

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on October 19, 2023 at 3:00 p.m., at the Lookout Amenity Center, 76183 Tributary Drive, Yulee, Florida 32097.

Present were:

| | |
|---------------------------|---------------------|
| Mike Taylor | Vice Chair |
| Gregg Kern | Assistant Secretary |
| Rose Bock | Assistant Secretary |
| Brad Odom (via telephone) | Assistant Secretary |

Also present were:

| | |
|-------------------------------|------------------------------------|
| Ernesto Torres | District Manager |
| Wes Haber (via telephone) | District Counsel |
| Bill Schaefer (via telephone) | District Engineer |
| Scott Wild (via telephone) | England-Thims & Miller, Inc. (ETM) |
| Michael Molineaux | Castle Group |
| Sharelle Boyer | OnPlace, Lifestyle Director |
| Samantha Keim | OnPlace |
| ShannaTalbert | Castle Group |
| Sarah Guzman | Castle Group |
| Joe Cornelison | GreenPointe Development, LLC |
| John Bilanin | Resident |
| Andrew Buttrill | Resident |
| Tony Morales | Resident |
| Mitch Rosenthal | Resident |
| Mike Jacob | Resident |
| Stephanie Rosenthal | Resident |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:00 p.m. Supervisors Bock, Taylor and Kern were present. Supervisor Odom was not present at roll call. Supervisor O'Reilly was not present.

SECOND ORDER OF BUSINESS

Public Comments

Resident John Bilanin asked about the changes to the Amended and Restated Disclosure under the Seventh Order of Business. Mr. Torres stated this will be explained during that agenda item.

Mr. Odom joined the meeting at 3:03 p.m., via telephone.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Liam O'Reilly
[Seat 2]; Term Expires November 2024**

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the resignation of Mr. Liam O'Reilly, was accepted.

FOURTH ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 2**

Mr. Kern nominated Mr. Joe Cornelison to fill Seat 2. No other nominations were made.

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the appointment of Mr. Joe Cornelison to Seat 2, was approved.

- **Administration of Oath of Office to Appointed 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. Joe Cornelison. Mr. Cornelison is 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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date

Mr. Taylor nominated the following slate:

| | |
|----------------|---------------------|
| Gregg Kern | Chair |
| Mike Taylor | Vice Chair |
| Rose Block | Assistant Secretary |
| Brad Odom | Assistant Secretary |
| Joe Cornelison | Assistant Secretary |

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer and Assistant Secretary Ernesto Torres remain unaffected by this Resolution.

On MOTION by Mr. Taylor and seconded by Mr. Kern, with all in favor, Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date, as nominated, was adopted.

SIXTH ORDER OF BUSINESS

Consent Agenda

A. Consideration/Ratification of Requisition(s): South Assessment Area (support documentation available upon request)

- I. Number 227: Auld & White Constructors, LLC [\$139,502.12]**
- II. Number 228: Rinker Materials [\$3,019.72]**
- III. Number 229: Bio-Tech Consulting, Inc. [\$375.00]**
- IV. Number 230: Auld & White Constructors, LLC [\$71,984.48]**
- V. Number 231: England-Thims & Miller, Inc. [\$7,648.00]**
- VI. Number 232: Bio-Tech Consulting, Inc. [\$4,300.00]**
- VII. Number 233: Auld & White Constructors, LLC [\$20,610.80]**
- VIII. Number 234: Auld & White Constructors, LLC [\$203,060.20]**

- IX. Number 235: Bio-Tech Consulting, Inc. [\$490.00]
- X. Number 236: Auld & White Constructors, LLC [\$101,616.37]
- B. Consideration/Ratification of Requisition(s) Refunding Bond, Series 2023 (support documentation available upon request)
 - I. Number 1: Ferguson Enterprise, LLC. [\$438,337.80]
 - II. Number 2: Vallencourt Construction Co. Inc. [\$114,425.64]
 - III. Number 3: Vallencourt Construction Co. Inc. [\$243,862.44]
 - IV. Number 4: Vallencourt Construction Co. Inc. [\$395,407.79]
 - V. Number 5: Vallencourt Construction Co. Inc. [\$898,516.23]
 - VI. Number 6: Rinker Materials [\$3,019.72]
 - VII. Number 7: Three Rivers Developers, LLC [\$3,141,064.71]
 - VIII. Number 8: Vallencourt Construction Co. Inc. [\$618,432.88]
 - IX. Number 9: Vallencourt Construction Co. Inc. [\$459,139.15]
 - X. Number 10: Vallencourt Construction Co. Inc. [\$408,743.35]
 - XI. Number 11: Rinker Materials [\$38,590.20]
 - XII. Number 12: SES Energy Services, LLC [\$1,600.00]
 - XIII. Number 13: England-Thims & Miller, Inc. [\$9,857.00]
 - XIV. Number 14: Ferguson Enterprise, LLC [\$112,544.64]
 - XV. Number 15: Vallencourt Construction Co. Inc. [\$552,972.72]
 - XVI. Number 16: Vallencourt Construction Co. Inc. [\$1,048,781.69]
 - XVII. Number 17: Vallencourt Construction Co. Inc. [\$243,617.85]
 - XVIII. Number 18: England-Thims & Miller, Inc. [\$15,245.75]
 - XIX. Number 19: Ferguson Enterprise, LLC [\$22,799.20]
- C. Consideration of Requisition(s): Series 2021B (support documentation available upon request)
 - I. Number 158: The Tree Amigos Outdoor Services, Inc. [\$35,990.00]
 - II. Number 159: Avid Trails, LLC [\$5,062.50]
 - III. Number 160: Dominion Engineering Group, Inc. [\$5,905.42]
 - IV. Number 161: The Tree Amigos Outdoor Services, Inc. [\$4,650.00]

D. Ratification Item(s)

- I. England, Thims & Miller, Inc., Work Authorization No 13 – Amendment 1, Tributary Units 8, 10 & 15 Landscape Architectural Services**

On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the Consent Agenda Items, were approved and/or ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken

Mr. Haber stated that this document was updated to reflect the most recent bond issue. In response to the earlier public comment, there were no changes to the Rules and Regulations and the improvements described in the document represent what was in the initial Engineer’s Report. Future updates can be made on the status of the various improvements closer to project completion. He requested approval in substantial form to reflect changes in the Board Members.

Mr. Taylor noted the statement about the fire station needs to be updated, as the County discussed this yesterday.

On MOTION by Mr. Taylor and seconded by Mr. Kern, with all in favor, the Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken, in substantial form and as amended to revise the Board slate of officers, and authorizing Mr. Odom to work with Mr. Haber’s office to clarify the language about the fire station and any other appropriate updates to the document, was approved.

EIGHTH ORDER OF BUSINESS

Discussion: Current Amenity Policies and Staff-Recommended Changes

This item was deferred to the next meeting to allow the Board Members time to review the redline changes. Comments should be emailed to Mr. Torres.

A resident asked if the Amenity Center can be locked when unattended to prevent teenagers from gathering there and possibly behaving inappropriately. Mr. Molineaux, Jamie and Ms. Boyer were asked to provide suggestions for the next meeting.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2023

This item was deferred to the next meeting, as another CDD’s financials were in the agenda.

TENTH ORDER OF BUSINESS

Approval of July 20, 2023 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the July 20, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineers: Dominion Engineering Group, Inc. and ETM**
- C. Property Manager: Castle Group**
- D. Lifestyle Director: OnPlace, LLC**
- E. District Manager: Wrathell, Hunt and Associates, LLC**

There were no District Counsel, District Engineers, Property Manager, Lifestyle Director or District Manager reports.

- **NEXT MEETING DATE: November 16, 2023 at 3:00 PM**
 - **QUORUM CHECK**

Supervisors Bock, Odom, Kern and Cornelison confirmed their attendance at the November 16, 2023 meeting. Mr. Taylor tentatively confirmed his attendance.

TWELFTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS**Public Comments**

Resident Tony Morales posed the following questions and concerns:

- He asked for Lakeview residents to be educated about the Amenity Center timeline for construction and clarifying if the CDD or HOA is responsible. It was noted that Lennar is constructing the Lakeview Amenity; work is anticipated to start before the end of the year.
- Regarding the CDD meeting time change and recent cancellation, he asked the Board adhere to the advertised meeting dates, as he believes certain residents change their schedules to attend the meetings. Mr. Torres stated that the last meeting was cancelled because a quorum could not be established because several Board Members were out of town.

Resident Mike Jacob asked when the CDD website is updated to reflect cancelled meetings, as he thinks it showed today's meeting as cancelled. It was noted that the annual meeting dates are posted on the website prior to the new fiscal year; cancellations are posted closer to the meeting date, as soon as known. Residents can email Mr. Torres rather than waiting for a meeting to communicate with the CDD.

Mr. Morales' questions, concerns and comments continued:

- He suggested accepting credit cards because return of resident Amenity Center reservation checks took longer than usual. It was noted that work on the process is underway; it is part of the Policies and Procedure changes.
- He asked why a resident cannot be employed by the CDD, HOA or Lifestyle Management. Mr. Haber stated that the CDD does not have employees; CDD contractors can employ CDD residents.
- As a former teen Counselor, he created a teen group for which approval is pending. He expressed his opinion that everyone needs to work together to develop activities for teens, such as teen night, basketball, volleyball, etc. Ms. Boyer was asked to work with Mr. Morales to come up with suggestions to be considered in future planning.

Resident Andrew Buttrill suggested flipping the pickleball courts 90 degrees or installing a screen above the fence to block the sun.

Resident John Bilanin posed the following questions and concerns:

- He asked when construction debris in the storm drains will be addressed; he reported it in July.
- He discussed a resident posting of photograph of recent fish kills in the retention ponds. It was noted the contractor completed inspections and might have missed that area. He was asked to identify the area on the map.

Mr. Torres reiterated that residents can email any CDD issues or questions to him. It was noted this is typically an ongoing issue during construction.

- He observed yard debris being dumped on CDD property near the DreamFinder and Lennar sections.
- He asked for an update on constructing the eastbound turn lane at the main entrance. It was noted that it will be constructed during construction of the second westerly entrance; it is still in the permitting period.
- He reported about several outsiders using the amenities and reserving seating. He asked what is planned to address residents not observing the two guest limit and any other Amenity Center rules. He thinks the facilities will not last if the rules are not enforced. It was noted this will be one of the policy revisions; however, enforcement is a challenge.
- He asked which entity, the CDD or HOA oversees Castle Group and monitors and enforces violations. It was noted that the CDD is responsible for all infrastructure and engaged Wrathell, Hunt and Associates, LLC (WHA) to manage the CDD. The HOA handles architectural control and hired Castle Group to manage the Amenity Center. The CDD also has an agreement with the HOA to manage certain CDD responsibilities. Residents can review the Organizational Chart posted on one of the websites.

Clarification was made that there are two separate HOAs, the Tributary HOA and the Lakeview HOA, which Lennar represents.

Resident Stephanie Rosenthal posed the following question and concerns:

- She reported a dead tree in the vacant lot abutting her residence. Mr. Molineaux stated he will inspect it after the meeting and have the landscaper address it.
- She reported solicitation signs in front of the empty lot, the preserves and mailbox areas. It was noted any signs on CDD property will be removed.

Resident Mike Jacob asked for additional stop signs at the corner of Spoonbill Lane and Estuary Way as he believes it is necessary to address children’s safety walking to school, due to excess speeding. The Engineer will research the request. Mr. Molineaux was asked to remind the Sheriff’s Department of its jurisdiction to enforce traffic violations occurring on CDD property.

FOURTEENTH ORDER OF BUSINESS

Adjournment

| |
|---|
| <p>On MOTION by Ms. Bock and seconded by Mr. Kern, with all in favor, the meeting adjourned at 3:42 p.m.</p> |
|---|

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair