

**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 18, 2021 at 3:00 p.m., at Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

Liam O'Reilly	Chair
Mike Taylor	Vice Chair
Rose Bock	Assistant Secretary
Blake Weatherly	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Wes Haber (via telephone)	District Counsel
Bill Schaeffer	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 3:05 p.m. Supervisors O'Reilly, Taylor, Weatherly and Bock were present, in person. Supervisor Miars was not present.

Mr. Weatherly stated he would like to resign from the Board. He would email District Staff confirming his resignation.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the resignation of Mr. Blake Weatherly, effective immediately, was accepted.

Mr. Wrathell asked for nominations to fill Seat 3; term expires November 2021. Mr. O'Reilly nominated Mr. Greg Kern. No other nominations were made.

On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the appointment of Mr. Greg Kern to Seat 3, term expires November 2021, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor**

This item was an addition to the agenda.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Kern. He provided and briefly explained the items in the New Supervisor packet to Mr. Kern.

SECOND ORDER OF BUSINESS**Public Comments**

There were no public comments.

THIRD ORDER OF BUSINESS**Consent Agenda**

Mr. Wrathell presented the Consent Agenda Items.

A. Ratification of Contract(s)/Proposal(s)/Change Order(s)/Purchase Order(s)/Requisition(s) *(support documentation available upon request)*

- I. ECS Florida, LLC, Proposal for Geotechnical Exploration and Engineering Services Tributary Water Main
- II. Requisition Number 1: Vallencourt Construction Co., Inc., [\$201,037.23]
- III. Requisition Number 2: Preferred Materials, Inc. [\$71,955.54]
- IV. Requisition Number 3: Auld & White Constructors, LLC [\$92,064.87]
- V. Requisition Number 4: Core & Main [\$151,065.79]
- VI. Requisition Number 8: Auld & White Constructors, LLC [\$302,735.10]
- VII. Change Order No.2: Auld & White Constructors, LLC [\$0.00]
- VIII. Change Order No. 3: Auld & White Constructors, LLC [\$0.00]

B. Consideration of Requisitions *(support documentation available upon request)*

- I. Number 5: Core & Main [\$5,418.40]
- II. Number 6: Dominion Engineering Group, Inc. [\$52,512.64]
- III. Number 7: Vallencourt Construction Co., Inc. [\$300,536.33]
- IV. Number 9: ELM Inc. [\$98,275.86]
- V. Number 10: Avid Trails, LLC [\$13,750.00]
- VI. Number 11: Bio-Tech Consulting, Inc. [\$1,680.00]
- VII. Number 12: Dominion Engineering Group, Inc. [\$18,352.75]

- VIII. Number 13: Hopping Green & Sams [\$240.00]
 - IX. Number 14: Rinker Materials [\$34,266.84]
 - X. Number 15: Auld & White Constructors, LLC [\$437,844.83]
 - XI. Number 16: ELM Inc. [\$52,445.54]
- C. Consideration of Change Order(s)
- Number 008: Infrastructure Project [\$3,740,523.39]

On MOTION by Ms. Bock and seconded by Mr. O’Reilly, with all in favor, the Consent Agenda Items, which were previously executed by the Chair, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for the Unit Six Infrastructure Project *(to be provided under separate cover)*

Mr. O’Reilly discussed the variances and listed the scores and ranking of the bids received for the Unit Six Infrastructure Project, as follows:

Vallencourt Construction Co., Inc.,	94.6 points	Ranked #1
Petticoat Schmitt Construction	94.0 points	Ranked #2
A.J. Johns	92.7 points	Ranked #3

On MOTION by Mr. O’Reilly and seconded by Mr. Kern, with all in favor, the bid ranking for the Unit Six Infrastructure Project ranking Vallencourt Construction Co., Inc., as the #1 ranked firm, with 94.6 points, Petticoat Schmitt Construction, as the #2 ranked firm, with 94.0 points, and A.J. Johns, as the #3 ranked firm, with 92.7 points, per the Chair’s recommendations, was accepted.

On MOTION by Mr. Taylor and seconded by Mr. O’Reilly, with all in favor, authorizing District Staff to prepare a form of Agreement with Vallencourt Construction Co., Inc., the #1 ranked firm, and authorizing the Chair or Vice Chair to execute the Agreement, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Tax Collector Uniform Assessment Collection Agreement

Mr. Wrathell presented the Tax Collector Uniform Assessment Collection Agreement with the Nassau County Tax Collector. The collection fee is not to exceed 2%.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, the Tax Collector Uniform Assessment Collection Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Agreement for District to Reimburse the Property Appraiser

Mr. Wrathell presented the Agreement authorizing the District to reimburse the Property Appraiser.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the Agreement for District to Reimburse the Property Appraiser, was approved.

Asked if he reviewed the Chair's ranking criteria for the infrastructure project, Mr. Schaeffer stated he had the opportunity to review all three proposals and did not disagree with any of the scores.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2021

Mr. Wrathell presented the Unaudited Financial Statements as of January 31, 2021.

On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the Unaudited Financial Statements as of January 31, 2021, were accepted.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes

- A. January 21, 2021 Regular Meeting**
- B. February 2, 2021 Special Meeting**

Mr. Wrathell presented the January 21, 2021 Regular Meeting and the February 2, 2021 Special Meeting Minutes.

On MOTION by Mr. Taylor and seconded by Ms. Bock, with all in favor, the January 21, 2021 Regular Meeting and the February 2, 2021 Special Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

Mr. Haber noted, for the record, that the construction proposals were provided to the Board Members, who each had an opportunity to independently review them and subsequently chose to accept the Chair’s recommended scoring.

B. District Engineer: *Dominion Engineering Group, Inc.*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: April 15, 2021 at 3:00 P.M.**
 - **QUORUM CHECK**

The next meeting will be held on April 15, 2021 at 3:00 p.m., unless cancelled.

TENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

A Board Member stated that he might not be able to attend the April 15, 2021 meeting.

ELEVENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. O’Reilly and seconded by Mr. Taylor, with all in favor, the meeting adjourned at 3:22 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary / Assistant Secretary

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Chairman / Vice Chairman