**MINUTES OF MEETING**
**THE DISTRICT**
**COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of The District Community Development District held a Regular Meeting on February 10, 2025 at 1:30 p.m., at Kimley Horn, 12740 Gran Bay Parkway West Suite 2350, Jacksonville, Florida 32258.

**Present were:**

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| Rose Bock | Chair |
| Kurt Von der Osten | Vice Chair |
| Robert Mizell | Assistant Secretary |

**Also present:**

| | |
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| Craig Wrathell | District Manager |
| Sarah Sandy (via telephone) | District Counsel |
| Bill Schilling | District Engineer |
| Anna Walling | Kimley-Horn Landscape Architect |

**FIRST ORDER OF BUSINESS** **Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:35 p.m.

- **Administration of Oath of Office to Newly Elected Supervisors [Robert Mizell – Seat 3, Rose Bock – Seat 4] (the following will be provided in a separate package)**

**This item, previously the Third Order of Business, was presented out of order.**

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Bock and Mr. Mizell.

Supervisors Mizell, Bock and Von der Osten were present. Two seats were vacant.

**SECOND ORDER OF BUSINESS** **Public Comments: Agenda Items (limited to 3 minutes per individual)**

No members of the public spoke.

**THIRD ORDER OF BUSINESS** **Administration of Oath of Office to Newly Elected Supervisors [Robert Mizell – Seat 3, Rose Bock – Seat 4] (the following will be provided in a separate package)**

This item was presented during the First Order of Business.

**A. Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Instructions**

**B. Membership, Obligation 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**

**FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2025-03, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Mr. Wrathell recapped the results of the Landowners' Election, as follows:

| | | | |
|---|---|---|---|
| Seat 1 | Vacant | 0 Votes | 2-Year Term |
| Seat 3 | Robert Mizell | 27 Votes | 4-Year Term |
| Seat 4 | Rose Bock | 27 Votes | 4-Year Term |

**On MOTION by Ms. Bock and seconded by Mr. Mizell, with all in favor, Resolution 2025-03, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS** **Consider Appointment of Supervisor(s) to Vacant Seats 1 and 2**

This item was deferred.

- **Administration of Oath of Office to Newly Appointed Supervisors (the following will also be provided in a separate package)**

**SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2025-01 Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2025-01. Ms. Bock nominated the following:

Rose Bock Chair

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|---|---|
| Kurt Von der Osten | Vice Chair |
| Robet Mizell | Assistant Secretary |

No other nominations were made.

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

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|---|---|
| Craig Wrathell | Secretary |
| Cindy Cerbone | Assistant Secretary |
| Craig Wrathell | Treasurer |
| Jeff Pinder | Assistant Treasurer |

**On MOTION by Mr. Mizell and seconded by Mr. Von der Osten, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS** **Update: Kutak Rock Memorandum – SB 7040 Stormwater Ratification Bill O&M Requirements**

Ms. Sandy presented the Memorandum regarding Senate Bill (SB) 7040, known as the Florida Stormwater Ratification Bill. The Florida Department of Environmental Protection (FDEP) promulgated updates in reporting requirements for Operations and Maintenance (O&M) entities with stormwater management programs. The requirements might come with additional costs to the CDD because they go above and beyond the previous reporting requirements.

**EIGHTH ORDER OF BUSINESS** **Consideration of Proposed Draft Amendments for Professional Services**

Mr. Schilling presented the following, which were provided to Elements Development of Jacksonville, LLC, PHCC LLC d/b/a Preston Hollow Community Capital:

**A. Amendment Seven to Task Order No. CRA Three (3)**

**B. Amendment Seven to Task Order No. CDD Five (5)**

**C. Draft Amendment Three to the District CDD Project Task Order**

**On MOTION by Ms. Bock and seconded by Mr. Von der Osten, with all in favor, the Kimley-Horn and Associates, Inc. Amendments for Professional Services, Amendment Seven to Task Order No. CRA Three (3); Amendment Seven to Task Order No. CDD Five (5), and Draft Amendment Three to the District CDD Project**

**Task Order, and authorizing the District Manager to execute Items 8A through 8C, on behalf of the Board, were approved.**

**NINTH ORDER OF BUSINESS** **Consideration of Task Order CDD Seven (7) [Tree Fund Grant Project Management]**

Mr. Schilling presented Kimley-Horn and Associates, Inc. Professional Services Agreement Task Order CDD 7 for Tree Fund Grant Project Management. The Tree Fund Agreement allocates up to $120,000 of the $1,211,246.21 total grant award for reimbursement of professional consulting fees paid by the CDD in management of the Tree Fund activities.

**On MOTION by Mr. Mizell and seconded by Ms. Bock, with all in favor, Kimley-Horn and Associates, Inc. Professional Services Agreement Task Order CDD 7 for Tree Fund Grant Project Management, was approved.**

**TENTH ORDER OF BUSINESS** **Ratification Items**

**A. Series 2023A-2 District CDD Bonds, Request for Bond Proceeds Advance #4**

**B. 2024 Joint Application to FDEP for Voluntary Cleanup Tax Credits (VCTC)**

Mr. Schilling stated that Akerman LLP submitted the Voluntary Cleanup Tax Credits (VCTC) application to the FDEP on the January 31, 2025 due date. The credits for basically reimbursement of expenses related to cleanup is expected to be about $100,000; the CDD will be able to sell and recoup those funds.

**C. DIA Extension of Performance Schedule for CRA Project dated 12/23/24**

Ms. Sandy stated that the extension is due to weather related events.

**D. Riversedge Townhomes Plat**

**E. First Coast Security Services, Inc. Security Services Agreement [AGREEMENT IS CONFIDENTIAL & EXEMPT FROM PUBLIC RECORDS]**

Mr. Schilling presented the following:

**F. UCC Group, Inc. Change Orders for Phase 3B – CRA Project (Parks, Riverwalk and Streetscape Improvements)**

**I. Change Order No.:2**

**II. Change Order No.:3**

**G. J.B. Coxwell Contracting, Inc., Change Orders**

I. **No.:21 for Phase 3 CRA Project (Parks, Riverwalk, Trail, Boardwalk, and Roadways)**

II. **No.:22 for Phase 3 CRA Project**

III. **No.:23 for Phase 3 CDD Project (Roadway, Stormwater, Utilities, Landscaping and Other Infrastructure)**

IV. **No.:23 for Phase 3 CRA Project**

V. **No.:24 for Phase 3 CRA Project**

VI. **No.:25 for Phase 3 CDD Project**

VII. **No.:26 for Phase 3 CDD Project**

VIII. **No.:27 for Phase 3 CRA Project**

IX. **No.:28 for Phase 3 CRA Project**

Mr. Schilling stated that his firm issued Notices of Substantial Completion to J.B. Coxwell Contracting, Inc., on January 24, 2025.

**On MOTION by Ms. Bock and seconded by Mr. Mizell, with all in favor, Ratification Items, as listed, were ratified.**

**ELEVENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial Statements as of December 31, 2024**

Mr. Wrathell stated he will be working with Mr. Schilling and the Elements Development of Jacksonville, LLC, PHCC LLC Representatives on developing the proposed Fiscal Year 2026 Operations and Maintenance (O&M) budget; assuring it includes all assets conveyed to the CDD. The Budget will likely be presented at the May, 2025 CDD meeting.

Mr. Schilling stated he received a call today about the CDD taking on landscape maintenance responsibilities around April 1, 2025. At the next meeting, he will present a Landscape Maintenance Contract for services from April 1, 2025 to September 30, 2025, from the same contractor who installed the landscaping, which included a one-year warranty.

**On MOTION by Mr. Von der Osten and seconded by Mr. Mizell, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.**

**TWELFTH ORDER OF BUSINESS** **Approval of Minutes**

**A. October 21, 2024 Regular Meeting**

**B. November 18, 2024 Landowners' Meeting**

**On MOTION by Mr. Mizell and seconded by Mr. Von der Osten, with all in favor, the October 21, 2024 Regular Meeting Minutes and the November 18, 2024 Landowners' Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS** **Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Ms. Sandy stated that her office will send emails called "Capital Conversations" that will provide updates on any legislative bills affecting special districts.

**B. District Engineer: Kimley-Horn and Associates, Inc.**

Mr. Schilling introduced Kimley-Horn Landscape Architect Ms. Anna Walling, who is overseeing the parks construction and landscape installation.

Mr. Schilling, referencing an aerial map, provided the following construction related updates:

➢ Aerials of the project site are being taken every two weeks, as construction is proceeding quickly.

➢ The vast majority of the riverwalk is paved and the connection to the existing riverwalk is completed.

➢ A temporary riverwalk was installed as construction for the marina and intake structure is forthcoming.

➢ Central Park: All the utilities were installed.

➢ Northeast Park: The playground equipment and all sub-grade and subsurface material were installed and the connection to the boardwalk is 100% completed.

➢ Marsh Park: All the hardscape is completed and the astroturf and pavers were installed.

➢ Overland Trail: All the paving is completed.

➢ Streetscape Improvements: The roundabout opened on January 6, 2025, the same date as the Toll Brothers' soft opening of its model, which is now fully open. Landscaping is expected to be installed by the end of the month.

➢ Toll Brothers started construction of its second building, a fourplex and grading on its third building.

- The City asked for the roundabout to be open by the end of the month, which will require relocating the security gate.
- The street lights were activated.
- Broadcast Place Artia Project: Landscape installation is underway.
- The locations of the exercise equipment, playground equipment and swings were noted.

Mr. Schilling noted that, based on the RDA schedule, the circle must be substantially completed by March 31, 2025. As such, the City would like the ribbon cutting ceremony to be on April 17, 2025 in the CDD's northeast park, which is the same date as its Sip & Stroll event on the Southbank Riverwalk. Central Park is not expected to be completed until late 2025.

- Marina Project/Intake Structure: The South Florida Water Management District (SFWMD) issued the permit for the marina last month, which excludes the intake structure, due to SFWMD disagreeing with the U.S. Army Corps of Engineers (USACE) stance that the water within these cells have been severed from the river. Permit modifications to make improvements to the intake structure will be made in the future.

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

- **NEXT MEETING DATE: March 17, 2025 at 1:30 PM**
  - **QUORUM CHECK**

**FOURTEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

A Board Member asked if anyone knew about the Humane Society purchasing the adjacent tract and interest into tying into the boardwalk. Mr. Schilling stated that the CDD took steps to prevent them from connecting to the road but there is nothing prohibiting them from the boardwalk because the CDD dedicated the Overland Tail and the Park to the City.

**FIFTEENTH ORDER OF BUSINESS** **Public Comments: Non-Agenda Items (limited to 3 minutes per individual)**

No members of the public spoke.

**SIXTEENTH ORDER OF BUSINESS** **Adjournment**

**On MOTION by Ms. Bock and seconded by Mr. Mizell, with all in favor, the meeting adjourned at 2:26 p.m.**

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Secretary/Assistant Secretary

Rose A. Bova
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Chair/Vice Chair