

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, February 21, 2024 at 11:04 a.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

Also present were:

Howard McGaffney	District Manager
Mary Grace Henley	District Counsel
Lauren Gentry	District Counsel
Ryan Stillwell	District Engineer
Kevin McKendree	Field Operations
Lisa McCormick	Vesta/Amenity Services
Richard Losco	Vesta/Amenity Services
Kimberly Fatuch	Lifestyle Director
Ken Council	Amenity Manger
Jay King	Vice President
Mike Scuncio	Yellowstone

The following is a summary of the discussions and actions taken at the February 21, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. McGaffney called the meeting to order at 11:04 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Simmons stated I live at 239 Meadowcreek in the Haven. I would like permission to do a charitable event for one of the families in the neighborhood. I own Mr. Steam Lux carpet cleaning and we are going to offer to clean some area rugs for residents and donate 100% of the

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proceeds to the Ball family. They have had a lot of health concerns with their kids. They have a charitable organization that can be contributed to. I am seeking permission to have a truck out in the parking lot and have people come by and get their area rugs cleaned.

Ms. Gentry stated if the board is agreeable, we can prepare a license agreement to allow that truck to be parked there and to protect the district from a liability standpoint.

On MOTION by Mr. Saks seconded by Mr. McIntyre with all in favor district counsel was directed to prepare a license agreement for the use of the parking lot by Mr. Simmons for a charitable event.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the January 17, 2024 Meeting**
- B. Financial Statements as of December 31, 2023**
- C. Check Register**

On MOTION by Mr. McIntyre seconded by Mr. Saks with all in favor the consent agenda was approved.

FOURTH ORDER OF BUSINESS

Staff Reports

- A. Landscape Maintenance**
 - 1. Report**

Mr. Scuncio gave an overview of the February landscape maintenance update, a copy of which was included in the agenda package.

- 2. Consideration of Invoice #513417R**

On MOTION by Mr. Baron seconded by Mr. Saks with all in favor aged invoice 513417R in the amount of \$491.20 was approved.

- B. District Engineer – Update on Amenity RFP for Pickleball Construction**

Mr. Stillwell stated we do have another district we are doing four pickleball courts, and those bids are due next Tuesday. That is a public bid and we have been pushing to try to receive multiple bids on it; it has been very difficult. I plan to send your pickleball courts for pricing to

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the contractors I have been talking to after that bid is due on Tuesday. I'm looking to piggyback with the bids for pickleball courts here.

C. District Counsel

There being none, the next item followed.

D. District Manager – Update on Amenity Field Management RFP

Mr. McGaffney stated we did have a demand letter we are sending to the individual who removed the signs and I have a meeting with the sheriff's office after our meeting today.

This is a large RFP. I met with Richard and Jason to make sure I understand some of the intricacies that they have learned through their experience that we need to put in so we have the best RFP possible. I met with both chairmen as directed by the board and they are in full agreement with the scope and hours. When it is prepared, I will run it past Lauren for her review. I think we will be under the formal bid threshold.

Ms. Gentry stated this is technically three separate contracts and the formal bid requirements only apply to the maintenance portion of those contracts. Based on our initial calculations we think we will be under the bid threshold for the maintenance portion of the contracts. We will be able to do an informal bid, which gives more flexibility to how we consider the proposals and different pricing structures.

Mr. McGaffney stated the timeline for me to bring that back will be at the March or April meeting. The reason I'm not rushing to get this done is we want the timing to be as close to the end of the fiscal year so we can start the new pricing structure after October 1. For something this large it is important when we are setting the budget each year that match the contract amounts.

E. General Manager

1. Monthly Amenity, Field Operations and Pond Reports

Mr. McKendree stated we included everything in the monthly reports.

2. Resident Relations

Ms. Fatuch stated we did a sensory dinner on Valentine's Day; it was a ticketed event for residents to give them a chance to do something a little bit different for Valentines Day. The

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sensory part of it is they were offered a blindfold to be blindfolded while they ate dinner to open up their other senses. We had 54 couples sign up and that event went amazing, it was a three-course meal paired with wine. First course was a charcuterie setup, main course was a roasted red pepper white sauced chicken with mashed potatoes and green beans and the final course was a trio of chocolate cake, tiramisu and cheesecake. The event ran very smoothly and the entire kitchen staff came out for a standing ovation. I hope to bring more events like this to the community.

FIFTH ORDER OF BUSINESS

Business Items

A. Consideration of Cost Share Request for Phase 4 Pond Maintenance Services (Grand Bridge)

Mr. Council gave an overview of the cost share for Rivers Edge, Rivers Edge II and Rivers Edge III for maintenance services for the new Phase 4 stormwater management ponds located in Rivers Edge III, a copy of which was included in the agenda package.

On MOTION by Mr. Saks seconded by Mr. McIntyre with all in favor the cost share request for Phase 4 pond maintenance services was approved.

B. Consideration of Cost Share Request for Additional Playground Mulch

Mr. Council stated we have two proposals, one from First Coast Mulch in the amount of \$12,238 and one from Yellowstone in the amount of \$12,226.77. They are going to apply 211 cubic yards for eight parks.

On MOTION by Mr. McIntyre seconded by Mr. Saks with all in favor the proposal from Yellowstone in the amount of \$12,226.77 for additional playground mulch was approved to be cost shared, with Rivers Edge's portion to be \$4,014.05.

C. Consideration of Cost Share Request for Tennis Court Resurfacing

Mr. Council stated next is cost share consideration for the tennis court resurfacing. It is a budgeted item for fiscal year 2024, we have a quote from B and B tennis in the amount of \$17,850 and a quote from J Courts in the amount of \$28,800.

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On MOTION by Mr. Saks seconded by Mr. Cameron with all in favor the proposal from B and B Tennis in the amount of \$17,850 was approved with the cost share for Rivers Edge of \$5,860.16.

D. Consideration of Resolution 2024-02 Instructing the St. Johns County Supervisor of Elections to Conduct the District’s 2024 General Election

Mr. McGaffney stated the three seats up for election are currently held by Mr. Saks, Mr. Cameron, and Mr. Baron.

On MOTION by Mr. McIntyre seconded by Mr. Baron with all in favor Resolution 2024-02 was approved.

Mr. McGaffney stated the supervisor of elections reached out to me and requested use of this room for early voting and voting.

On MOTION by Mr. Saks seconded by Mr. McIntyre with all in favor district counsel was authorized to prepare an addendum to the agreement with the supervisor of elections to utilize the room for early voting.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Saks stated I appreciate you including the sheriff’s reports. We have talked about shifting from security to the sheriff’s office and I think we are all in agreement to do that.

Mr. McGaffney stated I will check the agreement and maybe we can reduce the services, but we do need them for large events that take place in the community.

Mr. McIntyre stated when we discussed it last year, it was not in the budget.

Ms. Fatuch stated on the nights they work it is helpful to have them move people along when we are trying to close. From an employee standpoint it can be very scary sometimes to walk out into that parking lot at night when people are still sitting there or wandering around the parking lot.

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Mr. McIntyre stated residents not leaving brings up another issue that doesn't necessarily require security.

Mr. McGaffney stated we will take care of that. We will send an eblast to the community and tell them the closing times and that they will be given a 15-minutes notice before closing and out of respect to everyone who works here, they need to abide by the closing times. If we have repeat offenders, get with me but if there is a safety issue, call the sheriff's office.

EIGHTH ORDER OF BUSINESS

Audience Comments

A resident asked the RFP for pickleball hasn't gone out yet?

Mr. Stillwell stated we have a public bid in another CDD and we have been talking to contractors trying to get them to bid on that one and we have explained that we have another one coming up.

A resident stated I think it is a great idea to have the details in the sheriff's report.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – March 20, 2024 at 5:00 p.m. at the RiverTown Amenity Center

Mr. McGaffney stated the next meeting will be held March 20, 2024 at 5:00 p.m. in the same location. I believe the sheriff will be at the next meeting, but I will confirm that.

On MOTION by Mr. McIntyre seconded by Mr. Saks with all in favor the meeting adjourned at 11:50 a.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman