

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on November 17, 2022 at 3:00 p.m., at the Lookout Amenity Center, 76183 Tributary Drive, Yulee, Florida 32097.

Present were:

Liam O'Reilly	Chair
Mike Taylor (via telephone)	Vice Chair
Rose Bock	Assistant Secretary
Greg Kern (via telephone)	Assistant Secretary
Brad Odom	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Wes Haber	District Counsel
Bill Schaefer	District Engineer
Scott Wild (via telephone)	England-Thims & Miller, Inc. (ETM)
Michael Molineaux	Castle Group
Maureen Antonowski	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:10 p.m.

Supervisors O'Reilly, Bock and Odom were present. Supervisors Taylor and Kern attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors (the following will be provided in a separate package)

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Odom, who was elected at the Landowner’s Election held on November 8, 2022. The Oath of Office will be administered to Mr. Taylor and Mr. Kern before or at the next meeting. Mr. Odom was already familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Torres presented the results of the Landowners’ Election, as follows:

Seat 1	Brad Odom	1,137 Votes	2-year Term
Seat 3	Gregg Kern	1,138 Votes	4-year Term
Seat 5	Mike Taylor	1,138 Votes	4-year Term

Mr. Torres presented Resolution 2023.01.

It was noted that, until the Oath of Office is administered to Mr. Kern and Mr. Taylor, they may participate in today’s meeting as members of the public but they may not vote on any of the agenda items.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Torres presented Resolution 2023.02. Ms. Bock nominated the existing slate of officers, as follows:

Liam O’Reilly	Chair
Mike Taylor	Vice Chair
Craig Wrathell	Secretary
Brad Odom	Assistant Secretary
Gregg Kern	Assistant Secretary
Rose Bock	Assistant Secretary
Ernesto Torres	Assistant Secretary

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Ms. Bock and seconded by Mr. O’Reilly, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consent Agenda

Mr. Torres presented the following Consent Agenda items:

- A. Consideration/Ratification of Requisition(s): Construction Account (*support documentation available upon request*)**
 - I. Number 119, Preferred Materials, Inc. [\$9,971.94]**
 - II. Number 120: Vallencourt Construction Co., Inc. [\$195,156.99]**
 - III. Number 121: Preferred Materials, Inc. [\$26,223.12]**

- IV. Number 122: Dominion Engineering Group, Inc. [\$52,658.93]
 - V. Number 123: Vallencourt Construction Co., Inc. [\$154,959.87]
 - VI. Number 124: ECS Florida, LLC [\$750.00]
 - VII. Number 125: ELM, Inc. [\$2,077.50]
 - VIII. Number 126: Vallencourt Construction Co., Inc. [\$19,332.22]
 - IX. Number 127: Dominion Engineering Group, Inc. [\$33,087.50]
- B. Consideration/Ratification of Requisition(s): South Assessment Area (*support documentation available upon request*)
- I. Number 137: Bio-Tech Consulting, Inc., [\$202.50]
 - II. Number 138: Avid Trails LLC. [\$6,600.00]
 - III. Number 139: ELM, Inc., [\$2,077.50]
 - IV. Number 140: Kutak Rock LLP [\$722.50]
 - V. Number 141: Golf Coast Land Management, LLC [\$76,802.00]
 - VI. Number 142: England-Thims & Miller, Inc., [\$1,631.50]
 - VII. Number 143: England-Thims & Miller, Inc., [\$514.00]
 - VIII. Number 144: England-Thims & Miller, Inc., [\$3,040.50]
 - IX. Number 145: England-Thims & Miller, Inc., [\$1,376.50]
 - X. Number 146: England-Thims & Miller, Inc., [\$4,281.25]
 - XI. Number 147: Auld & White Constructors, LLC [\$20,581.71]
 - XII. Number 148: ECS Florida, LLC [\$9,200.00]
 - XIII. Number 149: England-Thims & Miller, Inc., [\$9,990.00]
 - XIV. Number 150: Kutak Rock LLP [\$720.00]
 - XV. Number 151: Vallencourt Construction Co., Inc. [\$319,241.06]
 - XVI. Number 152: ECS Florida, LLC [\$9,400.00]
 - XVII. Number 153: England-Thims & Miller, Inc., [\$7,472.50]
 - XVIII. Number 154: England-Thims & Miller, Inc., [\$10,668.00]
 - XIX. Number 155: England-Thims & Miller, Inc., [\$771.00]
 - XX. Number 156: England-Thims & Miller, Inc., [\$2,742.50]
 - XXI. Number 157: England-Thims & Miller, Inc., [\$620.00]

