

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

The Board of Supervisors of the River Hall Community Development District held a Regular Meeting on June 3, 2021, at 3:30 p.m., at River Hall Town Hall Center, located at 3089 River Hall Parkway, Alva, Florida 33920.

Present were:

Ken Mitchell	Chair
Robert Stark	Vice Chair
Paul D. Asfour	Assistant Secretary
Michael Morash	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Shane Willis	Wrathell, Hunt and Associates, LLC
Greg Urbancic (via telephone)	District Counsel
Charlie Krebs	District Engineer
George Ware	Resident
Joe Lundquist	Resident
Karen Asfour	Resident
Bob Cunningham	Resident, River Hall Country Club HOA

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 3:30 p.m. Supervisors Mitchell, Stark, Asfour and Morash were present, in person. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 4 (*Term Expires November 2022*)

Mr. Mitchell stated the following candidates applied to fill Seat 4:

- A. Michael Hagen
- B. Joseph Lundquist
- C. Haylee Malagon

Mr. Adams stated to be a qualified elector, the candidate must reside within the boundaries of the District. The vacancy was advertised to the community, including through the Associations for The Cascades and Hampton Lakes, via e-blast. Only three submissions were received and none were from The Cascades. One candidate is from Hampton Lakes and two from the Country Club.

A Board Member stated he would like each candidate to address the Board. Discussion ensued regarding the possibility of telephoning the candidates, diversifying the Board to have representation from different communities and whether to notify residents of the vacancy again. The Board was unable to come to a consensus regarding the candidates that submitted letters of interest; therefore, a notice of the vacancy would be sent to all of the HOAs. The candidates who submitted applications would remain under consideration.

Resident George Ware stated he did not recall receiving an email about the passing of Mr. Metcalfe and the Board vacancy. He asked if the notice was emailed to all residents. Mrs. Adams stated that e-blasts were sent by the HOAs. She suggested he contact his HOA to ensure they have his correct email address.

FOURTH ORDER OF BUSINESS

Administration of Oath of Office to Newly Appointed Supervisor (the following will be provided in a separate package)

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B – Memorandum of Voting Conflict**

This item was deferred.

FIFTH ORDER OF BUSINESS

Developer Update: Development and Master Association Activities

As Mr. Miars was not present, Board Members were asked to email their questions to Mr. Adams, who would forward them to Mr. Miars.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the River Hall Community Development District, and Providing for an Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-05, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Adams presented Resolution 2021-05. He explained the annual budget preparation, deliberation, public hearing and adoption process and reviewed the proposed Fiscal Year 2022 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments. Additional units in Phases 3 and 4 helped keep assessments low and would help build fund balance.

Mr. Asfour suggested keeping assessments at the same level as in Fiscal Year 2021, which would increase fund balance by \$64,511. He noted that every time assessments are not raised, it is essentially giving residents a discount, given the rate of inflation. Mr. Stark asked if there were sufficient reserves for maintenance of additional lakes and property conveyed to the CDD. Mr. Adams responded affirmatively and stated, while expenses would increase in the future, those costs were not expected to increase in Fiscal Year 2022; unassigned fund balance could also be used to offset unforeseen expenses.

On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, keeping assessment levels the same as in Fiscal Year 2021, was approved.

The proposed Fiscal Year 2022 budget would be adjusted, as necessary, to keep assessments at the same levels as in Fiscal Year 2021.

On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, Resolution 2021-05, Approving a Proposed Budget for Fiscal Year 2021/2022, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 5, 2021 at 3:30 p.m., at River Hall Town Hall Center, 3089 River Hall Parkway, Alva, Florida 33920; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Discussion: FPL Mustang Substation Concerns

Mr. Krebs stated the submitted and approved plan showed that the substation would not be gated, meaning the right-of-way (ROW) would be left open. Mr. Adams stated the HOA could block off the property. The CDD has ownership of the Florida Power & Light (FPL) easement and could enter into an agreement, since the HOA has the responsibility. Discussion ensued regarding fence permits, title, easement rights and the possibility of relocating the Jersey barriers along the ROW when the project is completed. Discussion ensued regarding which Developer owns the lakeside lots to be developed. Mr. Krebs stated he would request a proposal from MAJ to relocate the Jersey barriers. Mr. Asfour stated he was not in favor of spending any more CDD funds on security; the consensus was that this is an HOA responsibility.

NINTH ORDER OF BUSINESS

Continued Discussion: Hog Removals

Mr. Mitchell stated he met with the General Manager of the Golf Club, Mr. Hafner, who stated he was willing to split the cost of the hog trapper. Discussion ensued regarding the price paid per hog and the location and number of hogs removed monthly. Mr. Mitchell suggested shared participation between the four HOAs, the CDD, the Amenity Center and the Golf Course. Mrs. Adams would contact the parties regarding participation.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Adams presented Resolution 2021-06.

On MOTION by Mr. Morash and seconded by Mr. Asfour, with all in favor, Resolution 2021-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2021

Mr. Adams presented the Unaudited Financial Statements as of April 30, 2021.

Mrs. Adams noted that the "Annual mulching" line item was over budget because the delivery company overcharged the District for pine straw delivery and a refund was due, which would reduce the line item from \$9,000 to \$7,000, which would further increase fund balance.

Mr. Krebs would advise of how much of the remaining fund balance from the Series 2020A bonds was applicable for cybersecurity improvements in Hampton Lakes.

On MOTION by Mr. Stark and seconded by Mr. Morash, with all in favor, the Unaudited Financial Statements as of April 30, 2021, were accepted.

TWELFTH ORDER OF BUSINESS

Approval of May 6, 2021 Regular Meeting Minutes

Mr. Mitchell presented the May 6, 2021 Regular Meeting Minutes. He stated he has a plaque to present to Mrs. Metcalfe.

On MOTION by Mr. Stark and seconded by Mr. Asfour, with all in favor, the May 6, 2021 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Engineer: *Hole Montes***

- **Update: Stop Sign at Hampton Lakes**

Mr. Krebs distributed a handout related to the additional stop signs and signage in Hampton Lakes. He suggested that red flags be mounted on the signs for the first 30 days to attract attention until drivers are accustomed to the new movement. He noted that the County now requires approval before installation of signage.

Mr. Cunningham stated the River Hall Country Club HOA would provide information and engineering drawings for proposed speed tables, additional three-way stop signs and raising of some golf cart crossing signs.

Mr. Krebs stated he would send the proposals to Lykins-Signtek to get the signs ordered.

B. District Counsel: *Coleman, Yovanovich & Koester*

- **Update: New Legislative Advertising Law/Advertising in Florida Weekly**

Mr. Urbancic stated a new law would become effective on January 1, 2022 that would permit some advertising on websites; however, it was not yet clear how advantageous it would be to the District or whether internet advertising would offer a cost savings.

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

- **NEXT MEETING DATE: July 1, 2021 at 3:30 P.M.**

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the July 1, 2021 meeting.

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

- **Monthly Status Report – Field Operations**

- **Update - Carter Fence Installation**

Mrs. Adams distributed the Monthly Status Report and reported the following:

- Fence Installation: The permit was in the final stages. Materials were already ordered and, once the permit is received, the project would be scheduled.
- FPL Easement Mowing: Mowing would be completed next week.
- GulfScapes Landscape Maintenance Contract: The contract is set to expire September 30, 2021. The current contract price is \$195,528.00 but GulfScapes offered a two-year option at a reduced contract price of \$190,387.00.

On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, renewal of the GulfScapes Contract for Landscape Maintenance Services, in a not-to-exceed annual cost of \$197,387.00, with a two-year option to renew, was approved.

➤ Storm Drain/Pipe Cleanout: The project was completed.

A Board Member stated that \$1,500 was set aside for sidewalk maintenance and several spots were in need of cleaning. Mrs. Adams stated she would take care of it.

Mr. Adams introduced Mr. Shane Willis, a new member of the Wrathell, Hunt and Associates, LLC (WHA) team.

FOURTEENTH ORDER OF BUSINESS

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

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Comments/Requests

Mr. Asfour noted that the underground pipes are sixteen years old and asked about the lifespan for sewer and water pipes. Mr. Krebs stated, as long as they are installed correctly, they will last more than 25 years and storm drains could be expected to last more than 50 years. Water and sewer repairs would be at the County's expense.

Regarding when residents would have to pay if repairs were necessary, Mr. Adams stated that storm drains are the District's responsibility and these are expected to last 80 years.

Mr. Asfour stated he counted 936 assessed units in the Country Club and he would like Mr. Miars to advise him about the inventory of unsold lots. Discussion ensued regarding the phases of construction and platted lot sizes.

Mr. Stark asked for an update on refinancing. Mr. Adams stated an analysis would be presented within the next two months.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 4:42 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair