

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on September 15, 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	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
Bill Delgado	Castle Group
Cameron Thomas	Castle Group
Lori Conrad	Castle Group
Doug Hill	Tree Amigos Outdoor Services

**Residents also present were:**

Michael Jakob	Adriana James	Tony Morales	Michael Carey
Keith Howard	Neyda Clark	Other Residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 3:01 p.m. Supervisors O'Reilly, Kern and Bock were present. Supervisor Taylor attended via telephone. Supervisor Odom was not present.

Ms. Bock stated there will be instances where the Board cannot provide a response to a public comment as it may require further research.

Mr. Kern stated there are two District Engineers because each worked on certain parts of the community.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

Mr. Torres presented the following:

- A. Consideration of Requisition(s): Construction Account (*support documentation available upon request*)**
  - I. Number 117: Dominion Engineering Group, Inc. [\$2,253.30]**
  - II. Number 118: Dominion Engineering Group, Inc. [\$45,917.66]**
- B. Consideration of Requisitions: South Assessment Area (*support documentation available upon request*)**
  - I. Number 128: England-Thims & Miller, Inc., [\$2,947.00]**
  - II. Number 129: England-Thims & Miller, Inc., [\$993.50]**
  - III. Number 130: England-Thims & Miller, Inc., [\$257.00]**
  - IV. Number 131: Kutak Rock LLP [\$1,563.20]**
- C. Ratification Items**
  - **The following Ratification items for the South Assessment Area were additions to the agenda:**
    - **Number 132: Auld & White Constructors, LLC [\$435,204.07]**
    - **Number 133: Auld & White Constructors, LLC [\$78,942.86]**
    - **Number 134: Golf Coast Land [\$257,783.00]**
    - **Number 135: Golf Coast Land [\$42,156.00]**
    - **Number 136: Bio-Tech [\$850.00]**
  - I. Requisitions: (*support documentation available upon request*)**
    - a. Number 116: Dominion Engineering Group, Inc. [\$24,301.80]**  
**Construction Account**

- b. **Number 127: Auld & White Constructors, LLC [\$361,061.02] South Assessment Area**
- II. **England, Thims & Miller, Inc. (ETM) Work Authorizations**
  - a. **No 10: Hydrologic and Hydraulic Analysis for Tributary Units 12 and 13**
  - b. **No 11: Mass Grading and Construction Document Preparation for Tributary Units 8, 10, 12 and 15**
  - c. **No 13: Landscape Architectural Services for Tributary Unit 6**
- III. **Auld & White Constructors, LLC Change Orders**
  - a. **No. 1: Tributary Regional Park**
  - b. **No. 2: Tributary Regional Park**
- IV. **ECS Florida, LLC Proposal for Subsurface Exploration and Geotechnical Engineering Services - Tributary Units 12 and 13 Ponds and VNB Areas**

**On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, the Consent Agenda Items, as presented, were approved and/or ratified.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Bio-Tech Consulting, Inc., Proposal No. 22-1772: Tributary – Permitting Units 16 & 17**

Mr. Wild presented Bio-Tech Consulting, Inc. Proposal No. 22-1772.

**On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, Bio-Tech Consulting, Inc. Proposal No. 22-1772 for environmental services associated with Tributary Permitting Units 16 & 17, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of England, Thims & Miller, Inc. (ETM), Work Authorization No. 12: 2022/2023 General Consulting Engineering Services**

Mr. Wild presented ETM Work Authorization No. 12.

On MOTION by Mr. O’Reilly and seconded by Mr. Kern, with all in favor, England, Thims & Miller, Inc., Work Authorization No. 12 for general consulting engineering services for Fiscal Year 2022/2023, in a not-to-exceed amount of \$10,000, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Southern Technologies of Jacksonville Proposal**

Mr. Taylor withdrew this item. It will be removed from future agendas.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

There was no report.

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

Ms. Schaefer stated various areas concerning stormwater ponding are being inspected.

ETM had no report.

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

Castle Group Representatives reported the following:

- Additional personal was added at no additional cost, in response to recent resident comments.
- A “Team Meet and Greet” evening event is scheduled for next Wednesday and a morning one will be scheduled in the near future.
- One mile of silt fencing and construction debris were removed from the ponds and the pond banks. Staff will continue monitoring the areas and will schedule it monthly, if necessary.  
Residents were advised to report violations of any type to Mr. Molineaux.
- Landscape: Mr. Doug Hill, of Tree Amigos Outdoor Services, was introduced. He will answer landscaping questions after the meeting.
- Builders: Dumpster activity increased since issuing over 24 violation letter and fines to the various builders, which were comprised of 100 separate violations.
- Responded to 30 VIZpin requests for access.

➤ Residents should expect violation letters in the near future and can be fined up to \$100 per day, just like the builders.

➤ Ms. Maloney resigned; filling her position is underway.

**D. Lifestyle Director: Gina Maloney, Castle Group**

Mr. Molineaux listed upcoming events that will be included in the newsletter and listed on the HOA community calendar, which is posted on the HOA website. He suggested residents visit the [threeriverscdd.com](http://threeriverscdd.com) website to review the Amenity Policies and Procedures and other informative information.

Ms. Maloney's name will be removed from future agendas.

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

- **NEXT MEETING DATE: October 20, 2022 at 3:00 PM**

- **QUORUM CHECK**

The next meeting will be held October 20, 2022.

**EIGHTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Mr. O'Reilly reported the following:

➤ Residents were asked to advise others about attending the CDD 101 tutorial that will be held on October 20, 2022 at 2:30 p.m. Mr. Torres and Mr. Haber will conduct this open format session.

➤ Several repairs and maintenance issues discussed in the last meeting were addressed. Drainage, fencing and sidewalk repair projects have already started or are about to start.

Mr. Kern reported the following:

➤ Mr. Kern, Mr. Molineaux and the Landscape Manager toured the community last week and identified areas for improvement, in response to prior public comments.

➤ Work on the sidewalks and landscaping on Estuary Way and in the pocket parks are now underway.

➤ The lake maintenance vendor is preparing an action plan to address algae buildup in the lakes.

- Castle Group manages two separate entities, the HOA and the Operations and Maintenance for the CDD. The organizational chart is posted on the website and was included in the new homeowner’s welcome packet.
- The HOA regulates builder and resident violation letters.
- The next HOA annual budget meeting will be scheduled for the end of October/early November.

Regarding the recently adopted Amenity Policy, Mr. O’Reilly stated that the outdoor area is not available for rental; it is for resident use only. He suggested residents review the policy posted on the CDD website.

**NINTH ORDER OF BUSINESS**

**Public Comments**

A resident asked about the upcoming event on the patio. Mr. O’Reilly stated GreenPointe is holding a private event next week to show the facility to their Staff. This is a one-time request.

Resident Michael Jakob asked who is responsible for landscape pond maintenance at the two vacant lots next to his home. He reported issues with one builder and its contractors leaving debris in front of his home. Mr. Kern stated the builders are expected to maintain the pond banks on empty lots. He spoke to the builder today to address both issues and believed they already received the violation notices on these matters.

Mr. Jakob stated the builder on the other side of the pond did not install a silt fence. Staff will address this matter.

Regarding lake bank maintenance responsibilities, resident Keith Howard voiced his opinion that the Builder Sales Representatives should provide potential buyers with the CNR, which is referenced in the sales contract, prior to execution. He just read it and felt that it may have impacted his purchase. He commended the various amenities, acknowledged there are some growing pains and encouraged residents to read the contract and post positive comments about the community to offset the negative Facebook post.

Resident Michael Carey stated he chose this community because of the vision and asked the Developer to fulfill the project, as promised.

Resident Tony Morales suggested installing first aid/defibrillator kits and asked if residents can engage Three Amigos to maintain their portion of the pond bank. Someone also suggested another vendor to obtain quotes from.

Resident Andriana James asked the Board to consider separating the CDD and HOA functions and Manager’s duties. Mr. Kern stated that Mr. Molineaux is the main contract and is supported by the Castle team. He suggested residents email Mr. Molineaux and Mr. Torres as they will ensure any concerns are addressed.

Resident Neyda Clark stated she chose this community and, although she is new to CDDs and HOAs, she is empathetic to resident frustrations when their issues are not being addressed timely. Regarding delays in closing, Mr. O’Reilly stated he is aware of her issue, which is with the builder, not the CDD. He will speak to her after the meeting.

A future resident asked if there are any restrictions on installing St. Augustine grass on the lake bank behind their residence. Mr. Kern replied no; it is encouraged.

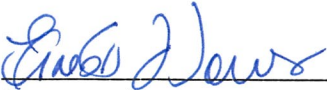
**TENTH ORDER OF BUSINESS**

**Adjournment**

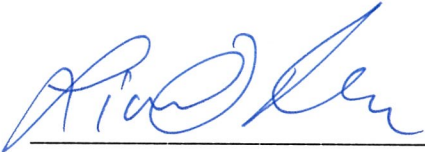
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. O’Reilly and seconded by Mr. Kern, with all in favor, the meeting adjourned at 4:04 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair