

MINUTES OF MEETING
THREE RIVERS
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Three Rivers Community Development District was held on Tuesday, November 19, 2019 at 1:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Boulevard, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

Liam O'Reilly	Chairman
Blake Weatherly	Supervisor
Rose Bock	Supervisor

Also, present were:

Jim Perry	District Manager
Jennifer Kilinski	District Counsel
Bill Schaefer	District Engineer
Lauren Gentry	Hopping Green and Sams

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Perry: There are no members of the public in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes of the September 9th
and September 26th, 2019 Meetings

Mr. Perry: Are there any comments, corrections, or additions to the minutes?

Hearing none, asks for motion.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, the Minutes of the September 9th and September 26th 2019 Meetings, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-01, Ratifying Actions in Regards to the Series 2019 Bonds

Mr. Perry: This is just a standard form resolution formally recognizing the district’s issuance of the bonds and the actions of the Chairman.

Ms. Kilinski: The only caveat to that is there was a small tweak to the Supplemental Engineer’s Report, which we’ve articulated in Section 3 and attached the Engineer’s Report that was finally adopted. I am just bringing that to your attention. They were very small changes.

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor, Resolution 2020-01 Ratifying Actions in Regards to the Series 2019 Bonds, was approved.

FIFTH ORDER OF BUSINESS

Ratification of ELM Work Authorization No. 1

Mr. Perry: This next item is ratification of ELM Work Authorization No. 1 and that is included in your agenda package. That has been signed and this is just a ratification of that.

On MOTION by Mr. O’Reilly seconded by Ms. Bock with all in favor, ELM Work Authorization No. 1, was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Biotech Work Order No. 1

Mr. Perry: Next is the consideration of Biotech Work Order No. 1. That’s included in your agenda package for approval. I believe this is all on an hourly basis but there are some not-to-exceed amounts for certain tasks.

On MOTION by Mr. O’Reilly seconded by Mr. Weatherly with all in favor, Biotech Work Order No. 1, was approved.

SEVENTH ORDER OF BUSINESS

Discussion of Invoice from Dominion Engineering Group, Inc

Mr. Perry: Next is the discussion of invoice from Dominion Engineering Group, Inc and that was included in the agenda package. That was a total of \$406,850 but that will be considered

under requisition #4. It has already been processed. So, with that I think there were some additional items with Dominion that we wanted to get addressed today.

Ms. Kilinski: I don't know if you have a copy of that with you but we had received an invoice for offsite water main final development plan, construction plan modifications, the unit six design, and FEMA work in the total of I think \$188,900 that we would like the board to consider today. I can go through each invoice line item or Bill is here to answer any specifics about any of the scopes, but the total would be \$188,900.

Mr. O'Reilly: I think this was the one that maybe needs a work authorization?

Ms. Kilinski: Yes, we will draft a normal work authorization with it. So, you would be approving the amount subject to the typical work authorization being drafted and attached.

Mr. Weatherly: What was the total again?

Ms. Kilinski: \$188,900.

Mr. O'Reilly: So, is that the invoice or is that the total proposal?

Mr. Schaefer: That's the total effort. I think the invoice today was somewhere around \$36,000 to \$37,000.

Mr. Weatherly: So, what was this one? This one says \$406,000?

Mr. Schaefer: That was for the work or the design of Phase 1A activities including the water management district permit, JEA and Nassau County.

Mr. O'Reilly: So, this is just a summary of what was already paid today?

Mr. Perry: Right.

Mr. O'Reilly: Then the next one would be work authorization 2 and then you have the first invoice of work authorization 2? Which is what you just mentioned?

Ms. Kilinski: Yes, correct.

Mr. Perry: I think it is here, \$21,580 is work authorization 2.

Mr. O'Reilly: Well the work authorization would be for the whole thing and that would just be invoice number 1.

Mr. Schaefer: Yes, so there have been two invoices under that. One for \$34,000 and one for \$21,500.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor, of invoice from Dominion Engineering Group, Inc, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Requisitions (2-5 & 7-16)

Mr. Perry: Number eight is the ratification of a number of requisitions. I am going to read them out quickly.

- Requisition 2 - \$1,003,866.14 Core & Main
- Requisition 3 - \$35,640.14 ELM
- Requisition 4 - \$406,850 Dominion Engineering
- Requisition 5 - \$2,770 Dominion Engineering
- Requisition 7 - \$750 Clary Associates
- Requisition 8 - \$499,231.65 Vallencourt
- Requisition 9 - \$2,950 Dominion Engineering
- Requisition 10 - \$5,988.89 ELM
- Requisition 11- \$3,995.25 Dominion
- Requisition 12 - \$2,3067 Hopping Green & Sams
- Requisition 13 - \$2,9026 Hopping Green & Sams
- Requisition 14 - \$34,000 Dominion Engineering
- Requisition 15 - \$3,187.12 Rinker Materials
- Requisition 16 - \$11,301.04 Rinker Materials

Ms. Kilinski: Then just today we received this log, it looks like requisitions #17 through 24.

Mr. Schaefer: We've submitted those for signature copies to Jim and to Liam for signature and approval. I've reviewed them and felt they were consistent with what they were being charge against and signed.

Mr. Perry: I guess if we can just go ahead and ratify these and then approve the 17-24

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor, Requisitions (2-5 & 7-16), were ratified.

Mr. Perry: I will go over requisitions #17 through 24 for approval.

- Requisition 17 - \$160,874 Standard Precast
- Requisition 18 - \$21,580 Dominion Engineering
- Requisition 19 - \$1,446,218.26 Vallencourt
- Requisition 20 - \$27,320.82 ELM
- Requisition 21 - \$2,179 Standard Precast
- Requisition 22 - \$506 Hopping Green & Sams
- Requisition 23 - \$11,700 Standard Precast

- Requisition 24 - \$2,009.67 Hopping Green & Sams

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Requisitions #17 through 24, were approved.

NINETH ORDER OF BUSINESS

Consideration of Resolution 2020-03, Amending the General Fund and Debt Service Fund Budget for Fiscal Year 2019

Mr. Perry: At the end of the year we go through and amend the budget to reflect pretty close to what is actually occurred during the year. The biggest change in this budget was when we adopted the budget, we didn't have the issuance of the bonds. That is really the bulk of what this amendment is, it is related to the Series 2019 bonds.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Resolution 2020-03 Amending the General Fund and Debt Services Fund Budget for Fiscal Year 2019, was approved.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2020-04, Setting a New Date for Rulemaking Hearing

Mr. Perry: The date related to that would be January 21st, 2020.

Mr. O'Reilly: So is that out normal CDD meeting? Same day?

Mr. Perry: Yes.

Ms. Gentry: It's to adopt the user rate as well.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Resolution 2020-04, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Kilinski: I have nothing further to report. Wes will be back in December. I would expect that he will be at the next meeting.

B. District Engineer

Mr. Schaefer: We are visiting the site and construction is going on. It is moving along well. No issues on the site construction. When we do a visit, we prepare a site inspection report and send it out for review and distribution, including to the contractor. Other than that, we are doing some modifications to the plan sets, some visionary changes. We are updating it. There is plenty of stuff for us to do and I have nothing else to report.

TWELFTH ORDER OF BUSINESS Financial Statements as of October 31, 2019

Mr. Perry: You have the balance sheet as of October 31st and that statements of revenues and expenditures. It's just one month so there is not much activity.

THIRTEENTH ORDER OF BUSINESS Approval of Funding Request:

A. FY2019-No. 9

Mr. Perry: This is related to fiscal year 2019 and that's for \$5,575.

B. FY2020-No. 1 & No. 2

\$5,344.90 and the second being for \$5,393.62 and included with those is the backup to the funding request.

Mr. Perry: No. 1 totals \$5,344.90 and No. 2 totals \$5,393.62. Included with those is the backup to the funding request.

On MOTION by Ms. Bock seconded by Mr. O'Reilly with all in favor, Approval of Funding Request FY2019-NO.9 and FY2020 No. 1 & No. 2, was approved.

FOURTEENTH ORDER OF BUSINESS Supervisors' Request and Audience

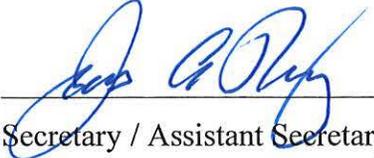
Mr. Perry: Are there any requests? Hearing none,

FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting-December 17, 2019 at 1:00 p.m. at the Amelia Walk Amenity Center

Mr. Perry: The next scheduled meeting is December 17th in this location.

SIXTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman