

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

The River Hall Community Development District Board of Supervisors held a Regular Meeting on December 3, 2020, at 3:30 p.m., at River Hall Town Hall Center, located at 3089 River Hall Parkway, Alva, Florida 33920.

**Present were:**

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

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Tammie Smith	Operations Manager
Greg Urbancic (via telephone)	District Counsel
Grady Miars (via telephone)	GreenePointe Communities LLC
Charlie Krebs	District Engineer

**Residents present were:**

Leon Harrington	Penny & John Wolper	Randy Schlueter
Bill Harrington	Rachel Delaroso	

**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, in person.

**SECOND ORDER OF BUSINESS**

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

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors, Paul Asfour [Seat 1], Michael Morash [Seat 2] and Kenneth Mitchell [Seat 3] (the following to be provided in a separate package)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Asfour, Mr. Morash and Mr. Mitchell. He distributed and briefly explained the following documents:

- 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**

Mr. Urbancic advised Supervisors with any questions or concerns regarding the Sunshine Laws or public records to contact District Staff.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-01, 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**

Mr. Adams presented Resolution 2021-01. Mr. Morash nominated Mr. Mitchell for Chair. Mr. Asfour nominated Mr. Stark for Vice Chair. Mr. Adams recapped the following slate of officers:

- |                         |                     |
|-------------------------|---------------------|
| Ken Mitchell            | Chair               |
| Robert Stark            | Vice Chair          |
| Chuck Adams             | Secretary           |
| Joseph E. Metcalfe, III | Assistant Secretary |
| Michael Morash          | Assistant Secretary |

Paul D. Asfour	Assistant Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

No other nominations were made.

**On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the River Hall Community Development District, as nominated, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Discussion/Consideration: Land Bridge Fence/Gate Agreement with Developer**

Mr. Adams stated that the Agreement prepared by Mr. Urbancic specifies that the Developer would fund the Land Bridge fence and dedicate the asset to the District.

Mr. Urbancic stated the Agreement provides for the Developer to be responsible for the construction and installation of the gate, clear any construction liens, secure the permitting and make sure that all contractors are properly-insured and compensated in accordance with the work. Upon installation, the fence/gate would be conveyed to the District through a bill of sale. The District would have future ownership and any other property rights necessary, along with the transfer, to facilitate access and for maintenance purposes. Asked about the type of fence and the reason for it, Mr. Adams stated that it would be a chain-link fence and the purpose for is to reduce the transition of traffic within the neighborhoods. Discussion ensued regarding the land bridge, maintenance costs and the CDD’s need for plans for turnovers.

**On MOTION by Mr. Morash and seconded by Mr. Mitchell, with Mr. Morash, Mr. Mitchell, Mr. Stark and Mr. Asfour in favor and Mr. Metcalfe dissenting, the Fence/Gate Construction Agreement between RH Venture II, LLC and the CDD, was approved. (Motion passed 4-1)**

In response to Mr. Asfour’s question, Mr. Urbancic stated the typographical error in the Resolution was corrected and a revised Resolution was forwarded to Mr. Adams.

**SIXTH ORDER OF BUSINESS**

**Consideration of Hampton Lakes at River Hall South Plat**

- **Consideration of Resolution 2021-02, Relating to the Acceptance of Responsibility for Ownership, Operation and Maintenance of District Infrastructure Within the Boundaries of the Plat of Hampton Lakes at River Hall South; Providing an Effective Date**

Mr. Urbancic presented Resolution 2021-02. Whenever an asset is dedicated to a CDD, Lee County requires the CDD to either enjoin the plat or execute a resolution that will be recorded with the plat, which memorializes the CDD’s acceptance of the various dedications. In this particular case, the Developer requested that the CDD put forth a resolution. He stated that the District Engineer was comfortable with the lots being dedicated, which would be in conjunction with the various requisitions that would be made. Mr. Krebs stated, since the publication of this agenda, Staff received a few internal updates from Lee County regarding where certain CDD easements are drawn and clarifying information. He reviewed the plat and had no objections to proceeding.

**On MOTION by Mr. Stark and seconded by Mr. Mitchell, with all in favor, Resolution 2021-02, Relating to the Acceptance of Responsibility for Ownership, Operation and Maintenance of District Infrastructure Within the Boundaries of the Plat of Hampton Lakes at River Hall South; Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Developer Update: Development and Master Association Activities**

Mr. Miars stated it appeared as though 2020 would finish strong, from a sales perspective, as there were over 200 combined real estate sales in Hampton Lakes (HL), River Hall Country Club and the Cascades through November. He discussed the notable improvements throughout the community, including completion of the first phase of the gate

installation, pool repairs at Town Hall, the pool maintenance contract, pressure-washing, delays in installation of the canopy for the bocce ball and pickleball courts, installation of a 55" television in the aerobics room and plans to elevate the Tiki Bar for a better lake view. Upon receipt of the revised plans from the Landscape Architect, Mr. Miars would share them with the Board. Asked if the pool would be heated, Mr. Miars stated that a study was being conducted by the two new resident Board Members at the Town Hall to determine the feasibility of heating the pool; the Tiki Bar pool would definitely be heated.

**EIGHTH ORDER OF BUSINESS****Update: Perimeter Access Control Initiatives**

Referencing an image of a fence with columns, Mr. Stark stated he met with the mason contractor and took a survey of the areas under consideration. The mason requested engineering drawings and specifications for construction but, since none were available, no firm cost estimates were given. The goal was to install about 27 columns on the north side of the gate, at the entrance, at a cost of \$5,000 each. He presented the following three options:

- Option #1: Install a plain fence, from the post to the preserve.
- Option #2: Install the columns at the fence line, which would cost an additional \$10,000, for two pillars.
- Option #3: Install a contiguous fence, at the fence line and add clusia hedges to create a column to break up the fence line and make it more esthetically pleasing.

Mr. Stark recommended Option #3, which would integrate nicely with the project at the guardhouse. Discussion ensued regarding the sidewalks, perimeter security, access control, the Town Hall property, project costs and funding. Mr. Adams recalled that the 2005 Engineer's Report anticipated security features, such as fences and systems, including a perimeter berm, fences and walls funded with District funds and the gatehouses and gate systems funded by the Developer, as they are private. The Board selected Option #3.

**On MOTION by Mr. Morash and seconded by Mr. Mitchell, with all in favor, Option #3, installing a contiguous fence and clusia hedges on the north side of the CDD, was approved.**

Referencing slides, Mr. Stark stated, the 10’ strip that parallels River Hall Parkway is CDD property, is also a utility area and equates to the top of the berm and to numerous plantings and trees. There is a strip for just an easement and nothing can be installed in that area. Discussion ensued regarding areas owned by the CDD, the easements, the guardhouse, installing a fence with pillars from the gatehouse to the preserve and obtaining cost estimates. Mr. Adams stated Staff would coordinate with Mr. Stark to secure proposals for the fence line.

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of October 31, 2020**

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2020. The financials were accepted.

**TENTH ORDER OF BUSINESS**

**Approval of November 5, 2020 Regular Meeting Minutes**

Mr. Adams presented the November 5, 2020 Regular Meeting Minutes. The following change was made:

Line 28: Change “Gary Schluder” to “Randy Schlueter”

**On MOTION by Mr. Morash and seconded by Mr. Asfour, with all in favor, the November 5, 2020 Regular Meeting Minutes, as amended, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

There being no report, the next item followed.

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

There being no report, the next item followed.

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

- **NEXT MEETING DATE: January 7, 2021 at 3:30 P.M.**

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the January 7, 2021 meeting.

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

Ms. Smith presented the December Field Operations Status Report.

Mrs. Adams reported the following:

- Pine straw delays were pandemic-related; all of her projects requiring pine straw have been delayed.
- Florida Power & Light (FPL) easement mowing on the West side, requested by the Cascades community, was scheduled for Friday, November 6<sup>th</sup>.
- Staff executed a contract with MAJ for \$10,800, which would be paid out of the construction funds.

Mrs. Adams gave updates about the hog trappers, street sweeping, holiday decorations and the culverts. Discussion ensued regarding the bush hogging contract, mowing issues, debris removal, the berm and the easement. Mrs. Adams stated, to appease the Board, she would place the MAJ contract on hold and contact GulfScapes for a proposal for bushhogging.

**TWELFTH ORDER OF BUSINESS**

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

There were no public comments.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors' Comments/Requests**

There being no Supervisors' comments or requests, the next item followed.


**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Asfour and seconded by Mr. Morash, with all in favor, the meeting adjourned at 5:04 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair