

**MINUTES OF MEETING
THREE RIVERS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on March 21, 2024 at 3:00 p.m., at the Lookout Amenity Center, 76183 Tributary Drive, Yulee, Florida 32097.

Present were:

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|---------------------------|---------------------|
| Gregg Kern | Chair |
| Joe Cornelison | Assistant Secretary |
| Brad Odom | Assistant Secretary |
| Rose Bock (via telephone) | Assistant Secretary |

Also present:

| | |
|----------------------------|---------------------------------|
| Ernesto Torres | District Manager |
| Wes Haber | District Counsel |
| Scott Wild (via telephone) | District Engineer |
| Michael Molineaux | Castle Group |
| Shanna Talbert | Castle Group |
| Sharelle Boyer | OnPlace LLC, Lifestyle Director |
| Megan Maldonado | GreenPointe Developers |
| Debra Maceri | Resident |
| Tracy Evans | Resident |
| Dina Rimi | Resident |
| Patti Rubin | Resident |
| Keith Howard | Resident |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:06 p.m.

Supervisors Kern, Cornelison and Odom were present. Supervisor Bock attended via telephone. Supervisor Taylor was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consent Agenda

Mr. Torres presented the following:

A. Consideration/Ratification of Requisition(s): Refunding Bond, Series 2023 (support documentation available upon request)

- I. Number 46: Onsite Industries, LLC** **[\$4,407.35]**
- II. Number 47: Vallencourt Construction Co., Inc.** **[\$471,322.87]**
- III. Number 48: Vallencourt Construction Co., Inc.** **[\$206,263.68]**
- IV. Number 49: England-Thims & Miller, Inc.** **[\$8,776.97]**

B. Consideration/Ratification of Requisition(s): Series 2021B (support documentation available upon request)

- I. Number 174: Bio-Tech Consulting, Inc.** **[\$1,450.00]**
- II. Number 175: Dominion Engineering Group Inc.** **[\$12,669.37]**

C. Ratification Item(s)

- I. Coastal Luxury Outdoors for Pool Services**
- II. SES Environmental Resource Solutions LLC Proposal/Contract for Services [Tributary DRI Water Quality Sampling and Erosion Control Inspections 2024]**
- III. Sitex Proposal for Ponds #15 and #16**

Item 3CIII was an addition to the agenda.

On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the Consent Agenda items, as presented, were accepted, approved and ratified, accordingly.

FOURTH ORDER OF BUSINESS

Approval of February 28, 2024 Regular Meeting Minutes

On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, the February 28, 2024 Regular Meeting Minutes, as presented, were approved.

- **Consideration/Discussion – Play Academy Fitness & Camp Program**

This item was an addition to the agenda.

Referencing a handout, Mr. Haber stated there are two Agreements before the Board. The CDD received proposals from Play Academy to provide two different services; one of which is the summer camp and the other is for various activities or classes that would be available to residents of the community. These Agreements govern authorizing Play Academy to use the CDD's facilities for the classes and the summer camp.

Regarding compensation, Mr. Haber stated that the CDD will allow Play Academy to use the facilities and Play Academy will charge fees to the individuals who choose to use the services that are being offered. With both Agreements, the intent is to ensure that the requisite provisions are in place, as much as possible, to protect the CDD, such as indemnification and insurance.

Mr. Haber stated that the Agreements have not yet been provided to Play Academy so, to the extent that the Board would like to proceed with this, Staff's recommendation would be to approve the Agreements, in substantial form, and delegate authority to a Board Member to coordinate with Staff to negotiate the terms of the Agreements.

Mr. Haber stated, by virtue of the Board's approval, should it opt to approve one or both of the Agreements, it would be to authorize the use of the facilities and the Agreements in substantial form, under the terms described.

The Board and Staff discussed if the license and vendor agreements will work hand in hand, if the program will be open to patrons and/or residents, if the vendor will be managed by OnPlace, the CDD's policies pertaining to guests, the fee schedule, responsibility for damages and payment for services.

The consensus was to restrict the fitness and camp program to residents primarily and to guests secondarily, instead of non-patrons.

Mr. Kern and Mr. Haber responded to resident questions, as follows:

- The camp is an opportunity for parents to drop their children off during the day.
- There are two Agreements. With the Summer Camp Agreement, the intent is for OnPlace to manage the program. Payment for the camp is from the residents to the camp

operator. The other Agreement is for the company that offers the summer camp to provide various classes to residents, who would pay the company directly for the classes that they take.

➤ There is no exclusivity in the Agreements; other vendors could teach classes in the facility if approved by the Board.

Regarding residents being charged additional fees for the summer camp program, Mr. Kern stated this does not offset the events and the other services that OnPlace provides to the CDD. This is an entirely separate service for those interested in more focused classes and group activities.

On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, delegating Mr. Cornelison to coordinate with Staff to modify the Agreements, giving participation priority to residents and their guests, in substantial form, and authorizing the Chair to execute both Agreements. was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Haber stated that the due date to file Form 1 is July 1, 2024. The emailed link from the Commission on Ethics that will allow Board Members to file Form 1 electronically should be forwarded in May.

B. District Engineers: Dominion Engineering Group, Inc.

There was no report.

▪ Lifestyle Director: OnPlace, LLC

This item, previously Item 5D, was presented out of order.

Ms. Boyer stated an app with all the activities on the premises was launched. She urged everyone to download the app at their convenience. She discussed OnPlace policy changes regarding reserving the patio, renting the Amenity Center and the pool rules.

Mr. Torres stated the modified OnPlace Policy will be included in the next agenda.

Mr. Torres stated a draft Fiscal Year 2025 budget will be presented for Board consideration at the next meeting.

C. Property Manager: Castle Group

There was no report.

D. Lifestyle Director: OnPlace, LLC

This item was presented following Item 5B.

E. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: April 18, 2024 at 3:00 PM**
 - **QUORUM CHECK**

Supervisors Kern, Bock, and Cornelison confirmed their attendance at the April 18, 2024 meeting. Supervisor Odom might attend.

SIXTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SEVENTH ORDER OF BUSINESS

Public Comments

Resident Debra Maceri voiced her belief that non-residents are accessing the community to use the pickleball courts and trespassers jump over the gate to use the pool, the gym, etc. In her opinion, security is an issue. She asked if a decision has been made about resident ID cards.

A resident stated that the dog park does not have a lock. The resident asked about calling law enforcement, prosecuting violators and installing "No Trespassing" signs to deter non-patrons from accessing the community.

Mr. Kern stated that the Board is aware of security issues and is working on them.

Resident Dina Rimi stated she would like to teach arts and craft classes in the Amenity Center and asked about the rules for applying to be a monthly vendor.

Regarding Amenity opportunities, Mr. Haber stated it is a decision for the Board. This Board will choose vendors that it believes will offer a service that is of interest and a benefit of to the residents in the community.

Discussion ensued regarding OnPlace vendors, resident vendors, first-come first-serve and the summer activity schedule.

Mr. Kern stated Ms. Rimi can submit an application and the Board will review it for consideration.

Resident Keith Howard voiced his hope that the Board will expedite consideration of increasing security in the areas that were previously mentioned. He asked if residents can access the contract between GreenPointe and OnPlace, questioned which entity financially benefits from residents renting out the patio and asked if GreenPointe and the CDD have effectively given OnPlace the authority to make all decisions about what happens at the Amenity Center.

Mr. Kern asked for the status of the lock. Mr. Molineaux stated two locks were purchased but did not fit the door and frame. Staff must utilize insured, qualified vendors and is seeking a vendor to resolve the issue, which might cost over \$1,000.

Mr. Kern stated there will be no policy changes at today's meeting. He urged residents to remain involved, review the policy changes when they are distributed and voice their views at the meetings. The fees collected for rentals go into the Operations and Maintenance General Fund for the operations of the community. The Agreement between GreenPointe and OnPlace is available but is not posted on the website. Mr. Torres will give a copy of the Agreement to Mr. Howard.

Resident Patty Rubin asked about the non-resident patrons and about the pond maintenance schedule. Mr. Torres stated there are no non-resident patrons, the ponds are maintained monthly and all field operations matters are handled by Mr. Molineaux.

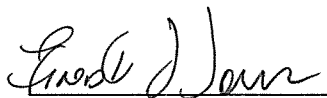
Resident Tracy Evans asked who is responsible for mowing the berm.

Mr. Kern stated the HOA is responsible for pond bank maintenance, not the CDD. In Tributary, the HOA policy is that homeowners maintain the portions of the pond banks adjacent to their property.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the meeting adjourned at 4:08 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair