

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, December 17, 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
Mike Taylor	Vice Chairman
Blake Weatherly	Supervisor
Rose Bock	Supervisor
Grady Myers	Supervisor (<i>via phone</i>)

Also, present were:

Jim Perry	District Manager
Wes Haber	District Counsel (<i>via phone</i>)
Bill Schaefer	District Engineer

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 November 19,
2019 Meeting

Mr. Perry: Are there any comments, corrections, or additions to the minutes? Hearing none,

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor, the Minutes of the November 19, 2019 Meeting, was approved.

Mr. Weatherly joined the meeting.

FOURTH ORDER OF BUSINESS

Consideration of Work Authorization No. 2 from Dominion Engineering Group for Additional Work Related to Phase 1A Units 1 & 2

Mr. Perry: I believe a copy of this is in your agenda package.

Mr. O'Reilly: Bill, correct me if I am wrong, I think this is the one that we already approved but this should be a ratification?

Mr. Schaeffer: Yes.

Mr. O'Reilly: It has revisions in Phase 1A and then also the addition of Unit 6 the design. I believe this one was a late addition to the agenda at the last meeting, but it wasn't included in the packet. Is it an approval or ratification?

Mr. Schaeffer: I would just approve it just to make sure. Reapprove it.

On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor, Work Authorization No. 2 from Dominion Engineering Group for Additional Work Related to Phase 1A Units 1 & 2, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Qualifications for Landscape Architectural Services

Mr. Perry: In regards to that we had received one proposal from Candace Long Brewer, a local here in Callahan, Florida. After my quick review there was a number of questions related to that and we also expected to receive more than one proposal. Based upon where we are, I am asking the board to reject this proposal and authorize staff to re-advertise for the project qualifications.

On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor, Authorization to Re-advertise Landscape Architectural Services, was approved.

Ms. Bock: Will you advise her that she was rejected?

Mr. Perry: Yes, we will provide her a notice.

Mr. Haber: Jim, If you want to send me a copy or I will be happy to draft it, but we will want to make sure that it has the protest language in it. Just so you get that clock ticking on the amount of time to protest. I am not worried that she will protest or that she has any validity to any claim for protest, but we just want to get that out in the time period.

Mr. Perry: Sure, will do.

SIXTH ORDER OF BUSINESS

Authorization to Publish RFQ for Geotechnical Services

Mr. O'Reilly: Just for clarification this is for some additional borings for that Unit 6 design and also some draw down analysis in order to value engineer the plans to reduce some of the cutoff wall that originally planned on being constructed. Our hope is that with this analysis the district can save a little money and not have to do as much cutoff wall.

Mr. Taylor: Who was the original Geotech writer for that area? Do we have one?

Mr. O'Reilly: There are a few that's worked on the project but most recently its ECS.

Mr. Schaeffer: Historically there were three that worked on the project; Ages, Universal, and Legacy.

Mr. O'Reilly: Remember this is just an RFQ to advertise and then we will get qualifications back and then we will select one based on the RFQ responses.

Mr. Perry: A motion to publish?

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor, Authorization to Publish RFQ for Geotechnical Services, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Work Authorization No. 2 from ELM for Ongoing Design Consultation for Phase 1- Model Village Design Consultation

Mr. Perry: I believe the fees were approximately \$33,700 or \$33,200, I don't remember which.

Mr. O'Reilly: I'll make a motion to approve this in substantial form with maybe a not-to-exceed of \$50,000. There are some revisions, some scope items that we probably want to revise. Not anything of substantial material differences, but something that would affect the dollar

amount. So, I make a motion not to approve with a not-to-exceed of \$50,000. Each of the tasks are also individually not-to-exceed amounts. Just as ongoing design services.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Consideration of Work Authorization No. 2 from ELM for Ongoing Design Consultation for Phase 1- Model Village Design Consultation, was approved in substantial form.

EIGHTH ORDER OF BUSINESS

Ratification of Requisitions (25 & 26)

Mr. Perry: I believe Requisition 25 was with Rinker for approximately \$4,200 (\$4,231.92) and 26 was with Vallencourt I believe it was about \$316,000 (\$316,086.93).

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Requisitions 25 & 26, were approved.

NINETH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber: I don't have anything specific other than to let folks know I am back, if they have any questions don't hesitate to shoot me an email or give me a call. If anybody has any questions today I am happy to address them.

B. District Engineer

Mr. Schaefer: I have nothing to report other than onsite construction is moving along well.

Mr. O'Reilly: One thing I would like to ask the District Engineer. I think we got a late invoice for Core and Main, it's some of the direct material purchases.

Mr. Schaeffer: It was a summary invoice and we never received the invoices so we can't pay off of a summary. We have to pay off of individual invoices. We went back to Gabe and asked him to go ahead and get a copy of the individual invoices and they were sent to us. Unfortunately, we were not in the email chain so we were not getting copies of those. Once we get the individual ones, we can compare them against the purchase order and then go ahead and issue payment.

Mr. O'Reilly: Since we already have the master direct purchase, Wes, as long as it's within the original schedule of values then the District Engineer and the Chair and manager we can approve in between.

Mr. Haber: Yes. I think that is accurate.

Mr. Schaeffer: We take the purchase order and then we compare every one of them to the purchase order items to make sure we aren't buying too much of any one thing. So, make sure it's all consistent.

TENTH ORDER OF BUSINESS

Financial Statements as of November 30, 2019

Mr. Perry: Just a couple months of activity so nothing really to discuss.

ELEVENTH ORDER OF BUSINESS

Approval of Fiscal Year 2020 Funding Request No. 3

Mr. Perry: Funding request No. 3 is included in your agenda package under item number 11. That is for \$12,062.53.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor, Funding Request No. 3, was approved.

TWELTH ORDER OF BUSINESS

Supervisors' Request and Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

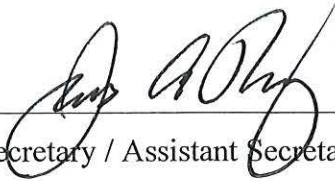
Next Scheduled Meeting - January 21, 2020 at 1:00p.m. at the Amelia Walk Amenity Center

Mr. Perry: The next scheduled meeting is January 21, 2020 and that also includes the hearing on Rule Making.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor, meeting was adjourned.



Secretary / Assistant Secretary



Chairman / Vice Chairman