- XXII. Number 158: Vallencourt Construction Co., Inc. [\$236,637.14]
- XXIII. Number 159: Vallencourt Construction Co., Inc. [\$134,411.99]
- XXIV. Number 160: Vallencourt Construction Co., Inc. [\$587,4071.14]
- XXV. Number 161: Auld & White Constructors, LLC [\$159,402.24]

C. Ratification Items

- I. The ARCO Group, Inc., Statement of Work - Tributary Help Desk Support
- II. Southern Technologies of Jacksonville, Inc., HVAC Maintenance Proposal
- III. Turner Pest Control Amenity Center MPC Commercial Agreement/Set UP
- IV. Rinker Materials Purchase Order
- V. Forterra Pipe and Precast Purchase Order
- VI. Ferguson Waterworks Purchase Order

Requisition Numbers 120, 123 and 126, listed in Agenda Item 6A were deferred to the next meeting.

On MOTION by Mr. O’Reilly and seconded by Mr. Odom, with all in favor, the Consent Agenda Items, except Requisition Numbers 120, 123 and 126, were approved and/or ratified.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2022

Mr. Torres presented the Unaudited Financial Statements as of September 30, 2022.

On MOTION by Mr. O’Reilly and seconded by Mr. Odom, with all in favor, the Unaudited Financial Statements as of September 30, 2022, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of Minutes

Mr. Torres presented the following:

- A. August 31, 2022 Public Hearings and Regular Meeting
- B. September 15, 2022 Regular Meeting

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, the August 31, 2022 Public Hearings and Regular Meeting and the September 15, 2022 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

There was no report.

B. District Engineers: *Dominion Engineering Group, Inc. and ETM*

- **Consideration: Vallencourt Construction Co., Inc. Change Order and ECS Florida, LLC Proposal**

This item was an addition to the agenda.

Mr. Schaefer distributed and presented the Vallencourt Construction Co., Inc. Change Order for a net addition of \$140,007.04 to the contract and the ECS Florida, LLC \$2,600 proposal for subsurface exploration and geotechnical services for ratification.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, the Vallencourt Construction Co., Inc. Change Order for a net increase of \$140,007.04 to the contract, was ratified.

On MOTION by Mr. O’Reilly and seconded by Mr. Odom, with all in favor, the ECS Florida, LLC Proposal for geotechnical services associated with performing a palm berm utility test of Unit #16, in a not-to-exceed amount of \$2,600, was ratified.

Mr. Schaefer stated that construction is ongoing, Units 5 and 6 are almost complete; the County and Utility Acceptance records are being reviewed.

C. Property Manager: *Castle Group*

Mr. Molineaux reported the following:

- The Fall Festival event last weekend was successful.
- Holiday decorations will be installed this week.

➤ The Holiday event is scheduled for December 17, 2022; a professional photographer will be on site. The event will be announced in the newsletter.

D. Lifestyle Director: Gina Maloney, Castle Group

Management was directed to remove Ms. Maloney’s name from future agendas.

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

- **NEXT MEETING DATE: December 15, 2022 at 3:00 PM**
 - **QUORUM CHECK**

The next meeting will be held December 15, 2022, unless cancelled.

TENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

Resident Maureen Antonowski asked when the areas designated as green space or small parks are expected to be landscaped. Mr. Kern stated that irrigation work is underway, as of today. Mr. O’Reilly stated the area being developed as Unit 6 will be sodded and landscaped under the same contract; he expects all work to be completed within the next couple of weeks.

TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, the meeting adjourned at 3:29 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair