

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, May 15, 2024 at 5:00 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:

Jim Oliver	District Manager
Lauren Gentry	District Counsel
Mary Grace Henley	Kilinski Van Wyk
Jeff Mason	District Engineer
Corbin deNagy	GMS
Jason Davidson	General Manager
Richard Losco	General Manager
Kevin McKendree	Field Operations
Kimberly Fatuch	Lifestyle Director
Ken Council	Amenity Manger
Mike Scuncio	Yellowstone
Several Residents	

The following is a summary of the discussions and actions taken at the May 15, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 5:00 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 April 17, 2024 Meeting**
- B. Financial Statements as of March 31, 2024**
- C. Check Register**

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

FOURTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance - Report

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

B. District Engineer

Mr. Mason stated we have reached out to nine contractors on the pickleball courts; bids are due Monday, June 10th. We received four positive responses from bidders, two have declined and three we are trying to confirm.

C. District Counsel

Ms. Gentry stated I want to remind you that the deadline for the Form 1 filing is coming up July 1st. You should have received an email about that from the Commission on Ethics. Fill that out by the deadline or they will send out fines and as reminder that does look retroactively at the year 2023. The new ethics training that you have to do this year you don't check the box this year, but you will next year. The feedback has been that it is very easy to do.

D. District Manager

1. Report on the Number of Registered Voters (3,948)

A copy of the letter from the supervisor of elections indicating that there are 3,948 registered voters residing in the district was included in the agenda package.

2. Reminder of Qualifying Period for General Election

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Mr. Oliver stated the general election seats 1, 3, and 5 that expire this year, are held by Eric, Robert and Fred. For someone who wishes to qualify for that seat they need to be a registered voter, living in the district and the qualifying period is from noon June 10th to noon June 14th. If you are interested in qualifying for election to the board, contact the supervisor of elections in advance of the qualifying date, they can give you some tips on what documents they will need.

E. General Manager – Monthly Amenity and Field Operations Report

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

FIFTH ORDER OF BUSINESS

Business Items

A. Consideration of Resolution 2024-03 Designating Officers

Mr. Oliver stated the slate of officers remain the same, the resolution would name me to serve as secretary and treasurer.

On MOTION by Mr. McIntyre seconded by Mr. Baron with all in favor Resolution 2024-03 was approved.
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B. Consideration of RFP Documents for Amenity and Field Management Services

Ms. Gentry stated this is an informal RFP so there wouldn't be any protest rights, and you don't have all the hurdles of having to publish it in the newspaper, make sure bids remain sealed, that sort of thing. The way it is structured is that we are asking proposers to give pricing for each district separately so the boards could go with a different vendor if they chose but we are also asking them to present pricing for all three so you can see any cost savings that are realized if they were to get all three contracts. There are forms that give them requested staffing levels so you can get apples to apples bids, but we are also giving them the option if they see a better way to staff the community and run it, they can propose an alternative as well. It is structured with the flexibility to get the best option for you. We also have our normal forms that we have everybody fill out about their corporate information, experience, references and that sort of thing. We started with the forms you had last time around and added more detail.

Mr. Baron asked what is the intent of getting the widest distribution on that? What can we receive?

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Ms. Gentry stated our firm works with a few different companies around Florida and we will send it to all of them that we are familiar with, we will post it on the district's website and if the board wants to write an ad in the paper, we can still put an ad in the paper. You are not required to, but we could do that. If anyone on the board has suggestions of companies that they work with, we are happy to send it out to them. You have a really complex amenity operation and there aren't many companies in this industry that have the resources to fill that. We are welcoming proposals from anyone who thinks they can serve you.

Mr. McIntyre asked do you envision a joint meeting for the presentations?

Ms. Gentry responded yes. We are looking for the best date for that because I think there were some conflicts with the June 19th date. We want to be sure that everybody can be there, so you have the benefit of what everybody is thinking. Jim will be reaching out to find the best course forward. We may have it at the same time as your regular meeting or we may suggest holding a special meeting just for that.

For this type of RFP sometimes we include a requirement that the proposers attend a prebid conference. In this case the entities with the most information would be Vesta and it is awkward to have them run a prebid conference when they are competitors. GMS has great knowledge as well. If you want to require that we could, but we are not recommending it in this case unless the board would like to see that.

Mr. Baron asked can we see what comes in as potential offers then propose that? If there are too many questions you have to distribute that to the rest.

Ms. Gentry stated we can. Would this board like physical hard copies of the bids or just digitally? I will coordinate with Jim and have them sent to his office that is close by and you can come up and review it. The Board stated they would generally like electronic bids but would like to have an extra hard copy available.

On MOTION by Mr. Maynard seconded by Mr. Cameron with all in favor the RFP documents for amenity and field management services was approved in substantial form and staff was authorized to distribute the informal RFP.
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C. Consideration of Resolution 2024-04 Approving the Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing Date for Adoption

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Mr. Oliver stated Resolution 2024-04 approves the proposed fiscal year 2025 budget, and sets the public hearing for August 21, 2024 for final adoption. We will have time to work on that budget. To the extent there is an increase in assessments we are required to send mailed notice to all property owners, and we would need to mail that notice no sooner than 20 days before the hearing. Typically for an August 21st hearing we would send that notice mid to late July.

This is a complicated district; we are joined with two other districts and their budget impacts your budget and vice versa. We worked with all three budgets. You are going to see the numbers change as we go through the process.

Mr. deNagy gave an overview of the general fund and stated there is a proposed increase from the prior year. The two main drivers of the increase are the landscape maintenance costs and a larger contribution to reserves.

On MOTION by Mr. Saks seconded by Mr. McIntyre with all in favor Resolution 2024-04 was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Audience Comments

Additional audience comments: lighting at basketball court, parking and parking enforcement on islands.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – June 19, 2024 at 11:00 a.m. at the RiverTown Amenity Center

Mr. Oliver stated the next meeting is scheduled for June 19, 2024 at 11:00 a.m. in the same location.

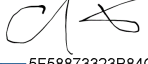
On MOTION by Mr. Saks seconded by Mr. McIntyre with all in favor the meeting adjourned at 5:52 p.m.

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Rivers Edge CDD

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Secretary/Assistant Secretary

DocuSigned by:

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Chairman/Vice Chairman