

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

The Board of Supervisors of the Three Rivers Community Development District held a Regular Meeting on May 15, 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:

Gregg Kern
Rose Bock
Mike Taylor

Chair
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Felix Rodriguez
Wes Haber
Bill Schaeffer (via telephone)
Nick McKenna
James McMahon
Megan Maldonado
Shanin Baldwin
Sami Keim (via telephone)
Keith Howard

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel
District Engineer-Dominion Engineering
Dominion Engineering Group
Castle Group
GreenPointe Developers
Lifestyle Director
OnPlace, LLC
Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 4:00 p.m. Supervisors Taylor, Bock and Kern were present. Supervisors Cornelison and Odom were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Torres presented Resolution 2025-06 and the proposed Fiscal Year 2026 budget. Overall, Developer contributions increased while homeowner assessments remain the same as in Fiscal Year 2025. This will be the third year keeping assessment levels flat, year-over-year.

Mr. Kern asked Ms. Maldonado if the proposed Fiscal Year 2026 budget is sufficient. Ms. Maldonado replied affirmatively; she is looking to update the Assessment Schedule.

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 23, 2025 at 2:00 p.m., at Florida State College at Jacksonville, Nassau Center, Building T, Nassau Room (T126), 76346 William Burgess Boulevard, Yulee, Florida 32097, subject to availability, otherwise at the Amenity Center; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

On MOTION by Mr. Taylor and seconded by Mr. Kern, with all in favor, Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

On MOTION by Ms. Bock and seconded by Mr. Taylor, with all in favor, Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Dominion Engineering Group Change Order #1 [Tributary 16A]

Change Order #1 is from Jax Utilities Management Inc., not Dominion Engineering.

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, Jax Utilities Management, Inc., Change Order #1 for Tributary 16A, was approved.

SEVENTH ORDER OF BUSINESS**Discussion: Amenity Policies**

A. Consideration of Resolution 2025-09, Designate the Date, Time and Location of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Amenity Facilities; and Providing an Effective Date

Mr. Torres distributed and presented a redline version of Staff's proposed changes to the Rules Relating to the Amenity Facilities and Exhibit. This was also emailed to everyone.

Mr. Haber stated that Exhibit A depicts non-parking areas and Exhibit B depicts the parking lot and other areas in the community that allow parking but only in accordance of the Rules; the actual site plans will be presented at the Public Hearing.

Regarding parking in bike lanes or a right-of-way (ROW), Mr. Haber offered the following:

- Option I: Install "No Parking in Bike Lane" signs or add language in the Declaration of Covenants and Restrictions prohibiting parking on roadways. The HOA and CDD would need to enter into an Agreement whereby the CDD does not object and consents to the HOA enforcing its Covenants on CDD roadways. The HOA can fine violators and impose penalties but cannot tow.
- Option II: Issue a Memorandum of Understanding (MOU) on traffic enforcement. The Sheriff might only be able to enforce the County's law, which is not consistent with the MOU language about traffic enforcement that would allow towing in the CDD's bike lane or ROW.

Mr. McMahon suggested installing signs limiting parking at the mailbox parking lanes.

- Amenity Policy 2D Parking and Vehicles: Language was added to prohibit non-street-legal golf carts to address usage by underage students who are driving their golf carts to the Amenity Center and retrieving them after school.

Mr. Kern proposed changing the language regarding non-street legal use of motorized vehicles and replacing residents with patrons.

Discussion ensued regarding addressing e-bikes/motorized vehicles on sidewalks/multi-use paths, use of scooters and e-blasting reminders about the dangers of operating motor vehicles on sidewalks.

Mr. Kern asked Staff to ask the Sheriff if traffic laws allow them to enforce no motorized vehicles on sidewalks and multi-use paths. Regarding the Traffic Enforcement MOU, Mr. Eber

stated the MOU was placed on the County Commission's May 21, 2025 agenda. The Sheriff expects to receive the fully signed MOU shortly thereafter. Once finalized, a Town Hall meeting will be scheduled with the Sheriff the Fire Departments in attendance to educate residents.

Ms. Bock asked for the Sheriff to address the issue of golf cart use at the Town Hall, including making their golf carts, scooters, GoPeds or motorcycles street legal and e-bike use.

Resident Keith Howard suggested the following:

- Use the recently cleared space by the Amenity Center for all the parking issues just discussed, rather than as overflow parking or accommodating a tent as originally intended.
- Add a pavement symbol at the lane around the roundabout exiting the neighborhood, so residents do not misconstrue it as a golf cart, bicycle or parking lane.
- Taking his suggestion into consideration before finalizing the Rules, as he thinks it will create a lot of issues. He thinks the Board should reconsider the golf cart rules or expect push back, as 150 residents purchased golf carts to drive to the Amenity Center.

Mr. Kerns stated the purpose of the Amenity Policies is to improve on issues that have come up. They are constantly evaluated in an effort to make operations better.

- Regarding the Amenity Center Patio, Mr. Howard suggests constructing another multi-purpose building behind the pickleball courts to accommodate parties, similar in design to the Amenity Center; he thinks it was never designed or intended to be a gathering place.

Mr. Howard stated that he and other residents question why developing the property down to the river is not being considered. Mr. Kern stated the CDD does not own the property south of Old Hollow Road.

Regarding Facility Rental Policy #1-Rentals' Patrons Only, Mr. McMahon suggested increasing the rental security deposit and modifying the language to include the stipulation that the rental security deposit is non-refundable if the event flows onto the patio.

Discussion ensued regarding language to prevent a repeat of the resident holding a nine-hour party on the pool deck, indoor rentals overflowing onto the outdoor patio and realtors not being able to show potential new residents the Amenity Center because of bookings.

Mr. Taylor stated that the Developer never intended to rent the Amenity Center during the day while it was operational as the Welcome Center. Mr. Kern suggested restricting rentals to certain times and voiced concerns that the proposed changes may result in less use.

Mr. Howard thinks the rentals policies are mostly abused by Saturday rentals. It is not unreasonable to him to increase the rates and to construct a 3,000 square foot facility.

Discussion ensued regarding modifying the rental plan to define party size, possibly offering the ability to reserve space on the pool patio, reducing entry points and implementing a check-in process rather than Staff policing guests.

Mr. McMahon was asked to provide recommendations of where to reduce access control points and limit ingress.

Ms. Keim presented Rental Policy #(10) outlining terms of permitting one event at the Lookout Amenity per day and giving first priority to the CDD's Lifestyle events, then HOA events, Community Groups and lastly private rentals. Holidays were excluded from rentals.

Ms. Keim stated it is difficult to limit access to the patio. If the Board implements patio rentals, residents already expressed unhappiness with not having a shaded area on the patio.

Mr. Kerns stated the Board needs to decide if it wants to offer rentals and, if so, figure out how to facilitate residents wanting to host an event with some designated space.

Board Members should send their recommendations for changes to the rental policies, access control points and staffing and recommendations on parking to Mr. Torres.

Mr. Torres referred to "Resolution 2025-09" related to the Amenity Policies and stated the Resolution is not needed. As such, Resolution 2025-10, related to Rules Relating to Parking and Parking Enforcement was renumbered from 2025-10 to 2025-09.

The following changes were made to the Amenity Rules Policies:

Policy 2D: Change "non-street legal golf carts" to "non-street legal vehicles" and change "residents" to "patrons"

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the Rules Relating to the Operation Level of the Amenity Center, as amended, was approved.

B. Consideration of Resolution 2025-10, Designate the Date, Time and Location of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Parking and Parking Enforcement; and Providing an Effective Date

As noted earlier, this Resolution is renumbered to Resolution 2025-09.

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, Resolution 2025-09, to Designate July 23, 2025 at 2:00 p.m., at Florida State College at

Jacksonville, Nassau Center, Building T, Nassau Room (T126), 76346 William Burgess Boulevard, Yulee, Florida 32097, as the Date, Time and Location of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Parking and Parking Enforcement, subject to availability and if not, at the Amenity Center; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Consent Agenda****A. Consideration/Ratification of Requisition(s): Refunding Bond, Series 2023**

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| I. | Number 86: England-Thims & Miller, Inc. | [\$2,722.75] |
| II. | Number 87: England-Thims & Miller, Inc. | [\$24,205.75] |
| III. | Number 88: BrightView Landscape Services Inc. | [\$126,669.74] |
| IV. | Number 91: BrightView Landscape Services Inc. | [\$95,237.35] |
| V. | Number 92: Gemini Engineering & Sciences, Inc. | [\$8,860.00] |
| VI. | Number 93: Onsight Industries, LLC | [\$2,056.25] |
| VII. | Number 94: England-Thims & Miller, Inc. | [\$23,782.76] |

B. Ratification Item(s)

- I. SEC Environmental Resource Solutions LLC Proposal P250420 for Tributary Unit 12 ERP Permitting
- II. England, Thims & Miller, Inc. Work Authorization No 21 [Tributary Units 9 and 21]

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

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of March 31, 2025**

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.

TENTH ORDER OF BUSINESS**Approval of March 4, 2025 Regular Meeting Minutes**

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the March 4, 2025 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Haber stated he is working on the next financing package.

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

There was no report.

C. Property Manager: Castle Group

Mr. McMahon thanked Ms. Baldwin for her dedication as the Lifestyle Director; her last day is in a week or two and her replacement will be decided upon tonight. He emphasized that his duty is to give recommendations and to enforce what the Board has approved.

Mr. McMahon reported on recently completed HOA/CDD related work, work currently underway, future projects and incidents. The Report will be emailed tomorrow.

D. Lifestyle Director: OnPlace, LLC

Ms. Baldwin discussed recent community activities.

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

Mr. Torres introduced his Associate, Felix Rodriguez.

- **NEXT MEETING DATE: June 12, 2025 at 3:00 PM**
 - **QUORUM CHECK**

TWELFTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS**Public Comments**


No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the meeting adjourned at 4:48 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair