

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, January 18, 2023 at 6:00 p.m. at the RiverTown Amenity Center, 156 Landing Street, St. Johns, Florida.

Present and constituting a quorum were:

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

Also present were:

Marilee Giles	District Manager
Lauren Gentry	District Counsel
Ryan Stillwell	District Engineer
Dan Fagen	Vesta/Amenity Services
Jason Davidson	Vesta/Amenity Services
Jay King	Vesta/Amenity Services
Kevin McKendree	Vesta/Amenity Services
Eric Olsen	Vesta/Amenity Services
Ken Council	Vesta/Amenity Services
Howard McGaffney	GMS
Mike Scuncio	Yellowstone
Deputy Cash	St. Johns County Sheriff's Office

The following is a summary of the discussions and actions taken at the January 18, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

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THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the December 14, 2022 Meeting

On MOTION by Mr. McIntyre seconded by Mr. Saks with all in favor the minutes of the December 14, 2022 meeting were approved as amended.

B. Balance Sheet & Income Statement

C. Assessment Receipt Schedule

D. Approval of Check Register

On MOTION by Mr. McIntyre seconded by Mr. Baron with all in favor the check register was approved.

Mr. Baron requested more detail in the Yellowstone invoices for location of repairs and description of the work.

FOURTH ORDER OF BUSINESS

Business Items

A. Guest Presentation: St. Johns County Sheriff’s Office – Trespassing Concerns

Deputy Cash updated the board on issues regarding loitering, trespassing, overnight parking and other safety concerns within the district.

Mr. McGaffney advised that he had a meeting scheduled with the St. Johns County Sheriff to discuss safety concerns in CDDs and will update the board at the next meeting.

B. Discussion Items

1. Amenity Security Operations

- a. Physical Security Options**
- b. Virtual/Video Surveillance Options**

2. Roving Patrol Options

- a. Private Security**

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b. Off-Duty Deputies

Mr. Davidson asked for input as to specifics that the board members would like to have for onsite security and video surveillance proposals along with roving patrol options that would most benefit the community.

After discussion Mr. Davidson was directed to obtain estimates for video surveillance to include installation, monitoring and annual contract amounts.

Ms. Gentry stated we will notice a security shade session to take place at your next meeting so that you can discuss in detail the proposals that come in.

3. Request for Shade Sails at Play Parks

Mr. Davidson stated I would like specific locations where you would like the shade sails so that I can get proposals for that.

Mr. McIntyre stated I will ride around with staff and look at different locations and bring that information back to the board for their consideration.

The next two items taken out of order.

Engineer's Report

Mr. Saks stated it seem like there should be a stop sign at Rivertown Main and Kendall Crossing going to the new neighborhood. It will become an issue when people start moving in there.

Mr. Stillwell stated I will reach out to the guy, and we can have a discussion. The reality is it is not technically required based on the flow of traffic once Rivertown is built out but if we already have a concern, he can look at it.

Mr. Cameron stated I sent you an email about striping a centerline on Indian Grass Road.

Mr. Stillwell stated if it is a CDD road that is something we can do, and I will get pricing for that.

Mr. Baron asked is there an option to open a construction way for Phase 3 of Mattamy's projects to Settlement and beyond?

Mr. Stillwell stated the next roadway project will connect to Greenbriar Road.

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Landscape Assessments/Transition Final Update

Mr. Scuncio gave an overview of his report, copy of which was included in the agenda package.

Mr. Baron stated I don't know whose responsibility it is but there is debris shown in the pictures in the Charles Aquatics report.

Ms. Gentry stated if there is debris that is in the ponds typically your pond vendor will pick it up but will charge you extra for that especially if it is construction debris. That is something staff can follow-up with Mattamy on.

Mr. Baron stated it looks like litter that may be from the 4th of July. Does Charles Aquatics pick that stuff up when they have boats in the water?

Mr. McKendree stated the contract says they will pick up minor trash, an excess amount is \$75 a load.

Mr. Scuncio stated on our end we will do everything we can to do that. That is not our job to drive around and pick up trash, but we will help out.

Mr. Cameron stated when they pick up the recycle containers, some goes in the truck and some goes on the street.

Mr. Saks stated Earth Day is coming up and maybe we can have residents help out by picking up debris.

Mr. McIntyre stated I like the idea of the community being able to help but maybe we should have bids for this so that we have it when we are looking at the new budget.

Mr. Baron stated maybe we can have a discussion with Mattamy and ask them to pay the bill for picking up the trash.

Mr. Davidson stated we have had that discussion with Mattamy and they have been bringing out day laborers to pick up that trash.

Ms. Gentry stated some things you have to think about when using volunteers, we can make it happen, but you will want waivers for everybody and we would want to talk to EGIS about making sure we have the right insurance coverage, especially if people are going to be on the pond banks. You probably don't want volunteers on floaties in the pond, the ponds are not safe for swimming. We can come up with some parameters for volunteers.

Mr. McGaffney stated I went to a seminar this year with your insurance company and they specifically exclude volunteers so you would have to purchase an additional volunteer's insurance.

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Ms. Giles stated we can get a rider to cover that if that is what you want to do.

Mr. McIntyre stated let's look into a service and potentially possible volunteers.

Mr. Davidson asked if we have an event where the community is coming together to pick up trash all together, is that something we are able to do as an event, are there other stipulations we need to talk about?

Ms. Gentry stated just what we discussed, have a volunteer waiver, and make sure we have that volunteer coverage under our insurance policy.

Mr. Fagen stated to add another layer to a very simple idea if we are managing volunteers then our insurance has specific criteria that we have to meet as well. We can look into that, but I will research that more for this specifically, but we have requirements to meet as well.

Back to regular agenda items.

C. Items for Board Consideration

1. Annual Agreement Renewal Terms

a. Discussion/Consideration to Renew

Mr. Davidson stated Soccer Shots, St. Johns County Park and Rec. Kayak tours, swim team and swim lessons. These are things that are ever rotating, and we are looking for a conversation around annual agreement automatic renewal terms for these specific ones, knowing that if something dramatic is to change in their request we would bring that back to the board for discussion.

Mr. McIntyre stated we talked at the last meeting that if we have had no issue or problem with these groups or a major change in scope, we should give Vesta the authority to automatically renew without coming back to the board. I feel that is appropriate because it came to the board for approval the first time and if there is no significant change or Vesta has identified a problem then they should be able to add it to the report.

Mr. Baron asked as in other contracts, don't we do option years? Can we say it is a one-year agreement with two more option years?

Ms. Gentry stated we can get the board's preference on this. In the past when we discussed this there was some hesitation from the board, you wanted to make sure things were being done correctly. What we have done in other communities is put these types of contracts on automatic

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renewals with the condition that they submit their annual schedule to staff for approval within a reasonable time in advance. If the board is comfortable with that, we can either do one-time contract amendments to extend the term each time or put them on an automatic renewal and add that requirement.

Mr. Baron stated I'm good with that the first year, but for renewals they have to demonstrate they have abided by the agreement. After one year of abiding by the agreement they can be eligible for automatic renewals.

Ms. Gentry stated it is just for these existing four contracts.

i. Soccer Shots

On MOTION by Mr. Baron seconded by Mr. Cameron with all in favor the agreement with the Soccer Shots was renewed for the spring season to be revisited at the next renewal.

ii. St. Johns County Park and Rec – Kayak Launch

iii. Swim Teams

iv. Swim Lessons

On MOTION by Mr. Baron seconded by Mr. McIntyre with all in favor district counsel was authorized to draft amendments for auto renewals for the three agreements listed above.

2. Mound Improvement Options – TBD

This item tabled.

3. Friday Night Tennis League Play

Mr. Davidson stated the Friday morning tennis league has taken off and has gained a lot of momentum and they are asking if they could do mixed double tennis on Friday nights from 6:30 to 9:00 p.m.

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On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor up to four home matches for the months of April through June 2023 on Friday nights were approved.

FIFTH ORDER OF BUSINESS

Presentation of Vesta's Proposed Fees for Fiscal Year 2024

Mr. Fagen stated this is taking our current contract and per our contract adding a 3% increase.

On MOTION by Mr. Maynard seconded by Mr. Saks with all in favor the proposed fiscal year 2024 fees for Vesta were approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Gentry stated I do want to get some feedback from the board on the procurement policy that you would like us to bring back. What I have heard from you is that for projects over \$10,000 you want to see a minimum of three proposals when possible if we can find three vendors willing to propose. We can take that as a baseline. Is there anything else in particular the board would like to see at this point? If not, we will just bring back suggestions to your next meeting.

Mr. Cameron asked is \$10,000 the threshold?

Mr. Baron stated no I would like it to be \$5,000. We would like to see three on any proposal coming in. If it is over \$5,000 it is a mandatory three, we are not going to accept a single proposal. We need to see more than one.

Mr. McIntyre asked is there any reason not to have three regardless? I think we should have three proposals. That is the only way we can make an informed decision.

Ms. Giles stated a lot of times we will send an email out with the scope of work to ten to fifteen different companies, and we will only get a response back from two or three, but, that is easy to present to the board that we sent this out to however many companies.

Ms. Gentry stated we will put a proposed policy together, include a preference for three proposals but we will build in some flexibility to make a decision if we can't get three.

B. District Engineer

This item taken earlier in the meeting.

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C. District Manager**1. FEMA Update**

Ms. Giles stated Jason, Mac and I have been working closely with FEMA. We have \$24,400 in claims from the last hurricane. We do have a program manager we are working with directly. I think we have had three conference calls and she recently opened up your claim status in the grants portal and that is something the three of us have to review the level of details in that. It won't be fast, but the intent is if we do get reimbursed just like insurance claims, the money will go back into the account it came from. We have a tracker for insurance claims and for the FEMA claim. Jason sends the insurance claims to Fred for review.

Mr. Baron stated there is one outstanding for over a year. I would like to ask counsel to send them a letter stating that they need to process that claim as quickly as possible.

Ms. Gentry stated if it is that delayed, I will find out the background on the claim, but we can see what we can do to spur that on.

Mr. Baron stated we supplied the information; they lost it, and we resubmitted the information. They should be processing it.

Ms. Gentry asked is our insurance company involved in settling that dispute with the other person's insurance company?

Mr. Davidson stated they are.

Ms. Gentry stated we can find out what the delay is, but it is not unusual for those claims to drag out when two insurance companies are involved

2. Update on Cost to Notice Amenity RFP – Estimated \$350

This item taken earlier in the meeting.

D. General Manager**1. Monthly Amenity and Field Operations Report**

Mr. Davidson gave an overview of the amenity manager's report, copy of which was included in the agenda package.

2. Pond Service Report

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

E. Landscape and Irrigation Maintenance

1. Landscape Assessments/Transition Final Update

This item taken earlier in the meeting.

2. Monthly Report

A copy of the monthly report was included in the agenda package.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There were no audience comments.

Mr. Saks stated I want to thank Sergeant Cash for coming out and for the work his team has been doing.

Mr. Cameron stated I would like Mac and the board to say that I could look at possibly adding to the tennis courts with Jason and bring a plan back to the board for future budgeting purposes so we can get tennis courts and pickleball courts.

Mr. Baron stated I talked to the engineer and two additional tennis court locations were in the original plan but taken out and it would be \$20,000 to reengineer that and submit it to the county. I don't know that we are willing to expend \$20,000 this year on just getting proposals.

Ms. Gentry stated if the board is open to Supervisor Cameron just having these discussions and loop in Ryan on permit approvals and that kind of thing. We need direction from the board on whether you want to have this done.

Mr. Baron stated you bring Ryan in that is \$150 an hour.

Mr. Cameron stated I don't have a problem going to the county directly.

Mr. McIntyre stated I don't see a problem if Bob wants to start this and do the legwork and come back and give us what we need.

Ms. Gentry asked Mr. Cameron, does that tie into what you wanted to look into because we want to make sure we only have one supervisor working on the issue.

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Mr. Cameron stated I'm not going to work with him. All I'm going to ask is if we add courts, what do we have to do.

Mr. Gentry stated okay.

On MOTION by Mr. McIntyre seconded by Mr. Maynard with all in favor Mr. Cameron was authorized to work with the general manager on additional tennis court research and to report back to the board at the next meeting.

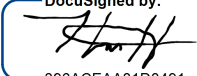
NINTH ORDER OF BUSINESS

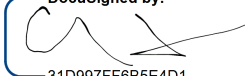
Next Scheduled Meeting – Wednesday, February 15, 2023 at 11:00 a.m. at the RiverTown Amenity Center

Ms. Giles stated the next meeting is scheduled for Wednesday, February 15, 2023 at 11:00 a.m. in the same location.

Mr. McGaffney stated I caught prior to the agenda going out a handful of proposals from Yellowstone that didn't go through Jason. They are usually enhancement projects, but they just sent them to our office, and I talked with the chair and pulled those from the agenda. They were not directed by staff it was just a matter of we think this would be great for your community. I don't know that you are ready for \$70,000 of work to be done in your community without a broader discussion of what you are trying to achieve. In the future everything from Yellowstone will go through Jason.

On MOTION by Mr. McIntyre seconded by Mr. Saks with all in favor the meeting adjourned at 7:53 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman