

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

The Board of Supervisors of the River Hall Community Development District held a Regular Meeting on December 12, 2024 at 3:30 p.m., at the River Hall Town Hall Center, located at 3089 River Hall Parkway, Alva, Florida 33920.

Present were:

Ken Mitchell	Chair
Robert Stark	Vice Chair
Daniel J. Block	Assistant Secretary
Paul D. Asfour	Assistant Secretary
Bob Cunningham	Assistant Secretary

Also present:

Chuck Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via telephone)	District Counsel
John Baker	Bowman Consulting
Chief Robert Rewis	Alva Fire Department
James Russell	Resident/Town Hall Board

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 3:30 p.m.

Supervisors Stark, Block and Supervisors-Elect Asfour, Mitchell and Bob Cunningham were present.

SECOND ORDER OF BUSINESS

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

Resident James Russell stated he is a resident member to the Town Hall Board of the River Hall Country Club. He asked if there are plans to install a fence near his residence at the end of Oakstead Drive to deter trespassers entering the community via the berm. He asked if the Board

is aware of a Facebook post. Mr. Willis stated that the Board directed Staff to obtain bids to install fencing around the entire perimeter, which is underway.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [Paul Asfour – Seat 1, Bob Cunningham – Seat 2, Kenneth Mitchell – Seat 3] (the following will 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. Paul Asfour, Mr. Bob Cunningham and Mr. Kenneth Mitchell. He provided and explained the following:

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mr. Cunningham accepted the allowable Supervisor compensation stipend.

Mr. Urbancic gave an example of a Sunshine Law violation and stressed that Board Members should avoid speaking to or communicating with each other about CDD business in person, via email or via text outside of a publicly noticed meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date

Mr. Adams presented Resolution 2025-02. Mr. Asfour nominated the following slate:

- | | |
|------------------|---------------------|
| Kenneth Mitchell | Chair |
| Robert Stark | Vice Chair |
| Paul Asfour | Assistant Secretary |
| Daniel Block | Assistant Secretary |
| Bob Cunningham | Assistant Secretary |

No other nominations were made.

This Resolution removes the following from the Board:

Michael G. Morash Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Chuck Adams Secretary

Craig Wrathell Assistant Secretary

Craig Wrathell Treasurer

Jeffrey Pinder Assistant Treasurer

On MOTION by Mr. Asfour and seconded by Mr. Cunningham, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Passarella & Associates, Inc., Amendment to Professional Services Agreement [Gopher Tortoise Relocation - Bucket Trapping]

Mr. Willis presented the Passarella & Associates, Inc., Amendment to Professional Services Agreement for Gopher Tortoise Relocation - Bucket Trapping. This is necessary because crews identified three additional areas that require tortoise relocation. He responded to questions regarding the environmental impact cost, fence cost, permit, project scope and Mr. Asfour’s comment that Carter Fencing incorrectly calculated the fence size, which resulted in incurring the additional costs from Passarella & Associates.

On MOTION by Mr. Asfour and seconded by Mr. Cunningham, with all in favor, Passarella & Associates, Inc., Amendment to Professional Services Agreement for Gopher Tortoise Relocation - Bucket Trapping, in the amount of \$3,000, was approved.

SIXTH ORDER OF BUSINESS

Discussion: Midge Flies

Mr. Willis stated that Mrs. Adams asked for this item to be on the agenda, as Staff received several complaints that midge flies at various lakes are invading homes. Since midge flies only breed twice a year, have a two-week life cycle and treatments are costly and not always effective, Mr. Willis was directed to provide a proposal for future consideration.

SEVENTH ORDER OF BUSINESS

Discussion: Ongoing Fence Breach Between Portico and Hampton Lakes

Regarding a suggestion that residents call the police on trespassers, it was noted that residents should call the non-emergency police number and they must be present upon law enforcement’s arrival to enforce the complaint. Mr. Adams stated he expects the recent plantings to grow by this spring but it will take a couple of seasons before it deters trespassers.

Mr. Willis was asked to speak to the Patrol Coordinator about initiating a Trespassing Agreement with the Sheriff’s Department.

Discussion ensued regarding posting signage along the fence and the CDD staying in communication with the Portico HOA and Hampton Lakes.

EIGHTH ORDER OF BUSINESS

Update: Superior Waterway Services, Inc. Treatment Report – Andy Nott

The Superior Waterways Treatment Report for November 2024 was included for informational purposes. Mr. Willis stated that crews treated Lake 3-1 for algae bloom a few days ago; another treatment is scheduled tomorrow.

Mr. Asfour asked for the HOA’s Emergency telephone number, to report issues like the recent incident with the ongoing sprinkler system.

NINTH ORDER OF BUSINESS

Update: Lee County’s Sunshine Extension Project

Mr. John Baker, of Bowman Consulting, stated that the only plans he found were dated 2019 and were for a separate area. He confirmed with Mr. Krebs that he did not find anything new to report in his further research.

TENTH ORDER OF BUSINESS

Discussion/Consideration: Placing “School Zone” Signage on River Hall Parkway (Supervisor Asfour)

Mr. Willis stated that the School Board Operations Division’s initial response last month was that they do not care what type of signage the CDD installs, since it owns the road. They have not responded to his call last week. He received two resident emails requesting signage designating the area as a school zone.

Discussion ensued regarding signage cost, location and using existing “No Parking” poles.

Mr. Baker and Mr. Krebs were asked to work on the layout for Mr. Willis to obtain proposals.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2024

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2024 and noted some “pool” related costs pertain to, Fiscal Year 2024. Regarding Federal Express charges, he stated that the Accounting Department inadvertently included other CDD Federal Express invoices.

The financials were accepted.

TWELFTH ORDER OF BUSINESS

Approval of November 7, 2024 Regular Meeting Minutes

On MOTION by Mr. Block and seconded by Mr. Asfour, with all in favor, the November 7, 2024 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Engineer: Hole Montes

Mr. Baker stated that he will confer with Mr. Krebs about the outstanding matters from this meeting.

B. District Counsel: Coleman, Yovanovich & Koester

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

There were no reports from District Counsel or the District Manager.

- **NEXT MEETING DATE: January 9, 2025 at 3:30 PM**
 - **QUORUM CHECK**

Mr. Adams stated that the next meeting will be held on January 9, 2025, which is one week later than usual to accommodate the New Year’s Day holiday.

Mr. Asfour stated that he had not received his supervisor stipend for the November meeting.

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

There was no report.

FOURTEENTH ORDER OF BUSINESS

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

Chief Robert Rewis, of the Alva Fire Department, noted the addition of an Ambulance in the Fire House. It will only run 12-hour shifts in the day time and will transition from volunteer overtime staffing to permanent staff in January 2025. A two-year contract with the Lee County Emergency Medical Services (EMS) for the ambulance was initiated to allow time to finalize purchasing the property across the street.

As residents are returning for the season and some complained about the fountains not working, Mr. Willis stated that the fountains run on a timer from 9:00 a.m. to 10:00 p.m., which is in accordance to the Board’s direction.

A Board Member asked if the lights on the east side of River Hall Parkway are operational. Mr. Willis stated that he will follow up with Mrs. Adams who was originally working on this. He asked if District Staff is treating River Hall as a priority like other CDDs they manage. Mr. Adams and Mr. Willis replied affirmatively.

Discussion ensued regarding District Staff’s process of replying to resident emails and determining if there is an opportunity to upgrade the fountain timer system.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Comments/Requests

Mr. Stark suggested performing an analysis on fencing the entire perimeter with box-wire fencing on the north side of the CDD where the trespassing problem is and, if needed, installing a gate on the far end of the Florida Power & Light (FPL) right-of-way (ROW) to the east. Mr. Adams will ask Seth to provide information for strategic placement of fencing for the next meeting. Mr. Cunningham suggested monitoring the area to identify where the breakage is occurring.


SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Asfour and seconded by Mr. Block with all in favor, the meeting adjourned at 4:29 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair