

**MINUTES OF MEETING
RIVER HALL
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Board of Supervisors of the River Hall Community Development District were held on Thursday, August 23, 2018, at 3:30 p.m., at the River Hall Town Hall Center, 3089 River Hall Parkway, Alva, Florida 33920.

Present were:

Michael Morash	Chair
Paul D. Asfour	Vice Chair
Joseph E. Metcalfe, III	Assistant Secretary
Joseph Lundquist	Assistant Secretary
Ken Mitchell	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Daniel H. Cox	District Counsel
Charlie Krebs	District Engineer
Paul Carapella	Resident
Gary Stilwell	Nonresident
Karen Asfour	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 3:31 p.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments (*3 minutes per speaker*)

Mr. Paul Carapella, a resident, commented that the lake bank restoration work performed on the pond behind his residence, at Hole #6, was nice.

The following were questions and comments from Mr. Gary Stilwell, a nonresident, and Board and/or Staff responses:

➤ Does the CDD have funds in the budget to perform routine maintenance, as the Oak Creek culvert elevation levels were breached and the culverts were full of debris? He recalled

that Mr. Krebs obtained existing permits for the culverts along the Florida Power & Light (FPL) easement, which was installed in 2014, and, while performing maintenance, the location of the missing culverts would be identified. The cut through differs from where Barraco and Associates, Inc. (Barraco) noted the Texas crossing at 800' west of the breached dike.

Mr. Krebs stated FPL filled the Texas crossing area with dirt to raise the easement but it was not considered Oak Creek. Discussion ensued regarding the area, locating it on a map and reviewing various elevations. Mr. Stilwell provided a brief history of the original owners and those that followed, including the elevation changes that occurred when ownership change. Mr. Krebs will review the permit to confirm elevations and whether the CDD is obligated to restore it back to a certain elevation. Mr. Krebs stated that the CDD's discharges are set at the control structures but the one mentioned does not belong to the CDD.

➤ Regarding the CDD not being responsible for controlling berms in the tortoise area, Mr. Stilwell will forward the permit to Mr. Asfour, which notes otherwise and stated that the CDD is responsible for remediating the area.

➤ There was concern, as Portico's Permit was approved to discharge up to 48 cubic feet per square miles (CSM) but the CDD's elevation level was lower.

Mr. Krebs explained that any modifications to Portico's control structure permit would require CDD approval. Discussion ensued regarding changes in outflow and the CDD's responsibility. Mr. Asfour directed Mr. Krebs to become an interested party on Greenpoint's permit, on behalf of the CDD. Mr. Asfour voiced his opinion that the CDD must continue monitoring the South Florida Water Management District (SFWMD) permit; the CDD cannot rely on the SFWMD to monitor or enforce penalties for noncompliance by Developers.

THIRD ORDER OF BUSINESS

**Public Hearing to Hear Comments and
Objections on Adoption of Fiscal Year
2018/2019 Budget**

A. Affidavit of Publication

Mr. Adams presented the affidavit of publication.

B. Consideration of Resolution 2018-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019

Mr. Adams presented Resolution 2018-05. There were no changes since the changes made when the proposed Fiscal Year 2019 budget was presented. Assessment levels would remain essentially the same as in prior years.

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Mr. Mitchell and seconded by Mr. Lundquist, with all in favor, Resolution 2018-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2018-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments, Including but not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams presented Resolution 2018-06.

On MOTION by Mr. Asfour and seconded by Mr. Lundquist, with all in favor, Resolution 2018-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments, Including but not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Award of Contract for Lake & Wetland Maintenance

Mrs. Adams stated the CDD was taking on maintenance responsibility of an additional 50 plus acres of lakes and 36 acres of conservation area in Cascades, effective October 1, 2018, in addition to the CDD’s current lake and wetland maintenance contract.

Mrs. Adams provided an overview of Mettaufer, SOLitude, Aquagenix and Aquatic Weed, who responded to the Request for Proposals (RFP); which included the Cascades.

Discussion ensued regarding the current wetland provider, Mettaufer, who has minimal lake management experience, and that the CDD refined the existing maintenance specifications, requiring contractors to perform a more detailed scope of work to the CDD than before. Mostly positive comments were made about Mettaufer, such as their impressive responsiveness after the hurricane, including remediating the conservation area this summer; however, one negative comment was related to the berm situation and not being able to determine the problem or how to fix it. Mr. Asfour was concerned about awarding the contract to Mettaufer. Mr. Adams noted the termination clause in the contract and that it could cost the CDD more if the contractor does not perform, as the next contractor would have to return the lakes and wetlands back to their proper condition before performing regular scheduled maintenance.

In response to a question of whether Mrs. Adams was confident in awarding the contract to SOLitude, Mrs. Adams replied affirmatively and provided examples of SOLitude’s responsiveness to situations that occurred in other CDDs.

On MOTION by Mr. Metcalfe and seconded by Mr. Asfour, with all in favor, awarding the Lake and Wetland Maintenance Contract to SOLitude, in a first year amount of \$136,584, with a second year option, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Professional Services Agreement between the CDD and Passarella & Associates, Inc., for GIS Services

Mr. Adams presented the Professional Services Agreement between the CDD and Passarella & Associates (P&A) for Geographic Information System (GIS) Services. He explained the benefits to the CDD and community in initiating this management tool; information can be accessed through this web-based program and also historical CDD documents can be combined

and then layered over an aerial map. In response to a question, Mr. Adams stated that, once the program is established, the maintenance costs would cost a few thousand dollars per year; however, it could be more since the community is still expanding. If approved, the initial funding could come from surplus fund balance.

Mr. Asfour asked Mrs. Karen Asfour to comment if she thought this program would benefit her, since she is a point of contact to research density issues, etc. Mr. Adams explained how to obtain certain information, such as plat dedications, easements, etc., through hyperlinks to the County Clerk's office. For an additional fee, it could include accessing the Property Appraiser's office to research deeds and transfers. In response to a question, Mr. Krebs stated the PDF document was created by layering files transferred from Barraco's office and information from the Developer. Both the District Manager and District Engineer agreed that initiating this process would save time in many ways.

On MOTION by Mr. Metcalfe and seconded by Mr. Asfour, with all in favor, the Professional Services Agreement between the CDD and Passarella & Associates, Inc., for GIS Services, in the amount of \$20,000, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Grant of Easement to Hampton Lakes Homeowners Association for Irrigation Facilities

Mr. Adams stated this was a standard Agreement, similar to the one the Master Homeowners Association issued for their additional irrigation facility. Hampton Lakes Homeowners Association (HLHOA) was requesting from the homeowners of Lots 277 and 276 and the CDD, easement access to carry their facility to the lot line and install an irrigation well head to be used at their newer development. Mr. Adams confirmed the only impact to the CDD was to identify the pond, on the map, as a natural irrigation holding pond, and then notify the Lake Maintenance contractor that this pond is used for withdrawing for irrigation purposes. The Agreement was created by District Counsel and reviewed by HLHOA's Counsel.

On MOTION by Mr. Lundquist and seconded by Mr. Asfour, with all in favor, the Grant of Easement to Hampton Lakes Homeowners Association for Irrigation Facilities, was approved.

Mr. Krebs received confirmation from Mr. Boyle, with the Florida Department of Transportation (FDOT), that the permit is scheduled to be issued on September 9, 2018; therefore, he started obtaining contractor bids. He confirmed that the County issued the bike lane permit and was directed to include the striping work in with the Additional West Turn Lane project. Quotes for the traffic signal project were being obtained. Mr. Adams believed he could obtain a contractor without any further delays and confirmed that the bike lane project included the Cascades to the Hampton turnoff. Discussion ensued regarding safety measures the CDD has taken in promoting road changes, including the addition of the bike lane, and the School Board's promise to address the issue of the road use times.

NINTH ORDER OF BUSINESS

**Update/Discussion: Perimeter Access
Control Initiatives**

Mr. Krebs stated the permit was pending but the County requested that Carter Fence (CF) have WCI, the property owner, sign off on it. Mr. Adams will follow up on the status.

TENTH ORDER OF BUSINESS

**Update/Discussion: SR 80 Waterline
Drainage Issue**

Mr. Krebs stated that nobody with the City was responding to his calls or emails regarding this; he thinks it is because the City does not have funds in the budget to make repairs. He would ask Mr. Brian DeBoy, with the FDOT, the point person monitoring areas between FDOT and the City, to push this issue with the City.

ELEVENTH ORDER OF BUSINESS

**Update/Discussion: Encroachment on CDD
Property (FPL Easement)**

Mr. Cox stated the owner has not responded to the letter that was sent later than intended; he would provide a report at the next meeting. Mr. Adams will forward the letter to the Board, in case the September meeting is cancelled.

TWELFTH ORDER OF BUSINESS

Update: Lake 3-5D Erosion Remediation

Mrs. Adams stated the erosion issues at Lakes 3-5D, 3-5E, 4-1B, 2-4A and 4-1E were resolved and the repairs were completed. Since lake conditions are favorable, the proposal for littoral plantings will be executed tomorrow. Mrs. Adams confirmed that all homeowners complied with the CDD’s request to repair their property, with the exception of two homeowners located on Bulrush Court. Mrs. Adams stated GulfScapes would repair the broken bubble box at Lake 3-5D; the CDD will be requesting reimbursement by Pinnacle.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2018

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2018. Assessment revenue collections were at 100% and expenditures were at 78%, which was under budget from the 83% prorated projections. The financials were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of July 5, 2018 Regular Meeting Minutes

Mr. Adams presented the July 5, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections. Mrs. Adams distributed a revised version of the minutes that includes additional notations, different from the version in the agenda package.

On MOTION by Mr. Mitchell and seconded by Mr. Asfour, with all in favor, the revised version of the July 5, 2018 Regular Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Daniel H. Cox, P.A.***
There being no report, the next item followed.
- B. District Engineer: *Hole Montes***
There being no report, the next item followed.
- C. District Manager: *Wrathell, Hunt and Associates, LLC***
There being no report, the next item followed.
 - i. NEXT MEETING DATE: September 6, 2018 at 3:30 P.M.**

The next meeting will be held on October 4, 2018 at 3:30 p.m., rather than on September 6, as originally scheduled. If necessary, an emergency meeting could be scheduled.

In response to a Board Member's question, Mr. Krebs explained that the hash areas not defined on the map were upland preserve areas located inside the platted preserve line; those marked yellow were part of the SFWMD System that are either not constructed or not yet transferred over or owned by the CDD.

▪ **Operations Manager**

This item was an addition to the agenda.

Mrs. Adams reported the following:

- The hog contractor was put on hold but would be contacted again if there were future sightings. Three hogs were trapped and collected.
- The street sweeping contract was executed and work was scheduled for the first week of December.
- The Pressure cleaning contract was executed. Work would commence in October and be completed before Thanksgiving.
- The Mexican petunia flowers were replaced. Removal was still needed in a few areas due to re-growth.
- The pipe cleaning project is scheduled to commence on August 24. The delay was due to the contractor's heavy workload.

Mr. Asfour asked for the status of removing the plywood from the culverts. Mr. Krebs stated that plywood has been removed and work was still being performed downstream. Mrs. Adams confirmed that repairs to the street light poles, damaged by the current thunderstorm, were scheduled for next week; they were being replaced with LED lights.

SIXTEENTH ORDER OF BUSINESS

Public Comments: Non-Agenda Items (3 minutes per speaker)

A resident noted that vines were taking over the FPL easement fence and asked who was responsible for maintaining it. Mr. Adams confirmed that it is the CDD's responsibility; spraying that area twice per year would be included as a routine maintenance item.

Mr. Stilwell asked if Portico's water use could potentially impact the CDD financially, due to the amount of runoff the CDD would receive. Mr. Krebs stated, if the CDD can prove

polluted water coming from the CDD originated elsewhere, those costs would be charged back to the adjacent landowner.

SEVENTEENTH ORDER OF BUSINESS

Supervisors' Comments/Requests

Mr. Morash stated a stuck FPL truck at SR 80 caused a lot of turf damage. He did not take any photographs. Karen confirmed that she saw it happen. Mrs. Adams and Mr. Krebs asked that photographs be taken when irregular work is being performed so the photographs can be used as evidence.

Mr. Asfour commended an Executive at the SFWMD for eventually notifying Greenpoint of its violation of the SFWMD permit and requiring Greenpoint to fix the berm or be fined daily, until it was repaired. He stated that the CDD must monitor the SFWMD permit and not wait until it is noted by the SFWMD.

EIGHTEENTH ORDER OF BUSINESS

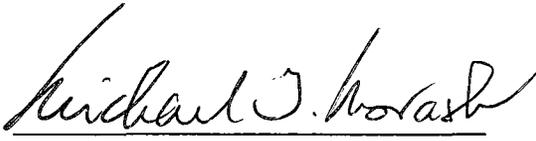
Adjournment

There being no further business to discuss, the meeting adjourned.

On MOTION by Mr. Mitchell and seconded by Mr. Asfour, with all in favor, the meeting adjourned at 4:54 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair