

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

The Board of Supervisors of the River Hall Community Development District held a Regular Meeting on November 4, 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
Michael Hagan	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Shane Willis	Operations Manager
Greg Urbancic (via telephone)	District Counsel
Charlie Krebs	District Engineer
Holly Schwartz	Resident
Karen Asfour	Resident
Kathy Rustad	Resident
Leon Harrington	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:30 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments (3 minutes per speaker)**

Resident Katy Rustad asked for an update on the fire station. Mr. Stark stated the current anticipated opening date is February 2023.

Resident Holly Schwartz asked about the timeline of the ongoing construction in a cul-de-sac east of the property. Mr. Krebs would email Mr. Carl Barraco to inquire about the

construction schedule. Mr. Stark stated the Developer ran out of 55' inventory for lots for new homes and is working diligently to construct additional homes as quickly as they can.

**THIRD ORDER OF BUSINESS**

**Q & A Session with Country Club Association Manager and Security Post Commander Regarding Post Orders**

Mr. Mitchell stated he would review the Post Orders that were forwarded to the CDD.

Discussion ensued regarding the Post Orders, the HOA's proposal to extend the gates and the status of the CDD's current gate installation project.

Mr. Adams commented about the Security Managers not being in attendance today and voiced his opinion that they are unresponsive. Asked if Staff should remove this item from future agendas, Mr. Mitchell replied affirmatively.

**FOURTH ORDER OF BUSINESS**

**Discussion: Agreement for Fence in Portico**

Mr. Mitchell stated he conferred with Mr. Urbancic about the fence in Portico, which is not CDD property. The Developer should be advised to install a gate, which he agreed to pay for, and convey it to the CDD for maintenance.

Discussion ensued regarding requesting easement rights for maintenance purposes, the Hampton HOA, the 50' buffer that runs the entire length of the canal and a gap on the north side of a fence installed by the CDD on the Landsic right-of-way (ROW). Mr. Urbancic would advise Mr. Grady Miars that the area is not CDD property and the HOA should be responsible for maintenance.

This item would be removed from future agendas.

**FIFTH ORDER OF BUSINESS**

**Discussion: School Parent Pick-up Overflow onto Parkway**

Mr. Adams stated that he recently conferred with Mr. Adam Tweet, the Assistant Principal in charge of the parent pick-up program, and was informed that there are no current plans for additional improvements on the CDD's side to accommodate pickup and that the

Facilities Manager Group handles overflow issues. Mr. Adams would draft and transmit a letter to the Facilities Manager, include Mr. Mitchell’s signature and copy the other Board Members. Mr. Krebs would review the traffic manual for past traffic issues at the school.

**SIXTH ORDER OF BUSINESS**

**Discussion/Ratification: NPDES Annual Report, Year 5 (05/2020 – 04/2021)**

Mr. Mitchell presented the NPDES Annual Report for Year 5.

Mr. Krebs gave a brief overview of the Report and discussed additional reporting requirements, stormwater management, updated nutrient loadings in area waterways, discharges into Hickey Creek and the outfalls. He responded to questions regarding yearly report costs, water quality, drainage basins, concrete and pipes. Mrs. Adams would post a stormwater brochure on the CDD website.

**On MOTION by Mr. Morash and seconded by Mr. Asfour, with all in favor, the NPDES Annual Report, Year 5 (05/2020 – 04/2021), was ratified.**

**SEVENTH ORDER OF BUSINESS**

**Update: Stormwater Reporting Requirements**

Mr. Krebs stated the legislature passed a bill that requires CDDs to prepare a Needs Analysis Report for stormwater and wastewater. The format for the Wastewater Analysis is pending but it is expected to be basic. The Stormwater Analysis is expected to be painstaking and should include life expectancy, budget amendments and a costs component. The first Report is due by June 30, 2022. Mr. Krebs would coordinate with Mr. Adams for data collection.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of September 30, 2021**

Mr. Mitchell presented the Unaudited Financial Statements as of September 30, 2021. Mr. and Mrs. Adams responded to questions regarding budget line item overages, streetlights, holiday decorations and monthly on-roll and off-roll adjustments.

The financials were accepted.

**NINTH ORDER OF BUSINESS**

**Approval of October 7, 2021 Regular Meeting Minutes**

Mr. Mitchell presented the October 7, 2021 Regular Meeting Minutes.

The following changes were made:

Line 25: Delete "Raymond Juan - Country Club Association Manager"

Line 42 and throughout: Change "GradyMinor" to "Grady Miars"

Line 49: Change "four ATVs" to "two ATVs"

Lines 54 through 55: Delete entire sentence

Lines 56 and 57: Change "Mr. Mitchell will send photographs to Mr. Miars and call Ray," to "Mr. Stark will obtain photographs from Mr. Miars."

Lines 104 and 105: Delete entire sentence

Line 136: Change "LexisNexis" to "LCSO"

Line 180: Change "Mr. Slater" to "Mr. Stark"

**On MOTION by Mr. Morash and seconded by Mr. Asfour, with all in favor, the October 7, 2021 Regular Meeting Minutes, as amended, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Engineer: *Hole Montes***

Mr. Krebs stated the South Florida Water Management District (SFWMD) forwarded an email regarding a denial of an extension request that should have been sent to the Developer instead of the CDD.

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

Mr. Urbancic stated he has been corresponding with Mr. Miars regarding the Portico matter and Mr. Miars clarified that he would like Board approval to connect a gate to the existing CDD gate at the southwest corner of the property on the Landsic Canal. The consensus was that there is no objection but Mr. Miars should seek approval from Landsic Canal. Per Mr.

Mitchell’s request, Mr. Urbancic would inquire about the timeline and report his findings at the next meeting.

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

- **NEXT MEETING DATE: December 9, 2021 at 3:30 P.M.**
  - **QUORUM CHECK**

The next meeting would be held on December 9, 2021.

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

- **Monthly Status Report – Field Operations**

Mrs. Adams reported the following:

- The entry decorative fence repair project should be completed within the next two weeks at a cost of \$1,400.

Mr. Willis reported the following:

- Staff received an update from David, of Pulte Homes, and the Sunny Grove estimate was \$18,690, which is \$7,000 less than the GulfScapes quote.
- The hog trapper is ill and would most likely not be resuming work. Mr. Willis would obtain quotes from other contractors.

Discussion ensued regarding why the CDD is assuming responsibility for controlling the hog population.

- The riprap installation by GulfScapes is scheduled for November 9<sup>th</sup>.

Mrs. Adams stated that the pine straw project would be delayed due to staff and supply shortages and would not be completed by November 15<sup>th</sup>.

**ELEVENTH ORDER OF BUSINESS**

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

No members of the public spoke.

**TWELFTH ORDER OF BUSINESS**

**Supervisors’ Comments/Requests**

Mr. Stark asked Staff to check with Mr. Carl Barraco about any revisions to the CDD's drainage plans and, if necessary, update the CDD GIS system. Mr. Krebs would contact Mr. Barraco.

Mr. Mitchell asked if the substation was operational and about the CDD's plan to close off the Hickey Creek entrance. Mr. Krebs stated a permit was obtained from the County prior to initially blocking the entrance and Florida Power & Light (FPL) might install a fence to block another portion of the entrance. Discussion ensued regarding installing a fence to close a gap, resetting the gates, engaging Carter Fence and the FPL substation.

Mr. Mitchell asked Staff to include a discussion item on the next agenda regarding installing signs near the lakes.

**THIRTEENTH ORDER OF BUSINESS**

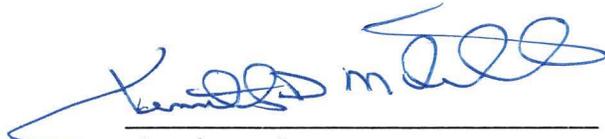
**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, the meeting adjourned at 4:49 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair