score sheets to staff who tabulated them, and Ms. Kilinski stated the ranking is Yellowstone no. 1, United Landscaping no. 2, VerdeGo no. 3, Brightview no. 4, Down to Earth no. 5, Duval no. 6 and Koehn no. 7. We would

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like the board to have a motion to adopt Resolution 2022-12 awarding the contract for Rivers Edge CDD and the ranking would be as stated on the record.

On MOTION by Mr. Baron seconded by Mr. McIntyre with all in favor Resolution 2022-12 was approved with the ranking as stated on the record.

**B Resolution 2022-15 Awarding Contract for Rivers Edge II CDD**

The CDD II and III boards discussed the proposals, handed the score sheets to staff who tabulated the scores, and Ms. Kilinski stated the ranking for Rivers Edge II and Rivers Edge III is Yellowstone no. 1, Brightview no. 2, VerdeGo is no. 3, Down to Earth no. 4, United Landscaping no. 5, Duval no. 6 and Koehn is no. 7. If you are comfortable with the ranking for both II and III we will look for separate motions.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor Resolution 2022-15 was approved with the ranking as stated on the record.

**C. Resolution 2022-15 Awarding Contract for Rivers Edge III CDD**

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor Resolution 2022-15 was approved with the ranking as stated on the record.

Mr. Saks stated it seems like we still have a disconnect between the districts as far as getting on the same page and providing consolidated direction to whoever is doing the landscaping. Should we consider having a landscaping czar for all of Rivertown to be the point person we could talk to.

Mr. Baron stated Vesta is responsible for managing the landscape contractor. Mr. Kendrick is your new point person and any of us should be going to him for landscape issues.

Mr. Smith stated the problem with that is irrigation, I know Fred spent a lot of time going through and doing that. Vesta does this, they say this board told me this the board told me that

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and that's what they did. They are giving us cross signals, if we say something about irrigation, they will say CDD 1 told us to do this. So that is where we are getting this, and it does happen.

Mr. Baron stated let's make it clear CDD II and III that is your point of contact, CDD 1 point of contact is one of us; don't do crossovers. If something in CDD 1 affects CDD II or III, then make sure you say this is a joint concern or joint issue. The only thing that we have in that joint issue that I'm aware of on cost is Longleaf Parkway where it is a common area and Marilee keeps that record of what are the common areas for irrigation, she can put that sheet out to make it known to all the supervisors that any issue that comes up here is a common issue.

Mr. Smith stated I have been told that you have had them cut water back.

Mr. Baron stated I have said you have had 2" of rain today and I see irrigation going on. If it is cut back, I question why are we doing irrigation? You have an IQ system, 2" of rain and you are watering.

Mr. Smith stated they are taking your comment and doing it.

Mr. Baron asked do we need a central person or let them manage it?

Mr. Smith stated I agree with you, it is their job to manage it.

Mr. Davidson stated a potential for resolution is that if those types of things come up then a conversation between our staff and a member of each of the districts should be in that conversation.

Mr. Saks stated should we appoint Fred to be the point person on the landscaping?

Mr. Baron stated anything I submit to Vesta I will submit to GMS to email to the rest, so we are not violating the sunshine law.

Ms. Kilinski stated the contract has district designees and right now that is Vesta.

Mr. Saks stated so Vesta is the only one who should contact the contractor directly.

Ms. Kilinski stated exactly and to Supervisor Baron's point, he may have some advice but Vesta is the designee.

Ms. Giles stated the existing contract ends September 30<sup>th</sup> and the new contract if accepted will start October 1<sup>st</sup>. Is there any type of hand off that needs to be discussed here?

Mr. Baron stated there is supposed to be a total check of irrigation system, they should be ready to walk around and do a validation that anything that looks like it is supposed to be fixed, document it against the current contract and they have until September 30<sup>th</sup> to fix it. If it happens

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during that last week, give notice and if it is not addressed it becomes the problem of the new contractor.

Ms. Kilinski stated typically, we have that handoff embedded within our documents and I know Yellowstone is here and they can speak a little bit to their process but typically, we would have exactly what you described; a pretty holistic review of the property. What we don't want to have happen is have Yellowstone come in October 1<sup>st</sup>, gives you a change order for \$100,000 of repairs and you have released all the funds to VerdeGo. We want to be able to work with those two partners to identify what is really deficient and what maybe has always been that way.

Mr. Smith stated the other problem we experienced when we did this changeover was the company that we decided to move away from let the neighborhood go. They pulled their guys back; they didn't put as many people out here and the neighborhood was terrible within those 30-days.

Ms. Kilinski asked are the boards comfortable with the two you have appointed, Fred for CDD 1 and D.J. for II and III because they can talk to each other, work with VerdeGo and Yellowstone on the handoff?

Mr. Baron stated yes.

#### **FOURTH ORDER OF BUSINESS**

#### **Discussion on Community Holiday Decorations and Lighting**

Mr. Davidson stated we submitted in the packet what we did last year and as far as our approach for the holiday décor. The protocol is that a member of the subdivision would fill out the holiday décor application, the member will be responsible for the décor provisions provided in the packet. Once the application was submitted and reviewed and approved by district staff, they give them the authority to go ahead and decorate said sign. Once the sign is completed staff will investigate the signs to ensure all the provisions were accurate. Any found that were not, which there were none last year, would be pointed out to that member who filled out the application and is responsible for the sign. The initial provisions have a list of our subdivisions at the bottom, and we need to update those.

Mr. Smith asked where are they getting the power?

Mr. Davidson stated some have power and others do not and they utilized their neighbor's house.

Mr. Cameron and Mr. Thomas were appointed to work with staff on the holiday lighting.

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**FIFTH ORDER OF BUSINESS****Other Business**

Mr. Smith stated I know I'm throwing a wrench into this, and I haven't talked to anyone about it, but it goes hand in hand with the landscape. I think there is a little bit of a disconnect and fail with the management of VerdeGo by Vesta. I personally feel, and our board feels, like it is time to do another RFP on the management company for RiverTown. We went through it last year and I haven't seen any improvement from what Vesta has provided us. I have had meetings along the lines of landscape issues; I don't think it would be a surprise with us having this conversation. I'm basing it off the experience we had recently where Vesta was removed and there is a new company in there and it is fresh and there is that aspect, but there has been an immediate impact. I feel that RiverTown could be managed better and if it comes back around that Vesta is in that seat again then is what it is, but in our opinion, we feel it doesn't hurt to do another RFP and it would be a good way to keep Rivertown on the up and up.

Mr. Cameron stated I agree mainly because they could not keep to the contract they did in the last RFP, and we don't know what it is going to be next year.

Mr. Smith stated we were able to get better services with more manpower, but it needs to be looked at and could potentially be a benefit for everyone in RiverTown.

Mr. Baron asked we did an extension to take it to December, is that coming up?

Ms. Kilinski stated I will have to look at that, we try to line it up with the fiscal year, but it is like all of us, you can terminate with notice at any time or go out for an RFP at any time, we serve at your pleasure.

Mr. Smith stated it is about a three-month process and a 90-day out clause. I would like to start the process.

It was the consensus of the board that Vesta will be evaluated on performance after the transition period with Yellowstone to be reevaluated in January.

Mr. Maynard stated in our next meeting we will approve the final budget assessment, while we could lower that assessment, I strongly urge us to consider taking the balance of that revenue and putting it in cash reserves or capital expenditures. People are asking to expand from three to five tennis courts, and they are \$120,000 each to do. With the popularity of pickleball we are going to have requests for pickleball courts outside of Watersong and those are about \$80,000.

Mr. Smith stated with lighting they are about \$125,000 to \$150,000.

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Mr. Maynard stated we are going to get backlash from residents, even if we lower it 15% we are going to get the same backlash. Our existing amenities are aging.

Mr. Baron asked do you have anything in the amenity center in CDD III?

Mr. Smith stated there will be a fitness room, but no pickleball or tennis courts or basketball. We have a big pond with a trail around it and launch. There will be volleyball over there, more of a family style camp feel.

Mr. Davidson stated keep in mind if we want to have additional tennis courts then in accordance with league play, they need to be built here.

Ms. Giles stated we are up against the September 15<sup>th</sup> deadline with the county with the budget. Whatever we decide on the 14<sup>th</sup> as is now with the new landscape the budget is going to reduce significantly. The discussion about the budget hopefully, we can work this out.

Ms. Kilinski stated is it worth showing both scenarios so you have both budgets?

Mr. Saks stated there is no way we can fund tennis courts or pickleball court; there is going to be a cost to everybody. I would rather make sure we have the capital reserve for expenses that come up, but I don't see us getting the residents on board with building tennis courts.

Mr. Baron stated I will put a motion out there to keep \$80,000 with the intent of doing an RFP for two pickleball, hardcourt tennis and will cover the remaining budget and see what Mattamy can go in with some support since this will draw people to want to live here.

Mr. Smith stated we are building an \$8 million amenity center that is going to attract more people than a tennis court.

Mr. Thomas stated if we did anything other than what was previously permitted for the tennis courts in this amenity area, there are permitting steps that have to occur. Construction plans would have to be developed to permit and bid.

Ms. Kilinski stated if we bring down the assessments you have to re-notice if you go back up. You have set the high-water mark, which is expensive because you are noticing all the homeowners and that is a \$5,000 to \$6,000 mailing and that is something to take into consideration.

Ms. Giles stated my take-away from that discussion is we are going to rework the budget over the next couple of days with the reduction in the landscape cost and Jason made some changes to the capital reserve input. We will plan in the future for some improvements.

Mr. Maynard stated capital in one scenario and the balance of the capital reserves.

Ms. Giles stated you want two budgets.

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Ms. Kilinski stated I think you are asking for two scenarios to contemplate, what would the assessment level be if you roll it and what the assessment level be if you don't roll it. It doesn't mean you are adopting it.

Ms. Giles stated as a reminder our next meetings are on September 14, 2022 at 4:30, 5:00 and 6:00 p.m.

On MOTION by Mr. Baron seconded by Mr. McIntyre with all in favor the meeting adjourned at 10:45 a.m.

On MOTION by Mr. Smith seconded by Mr. Thomas with all in favor the meeting adjourned at 10:45 a.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman