

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on January 16, 2025 at 3:00 p.m., at Florida State College at Jacksonville, Nassau Center, Building T, Nassau Room (T126), 76346 William Burgess Boulevard, Yulee, Florida 32097.

**Present were:**

Mike Taylor  
Rose Bock  
Joe Cornelison

Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Ernesto Torres  
Wes Haber (via telephone)  
Scott Wild (via telephone)  
Bill Schaeffer (via telephone)  
Nick McKenna  
Megan Maldonado  
James McMahon  
Shanin Baldwin

District Manager  
District Counsel  
District Engineer-England Thims & Miller  
District Engineer-Dominion Engineering Group  
Dominion Engineering Group  
GreenPointe Developers  
Castle Group  
Lifestyle Director

**Residents present:**

Ken Anderson	Sue Anderson	Jacky Fisher	Georgiann Koziana
Eduardo Renta	Tony Morales	Patty Carr	David Buchanan
Roger Lange	Kristi McKinney	Tim Carr	Penny Lord
Lina Carlson	F. Ricky Bergamo	Patti Rubin	Maureen Stanski
Stan Stanski	Jayne Gastineau	Nancy Sampson	Others

All resident and/or members of the public were not included in the minutes. If a speaker did not identify themselves or their name could not be heard on the audio, their name was not listed.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 3:02 p.m.

Supervisors Taylor, Bock and Cornelison were present. Supervisors Kern and Odom were not present.

**SECOND ORDER OF BUSINESS****Public Comments**

Mr. Torres explained the protocol for public comments.

No members of the public spoke.

**THIRD ORDER OF BUSINESS****Administration of Oath of Office to Newly Elected Supervisors (Joe Cornelison - Seat 2, Rose Bock - Seat 4) (the following to be provided in a separate package)**

Mr. Torres stated that the Oath of Office was administered to Mr. Joe Cornelison and Ms. Rose Bock prior to the meeting; both Supervisors are familiar with the following:

- A. Required Ethics Training and Disclosure Filing**
  - **Sample Form I 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**FOURTH ORDER OF BUSINESS****Consent Agenda**

Mr. Torres presented the following:

- A. Consideration/Ratification of Requisition(s): Refunding Bond, Series 2023**
  - I. Number 79: Doc Medics of Florida [\$46,110.00]**
  - II. Number 80: England-Thims & Miller, Inc. [\$68,456.44]**
- B. Ratification Item(s)**
  - I. Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date**

**II. BrightView Landscape Services, Inc. Landscape and Irrigation Maintenance Agreement**

**On MOTION by Mr. Cornelison and seconded by Mr. Taylor, with all in favor, the Consent Agenda Items, as listed and presented, were approved and/or ratified.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-03, Accepting the Certification of the District Engineer that the Series 2019 Project is Complete; Declaring the Series 2019 A-1 A-2 Project Complete; Finalizing the Special Assessments Securing the District's Series 2019 A-1 A-2 Special Assessment Bonds; Providing for a Supplement to the Improvement Lien Book; Providing for Severability, Conflicts, and an Effective Date**

This item was tabled.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of November 30, 2024**

**On MOTION by Mr. Taylor and seconded by Ms. Bock, with all in favor, the Unaudited Financial Statements as of November 30, 2024, were accepted.**

**SEVENTH ORDER OF BUSINESS**

**Approval of December 10, 2024 Special Meeting Minutes**

**On MOTION by Mr. Taylor and seconded by Mr. Cornelison, with all in favor, the December 10, 2024 Special Meeting Minutes, as presented, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: Kutak Rock LLP**
- B. District Engineers: Dominion Engineering Group, Inc. and ETM**

There were no District Counsel or District Engineer reports.

**C. Property Manager: Castle Group**

Mr. McMahon discussed the following activities over the last month and a half and in-house projects over the last six months that resulted in \$10,000 in cost savings to the CDD:

- Artwork and storage shelves were installed in the offices
- New umbrellas were installed on the pool deck.
- Citywide committed to keeping up with cleaning and janitorial services.
- Nassau Transportation committed to addressing the bus and the safety of students.
- Electrical outlets, two elliptical base units, pool rings and golf course signs were replaced.
- The dog park wipe dispenser, the fitness center gate, dog park gate and damaged column were repaired,
- A part needed to repair the leak at the pool is on order; once repaired, the fountains can be turned on.
- Soil at the pool equipment enclosure is being tested.
- Annuals were planted and the grass near the Pond 10 and 15 banks was cut.

Mr. McMahon presented the gate access count and discussed plans to schedule a Town Hall meeting once the County executes and the Board approves the Memorandum of Understanding (MOU) on traffic enforcement. He discussed the recent golf course accident and an uptick in police presence.

**D. Lifestyle Director: OnPlace, LLC**

Ms. Baldwin voiced her opinion that all the holiday events were great and she is looking forward to utilizing the outdoor facilities for the upcoming spring events. She thanked everyone for being so welcoming to her.

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

- **NEXT MEETING DATE: February 20, 2025 at 3:00 PM**
  - **QUORUM CHECK**

**NINTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Mr. Taylor asked Staff to make sure the pool's annual operating permit is renewed timely.

- **Consideration of BrightView Landscape Services, Inc. Proposal**

**This item was an addition to the agenda.**

Mr. McMahon and Ms. Maldonado presented the BrightView proposal for the first annual color flower rotation throughout the community.

**On MOTION by Mr. Taylor and seconded by Ms. Bock, with all in favor, the BrightView Landscape Services, Inc. Proposal for annuals, in a not-to-exceed amount of \$6,589, was approved.**

**TENTH ORDER OF BUSINESS****Public Comments**

Resident Nancy Sampson asked what is planned for the parcel on Pondside Lane, next to her home, which is filled with construction debris and overgrown vegetation, all of which is visible from the entry gate. Mr. Cornelison stated he will ask the builder to remove the construction debris.

Regarding a rumor of installing a walkway, Mr. Cornelison stated that he knows nothing about it. The Development Plan for the tract is in the permitting and engineering stage and, once finalized with the County, he expects to have landscape plans within the next three to four months.

A resident who resides across from the Lakeview Amenity Center asked if there are plans to street sweep once the lake house area is cleaned up. She was directed to contact the Lakeview HOA Board, as this is not a CDD matter.

Resident David Buchanan asked if there is any resolution regarding vehicles parking on the street. Mr. McMahon stated that the POA entered into an Agreement with the CDD to contract with the County to engage off-duty officers to enforce traffic laws on CDD roads. He hopes the increased police presence will decrease the problems; enforcement excludes street parking unless the vehicle is illegally parked.

Resident Jayne Gastineau voiced her opinion that there is a disconnect on the running/walking path, as there is sod in some area and not in others. She asked if the project is completed. It was noted that there are plans to expand the trail system sometime; the

Developer's sole interest is to deliver what the vision is to its residents, which is connecting trails to the neighborhoods in phases. Delays are because the County is inundated with permit applications and is understaffed.

Discussion ensued regarding the various types of trails and which require a permit, the plans for a mix of nature trails and boardwalks and breaking the Master Plan down into three phases, with Phase 1 starting at the Amenity Center and then working back into the community.

Resident Eduardo Renta asked if the Lakeview Amenity Center is part of the CDD and, if so, how it will impact CDD assessments. He asked for the bond assessment amount for his lot and if it can be paid off and, if so, what the new CDD assessment amount will be. Mr. Torres stated that the HOA assesses all Lakeview homes that have sole access to the Lakeview Amenity Center and the CDD assesses for the Fitness Center, pool, parks, etc. If the bond debt is paid off in full, the property owner will still be responsible for paying the Operations and Maintenance (O&M) portion of the CDD assessment.

Resident Kristi McKinney asked if the County has the permit application for the Phase 1 portion of the trails and, if so, when it was submitted. Mr. Taylor stated it was submitted in the third quarter of last year; County approval of the plan is pending.

Resident Ken Anderson asked if the information about bidding the trail project late last spring or early summer is true; what the land that the Tributary Community Center cleared will be used for and when; and who is responsible for road maintenance and retaining walls in Lakeview. Board Members and Staff stated that the first bid responses probably exceeded what was anticipated, which necessitated re-bidding the project and extends the timeline. The tentative plans are to clean up the area and make it an open field for now; there are no plans to fence the entire perimeter of Lakeview. The CDD maintains the pavement and the District Engineer signs off on completion of the design specifications.

Resident Sue Anderson asked if there are plans to install a crosswalk at Lilly Pond and Sunberry Drive. It was noted that there are no plans for a crosswalk. Mr. Schaeffer will be asked to inspect the area and report his findings at the next meeting.

Resident Tim Carr voiced his opinion that a turning lane is needed for vehicles entering the main entrance from the west. He asked for fountains and lighting be installed in the ponds.

It was noted that the turning lane request would require a traffic study and approval from the Florida Department of Transportation (FDOT).

Resident F. Rickie Bergamo asked where the trails would be located. Mr. Taylor stated he did not want to commit to an area until the plans are approved because of the multiple iterations that occurred over the course of the bidding and permit process.

A resident suggested the CDD send residents quarterly status updates on the trail project. He asked for the Lifestyle Director's plans to provide activities for older adults. Mr. Taylor stated he will ask the Marketing Department to work on materials and speak to GreenPointe representatives to make sure communication to residents improves. Ms. Baldwin stated she is open to considering the resident's suggestions but they should be submitted to the Lakeview HOA because the Lifestyle Program and activities in the age-restricted community are separate from the other Amenity Center.


Resident Maureen Stanski suggested planting bushes at the post office on Sunberry Lane to prevent the area from flooding. Mr. Taylor stated that BrightView will submit suggestions for that area and, if it does not address the issue, the District Engineer will inspect the area to ensure the area is draining properly. Mr. McMahon stated that two problems exist, which are filling the hole with something and stopping people from parking there.

**ELEVENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Cornelison and seconded by Ms. Bock, with all in favor, the meeting adjourned at 4:02 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair