

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on February 17, 2022 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 (via telephone)	Assistant Secretary
Greg Kern	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Wes Haber	District Counsel
Bill Schaefer	District Engineer
Scott Wild (via telephone)	England-Thims & Miller, Inc.
Michael Molineaux	Castle Group
Joe Cornelison	GreenPointe

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 3:07 p.m. Supervisors O'Reilly, Taylor and Kern were present, in person. Supervisor Bock was attending via telephone. Supervisor Miars was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

Mr. Wrathell presented the following Consent Agenda items:

- A. Consideration of Requisitions (*support documentation available upon request*)**
  - I. Number 31: ELM, Inc. [\$8,133.49]**
  - II. Number 48: Bio-Tech Consulting, Inc. [\$375.00]**

- III. Number 49: England-Thims & Miller, Inc. [\$73,720.01]
- IV. Number 96: Vallencourt Construction Co., Inc. [\$488,291.82]
- V. Number 97: Onsite Industries, LLC [\$23,855.00]
- VI. Number 100: Vallencourt Construction Co., Inc. [\$800,404.77]
- B. Ratification of Requisitions (*support documentation available upon request*)
  - I. Number 32: Florida Power & Light Company [\$406.88]
  - II. Number 33: Florida Power & Light Company [\$9,878.68]
  - III. Number 34: Hopping Green & Sams, PA [485.00]
  - IV. Number 35: Avid Trails LLC [\$6,400.00]
  - V. Number 36: Auld & White Constructors, LLC [\$8,833.20]
  - VI. Number 37: Bio-Tech Consulting, Inc. [\$3,000.00]
  - VII. Number 38: Bio-Tech Consulting, Inc. [\$3,225.00]
  - VIII. Number 39: England-Thims & Miller, Inc. [\$16,007.50]
  - IX. Number 40: England-Thims & Miller, Inc. [\$48,001.71]
  - X. Number 41: ECS Florida, LLC [\$1,500.00]
  - XI. Number 42: ECS Florida, LLC [\$1,200.00]
  - XII. Number 43: ELM, Inc. [\$5,529.68]
  - XIII. Number 44: England-Thims & Miller, Inc. [\$10,750.19]
  - XIV. Number 45: Auld & White Constructors, LLC [\$575,875.82]
  - XV. Number 46: Auld & White Constructors, LLC [\$456,736.41]
  - XVI. Number 47: JEA [\$28,398.04]
  - XVII. Number 50: The Tree Amigos Outdoor Services, Inc. [\$6,722.00]
  - XVIII. Number 91: Preferred Materials, Inc. [\$22,989.68]
  - XIX. Number 93: Bio-Tech Consulting, Inc. [\$877.50]
  - XX. Number 94: Vallencourt Construction Co., Inc. [\$601,604.89]
  - XXI. Number 95: Dominion Engineering Group, Inc. [\$6,465.00]
  - XXII. Number 98: Dominion Engineering Group, Inc. [\$5,440.00]
  - XXIII. Number 99: Kutak Rock LLP [\$1,140.00]
- C. Ratification of Nassau County Interlocal Agreement Regarding Certain Park Improvements

<p><b>On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the Consent Agenda Items, as presented, were approved and/or ratified.</b></p>
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**FOURTH ORDER OF BUSINESS****Consideration of Commercial Fitness Products Fitness Equipment Proposal**

Mr. Wrathell stated Mr. Taylor worked extensively on this item. He presented the Municipal Asset Management, Inc. (MAM), Lease Purchase Agreement and noted the down payment of \$31,877.22 would reduce the principal balance to \$127,508.89.

Mr. Taylor stated Commercial Fitness Products (CFP) is the vendor for the Fitness Center equipment; a detailed equipment list would be attached to the Lease Agreement to coincide with the order. He noted the Agreement would be presented for approval, in substantial form, as some items, primarily related to the non-tax-exempt status, are subject to negotiation with the leasing firm. He stated some items in the Lease Agreement require clarification; the four-year lease provides for a buyout at the end of the term.

Mr. Wrathell stated Mr. Haber received comments from the insurance carrier indicating that insurance coverage would be extended for full replacement value at the appropriate depreciated value.

Mr. Haber stated the document specifies that the CDD's interest payments to the lender are interest free, essentially treated similar to a bond issuance by the CDD, and treated as a tax-exempt issuance. As a result, Bond Counsel Peter Dame reviewed the document and submitted recommended changes to ensure the CDD does not run afoul of any federal tax laws that might impact the CDD's ability to issue bonds in the future. Once the revisions are made, the document would be presented for execution; today's approval should be in substantial form so that changes can be made, as necessary, to finalize the document.

Mr. Kern asked if there is a subsequent agreement with the vendor. Mr. Taylor presented the equipment lease proposal. Mr. Kern asked if there is a warranty period. Mr. Taylor stated he believed there is a three-year warranty. Mr. Kern asked if preventative maintenance is included. Mr. Taylor replied affirmatively.

Discussion ensued regarding the proposal and monitor replacement cost.

**On MOTION by Mr. Kern and seconded by Mr. O'Reilly, with all in favor, the Fitness Equipment Proposal Lease Purchase Agreement, in substantial form, and authorizing the Chair or Vice Chair to execute, was approved.**

**FIFTH ORDER OF BUSINESS****Consideration of Proposal for Stormwater Analysis**

Mr. Wrathell asked Mr. Wild if a Work Authorization for preparation of the Stormwater Needs Analysis Report was submitted. Mr. Wild replied affirmatively; it was recently sent but might not have been included in the agenda package. He stated Work Authorization Number 4, under England--Thims & Miller, Inc.'s contract, would include preparation of the state-mandated Stormwater Needs Analysis Report. The Report would cover the existing facilities and projected facilities for the next 20 years; it would be billed on an hourly basis with an estimated cost of \$10,000.

**On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, England-Thims & Miller, Inc., Work Authorization Number 4, to be billed on an hourly basis, with an estimated cost of \$10,000, and authorizing the Chair or Vice Chair to execute, was approved.**

**SIXTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of December 31, 2021**

Mr. Wrathell presented the Unaudited Financial Statements as of December 31, 2021. He noted that the negative balance related to the Series 2019 bonds, on Page 8, was because the funds were depleted; a retainage payable results in the negative balance.

Mr. Kern asked if that would be zeroed out when it is paid via Developer funding. Mr. Wrathell replied affirmatively.

Mr. Kern asked if the \$1.6 million Debt Service Reserve for the 2019A-1 bonds can be reduced now that more than 50% of the lots have closed. Mr. Wrathell stated he would check and advise accordingly.

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

Mr. Wrathell presented the December 16, 2021 Regular Meeting Minutes.

**On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the December 16, 2021 Regular Meeting Minutes, as presented, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Kutak Rock LLP***

There was no report.

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

There was no report.

**C. Property Manager: *Castle Group***

There was no report.

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

- **NEXT MEETING DATE: March 17, 2022 at 3:00 PM**
  - **QUORUM CHECK**

The next meeting would be held March 17, 2022, unless canceled.

**NINTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Mr. Kern asked for the future Consent Agenda items to be sorted by which bond account would fund each Requisition presented.

**TENTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, the meeting adjourned at 3:25 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair