

**RIVERWOOD
COMMUNITY DEVELOPMENT DISTRICT
MAY 19, 2020**

AGENDA PACKAGE

Riverwood Community Development District
Inframark, Infrastructure Management Services

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Tel: 954-603-0033 Fax: 954-345-1292

May 12, 2020

Board of Supervisors
Riverwood Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors will be held on Tuesday, May 19, 2020 at 2:00 p.m. in the Riverwood Activity Center, 4250 Riverwood Drive, Port Charlotte, FL. Following is the advance agenda.

1. Call to Order and Roll Call
2. Approval of the May 19, 2020 Agenda
3. Audience Comments on Agenda Items
4. Approval of Consent Agenda
 - A. Approval of the Minutes of April 21, 2020 Meeting
 - B. Acceptance of the Financial Statements and Check Registers
5. Manager's Report
 - A. On-Site Manager's Report
 - B. Report on the Number of Registered Voters – 1286
6. Attorney's Report
7. Presentation of the Proposed Fiscal Year 2021 Budget
 - A. Consideration of Resolution 2020-05, Approving the Budget, and Setting the Public Hearing
8. Old Business
 - A. Campus Opening Update
 - B. Water line update
 - C. Water Cut Off Policy
 - D. Inappropriate Vender Employee Behavior
 - E. Canopy Lights (Festoon)

F. Guard House Generator

9. New Business
10. Other Reports
11. Supervisor Comments
12. Audience Comments
13. Adjournment

Any supporting documents not enclosed in your agenda package will be distributed at the meeting. The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions, please give me a call.

Sincerely,

Bob Koncar

Robert Koncar
District Manager

Fourth Order of Business

4A

**MINUTES OF MEETING
RIVERWOOD
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Riverwood Community Development District was held on Tuesday, April 21, 2020 at 2:00 p.m. at the Riverwood Activity Center, 4250 Riverwood Drive, Port Charlotte, Florida.

Present and constituting a quorum were:

Michael Spillane	Chairperson
Richard Knaub	Vice Chairperson
Dolly Syrek	Assistant Secretary
James Martone	Assistant Secretary
Donald Myhrberg	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Scott Rudacille	District Attorney
John Mercer	On-Site Manager
Douglas Peebles	Peebles Law Firm
Residents	

The following is a summary of the minutes and actions taken at the April 21, 2020 meeting of the Riverwood CDD.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Spillane called the meeting to order and Mr. Koncar called the roll.

SECOND ORDER OF BUSINESS

Approval of the April 21, 2020 Agenda

- Mr. Spillane noted the following items are being added to the agenda, Discussion on Campus Closing and Possible Opening in the future; and PRAG proposal to redo our loan.
- The Construction Attorney will update us on the pickleball courts.

On MOTION by Mr. Martone seconded by Mr. Knaub with all in favor the agenda was approved as amended.
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THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- Audience comments were received on the budget and the Operations Contract.

Ms. Syrek MOVED to appoint Mr. Myhrberg as Liaison for the Operations Contract and Mr. Knaub seconded the motion.

- Mr. Koncar noted now that the Board selected Mr. Myhrberg to be the liaison, he suggested meeting via telephone with Mr. Rudacille and the Contract Operations people.

On VOICE vote with all in favor the prior motion passed.

An audience member commented on the Finance Committee and Reserve Study.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the March 12, 2020 Special Meeting**
- B. Approval of the Minutes of the March 17, 2020 Meeting**
- C. Acceptance of the Financial Statements and Check Registers**

On MOTION by Mr. Martone seconded by Mr. Knaub with all in favor the Consent Agenda was approved.

EIGHTH ORDER OF BUSINESS

New Business

- A. Willis Smith Bond Alternative**
- B. Willis Smith Flooring Warranty**

- Mr. Spillane asked Mr. Peebles to speak at this time.
- Ms. Syrek introduced Mr. Peebles noting he is the Construction Attorney, relative to the problem we are having on the Campus.
- Mr. Douglas Peebles with the Peebles Law Firm out of Bradenton, Florida, noted he is Board certified and has been practicing construction law for 25 years.
- He was retained to assist with the water problems at the athletic courts, the surrounding areas and the Dog Park. The District has a construction contract that provides for negotiation, informal settlement and mandatory mediation. Then there is mandatory arbitration, which provides for each party to bear their own fees and expenses.
- There is one other provision required in the process of dispute resolution. That is Florida Statute 558, called Notice of Defect and Opportunity to Cure. The name is a little misleading because it is not necessarily an opportunity to fix the problem. If an owner has a claim against a construction professional or a design professional, you must give written notice of the specific defect and then they must have an opportunity to inspect. They can make an offer to try to resolve. It can be an offer to fix it or an offer to pay you money, or

an offer to fix it and pay you money in a combination or they can tell you they deny the claim, or they can just not respond.

- FS 558 provides very broad discovery powers. The parties can request of each other anything related to the dispute and it must be shared between the parties. The only other time you normally get that privilege or right is if you are doing expensive litigation. Getting one single document you may spend \$5,000 to \$10,000 in discovery proceedings trying to get those documents.
- We put all the parties on notice of the claim. We put GMA Architects, SED Civil Engineers and Willis Smith on notice. Willis Smith put the court installer on notice of the claim. We exchanged documents, contracts, plans, engineer reports and the testing.
- We had preliminary discussions resulting from ideas of members of the construction committee to make renovations to the swale and try to drop the water table around the swale. We looked at the court damage to a 1/3 of the pickleball court and the water problem, the water table coming from Parcel B. We noted it would be more cost effective to demolish the pickleball court and raise it two feet.
- We did invasive testing and ascertained the quality of the construction done beneath the courts. We took soil samples in the swale areas to determine the quality of the swales.
- There was a request that Riverwood contribute to the cost of that testing. There has not yet been approval for the testing. It would cost about \$7,000. All respondents will share the cost. When the test results come back, it will help confirm the proposed fix is the right fix and the final details on what to do in the swale areas.
- They will finalize the proposed cure to the problem. It will help the parties and Riverwood distinguish who shares what portion of what blame.
- Once we have the testing back, we will meet again. We will have finalized the design to fix the problem. We will meet to finalize costs and who bears what burden of the cost.
- Willis Smith will price out the cost to bring in the additional fill to demolish the courts and replace them. He noted Ms. Syrek and Matt have been very cooperative, supportive and helpful from the Construction Committee on helping coordinate all this. We are looking at additional work at the Dog Park which may need a little fill, re-grading and possible additional work at the swales.

- When it comes to the settlement there will be a request that Riverwood participate in some percentage in the overall settlement package. Someone may ask why Riverwood should be asked to contribute in a settlement package because Riverwood did not mis-design it and Riverwood did not mis-construct anything.
- Mr. Peebles will try to negotiate the best possible deal for the District. He will bring it back to the District for review. The Board should consider appointing someone like Ms. Syrek or Art or both to make those initial settlement decisions, so he has someone to negotiate with on behalf of the District to get a preliminary settlement. We can then bring it to the Board for ratification and finalization.
- Mr. Peebles discussed the absence or failure of Willis Smith to deliver a performance bond during the construction project and the issue of the flooring manufacturer warranty in the Fitness Center due to the pipe break and Willis Smith substituting for that.
- Mr. Knaub asked why did they not put the fill in, in the first place? We did all the civil engineering. Someone missed something.
- Mr. Peebles noted that is why GMA and SED will be participating substantially in the settlement, contributing to the cost of it and contributing in the design work. Both SED and GMA responded to the initial FS 558 letter he sent them. They hired attorneys who have been very cooperative. They said it is their primary goal to see this through to amicable resolution.
- Mr. Knaub noted residents will be paying for the next 15 years. We hired a reputable company and now we are going to have to pay more money.
- Mr. Peebles noted he would love it if the District spent zero money, but that is not practical. He noted all parties are being very cooperative thus far.
- Mr. Knaub asked are the bocce ball courts being looked at also?
- Mr. Peebles discussed the bocce ball courts. He noted we will be getting new courts, new foundation, new base, new asphalt. They may be able to reuse the gates and the light posts. For the most part, it would be a newly installed court.
- Let us say you litigate against an architect, an engineer, a builder, their attorneys, go through mediation, go through arbitration, and even if you win, you can spend \$50,000 to \$60,000 and you are not guaranteed to win.

- The good thing is it looks like insurance is in place. He hoped to avoid the additional long years delay and having people getting a settlement and have people immediately starting work to put a fix in place rather than litigate this for a year or two and arbitration and mediation and spend all the money. Having all the people involved cooperating and getting the courts removed and replaced at a higher elevation sounds like a better fix.
- Mr. Martone noted it is easy to see why we have the problem. It is part of our storm drain system. It always floods there. In the rainy season, that area is flooded all the time.
- Mr. Peebles agreed and noted the parties recognize there is a definite issue. The architect and the engineer would not be voicing their willingness to participate to get it resolved if they did not recognize there is an issue. They are participating in redesign work, they modified a sight elevation plan, they are doing testing and spent \$7,000 on testing. We are waiting on test results from the soil engineer.
- Mr. Myhrberg agreed if we are going to try to litigate, we will spend a lot of money and time. The only thing to worry about is the amount of participation.
- Mr. Peebles recommended appointing up to three people to participate in initial preliminary decision making so we can reach a preliminary offer to bring back to the Board when it is time. Otherwise, he can negotiate it and bring it back, but it will be cumbersome if every step of negotiation is one month apart and he gets a preliminary decision to bring to the Board. It would take eight months to put a settlement together if we must bring every preliminary decision to the Board.
- The Board suggested making a motion.
- Mr. Rudacille noted he does not think a motion is needed. Ms. Syrek has been appointed to be the liaison to the Board throughout this project. Unless the Board wants to make a change, he does not think there is anything to do. Art is already engaged as a consultant. We have a formal engagement with Art.
- Mr. Spillane thought it should just be Ms. Syrek.
- Mr. Peebles noted he will be writing reports and will give them to Ms. Syrek.
- Mr. Peebles noted there are two other issues that need to be addressed. The pipe burst at the Fitness Center with some damage. Willis Smith indicated whatever damage you have they will make 100% whole.

- There is an issue that the flooring manufacturer said their warranty is now void. You had a 20 years manufacturer's warranty on the flooring, and they are saying now they will not warranty the floor because it was flooded from the burst pipe.
- Willis Smith offered to step in and provide a corporate warranty, a Willis Smith warranty, upon the exact same terms as the manufacturer's warranty. That sounds good, but there is an issue, that warranty is only as good as Willis Smith remaining a viable business entity. A solution is having a maintenance bond in place on the floor in lieu of Willis Smith, which would come at a cost to Willis Smith. Is the District willing to accept the Willis Smith warranty of the floor for the duration of the manufacturer's warranty or whether you want a maintenance bond on the floor?
- Mr. Rudacille asked did they offer a maintenance bond?
- Mr. Peebles responded they have not offered a maintenance bond. You must decide whether you want me to request that. It will come at a cost to Willis Smith. They would have to get a quote from a bonding company.
- Mr. Knaub and Ms. Syrek preferred a maintenance bond.
- Mr. Peebles will precede with requesting that.
- He noted there is another issue. During the construction the District was required to obtain a payment performance bond from Willis Smith for the public project and Willis Smith was required to provide it. Willis Smith charged the District for the payment performance bond, but then they claimed they failed to obtain it and provide it.
- He noted you did not have a non-payment issue. All the sub-contractors and suppliers were paid and there were no claims for unpaid work. The payment side of that is a complete mute issue. The work was completed.
- The only issue is for warranty claims and defect claims, which coincidentally, we have one, is that a bonding company, to the extent that any warranty provisions were included expressively in the contract, the bonding company stays on the hook to the extent of those post completion obligations of the contractor. There was a 12-month warranty and a four-year statute of limitations for obvious defects and for hidden or latent defects. There is a 10-year statute of repose on the outside limit.
- Mr. Peebles noted here we are post completion. Willis Smith is suggesting and offering a maintenance bond for their post completion obligations on the entire Activity Center

project. He suggested to them why not try to get a bond that mirrors the obligations of Willis Smith under FS 95.11 which is the statute of limitations. They presented that to the bonding company, who said, “no way”, “we will not do that”, “there is no such bond” and “we would not give you one even if there was one”.

- What they will do is give you a maintenance bond possibly for a period of one year at a time that is renewable.
- Mr. Peebles noted the Board needs to decide whether you want a maintenance bond from Willis Smith for the post completion obligations on the Activities Center project. His recommendation is “yes” and then we need to get a quote from Willis Smith Surety as to what that cost them.
- Mr. Spillane asked doesn’t the contract require a maintenance bond?
- Mr. Peebles responded contracts do not require a maintenance bond. You typically have a contractor’s one-year warranty and a manufacturer’s warranty for whatever duration they are. Then that warranty is something done correctly to begin with and then failed.
- You have a four-year statute of limitations to sue someone for work that was defectively done to begin with that was obvious to everyone in open view.
- You also have that four-year statute of limitations being able to be extended for up to a 10-year statute of repose for defects that were hidden to the eye and were late discovered.

Mr. Knaub MOVED to request a maintenance bond and Ms. Syrek seconded the Motion.

- Mr. Peebles suggested adding to the prior motion that the Board wants a maintenance bond subject to the financial terms of it being acceptable to the Board when Willis Smith presents it.
- Mr. Rudacille noted we will go back to Willis Smith. Do you anticipate there will be a formal settlement agreement assuming we come to an agreement as to what they are going to provide?
- Mr. Peebles noted there would need to be either a change order or a settlement agreement. They will not want to leave open this payment issue. We need to resolve this payment issue that they received the money for the bond.

- Mr. Peebles noted perhaps the Board wants to authorize him or give him direction to go forward to agree to a maintenance bond so we have something other than Willis Smith's corporate backing for the District and for us to come back to present to you what Willis Smith proposes as an acceptable explanation or financial position and whether or not we want to take that argument or whether we want to make a claim on that.

On VOICE vote with all in favor the prior motion passed.

- Mr. Spillane noted you have a decision from us on the bond alternative, you have a decision on the floor warranty, and you have an ally in the negotiations.
- Mr. Peebles noted I have direction to continue forward on the court problems.

Let the record reflect, Mr. Peebles left the meeting.

FIFTH ORDER OF BUSINESS

Manager's Report

- Mr. Koncar asked for a Motion to Approve the Consent Agenda.
- The Supervisors informed Mr. Koncar that was approved already, however, they made a motion to make it was approved.

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor the Consent Agenda was approved.

A. On-Site Manager's Report

- Mr. Mercer spoke about the transition for the On-Site Manager. He appreciates all the help he received from every Board member.
- Mr. Mercer noted last month we discussed insurance coverage.
- He noted Scott Gregory of McGriff Insurance gave us two proposals for renewal of policies for the Fitness Center and for the Beach Club.

On MOTION by Mr. Myhrberg seconded by Mr. Knaub with all in favor the quotes for insurance that take effect in May 2020 were approved.

- Ms. Syrek is looking for lower rates for all other policies because they appear too high.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor to renegotiate insurance coverage beginning October 1, 2020 was approved.

- Mr. Mercer noted the next policy coming up will be on May 22nd, a few days after the next Board meeting on May 19th. We will only have a few days during this month. He has the renewal for the Beach Club from Scott Gregory.
- The next item is the reclaimed water line. It needs to be repaired for the Golf Club.
- Mr. Rudacille noted they pump their own water out of the ponds. It does not even matter where the meter is. It is all their equipment. It is all their responsibility.
- Mr. Mercer received a phone call from the General Manager of the Golf Course, Mike Burton, threatening him and telling him he is not doing his job and the District is supposed to pay for this. Mr. Mercer told him he is doing his due diligence. The discovery we made is the Golf Course's responsibility. This hole has been sitting there for at least two months.
- Ms. Syrek noted it is their responsibility to maintain that easement.
- Mr. Rudacille noted if the Board wants him to send a letter, he would do so. He suggested giving them a copy of the Agreement to make sure they are aware of it.
- Ms. Syrek noted she can send a copy to them of the Agreement and note the sections they are responsible for and see what kind of response we get rather than do it formally from an attorney.
- Mr. Martone noted we have worked with the Golf Club on a cooperative basis ever since the Reclaimed Water Project. Some of the gages on those pipes are ours. We put them in. That pipe was there from our pond to the Golf Course forever. There is an Effluent Agreement that says they are entitled to virtually all the water we produce out of our wastewater treatment plant that goes into that pond. They are entitled to over 400,000 gallons of water per day. A letter came from SWFMD to the CDD and the Golf Course about this issue.
- Mr. Rudacille noted the Agreement provides for them to take water out of that pond and they must pay for it after a certain amount.
- Mr. Spillane noted they do not pay for anything now.
- Mr. Mercer asked what does the Board want him to do?
- Ms. Syrek will contact Mr. Burton and she will ask him to respond.

- Mr. Mercer spoke about another project he has, the RV Storage area. Every day he gets a call from someone who needs to be on the wait list. There is an area designated for expansion. The problem with developing the area is there is a large amount of construction debris left from projects done on Campus including large slabs of concrete.
- He proposed having someone come and remove the material, break them up with a hammer into reasonable size chunks that we could spread out over the area. Then come out later with fill. Then we could provide more spaces for residents to park their boats.
- He knows of one gentleman who could do this work for \$18,000. The work would take him about three weeks to complete.
- Mr. Mercer noted the RV Storage has the money to do the work.
- Mr. Spillane asked Mr. Mercer to get at least one more quote and we will proceed.
- Mr. Knaub noted there is a white van parked in our parking lot, Riverwood Home Services. They cannot park there and that is not acceptable. Put a note on the door or we will have it towed.
- Mr. Mercer discussed carpet cleaning. He received quotes from Stanley Steamer for \$807 and from our janitorial crew, Jan-Pro, for \$725.
- Mr. Spillane asked are we happy with Jan-Pro?
- Mr. Mercer responded they changed the crew. He thinks so for the time being.
- Ms. Syrek noted she feels Stanley Steamer does a great job.
- Mr. Spillane asked about a motion. Then felt it was unnecessary to make a motion. It is R&M and it should be routine.
- Mr. Mercer updated the Board on the sidewalk trip hazards along Club Drive. The machine doing the work is very good.
- Mr. Mercer noted his worker, Tim, who used to work under Inframark, before he was recruited to work for Riverwood, used to have a benefit where he went out with his boss, Brad McKnight, for lunch, once per month. He misses that benefit.
- Mr. Spillane noted put in a request for lunch.

B. Consideration of Resolution 2020-04, Confirming the District's Use of the Charlotte County Supervisor of Elections to Continue Conducting the District's Elections of Supervisors in Conjunction with the General Election

- There being no questions or comments,

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor Resolution 2020-04 confirming the District's Use of Charlotte County Supervisor of Elections to continue conducting the District's Elections of Supervisors in conjunction with the General Elections, was adopted.

C. Presentation of the Preliminary Fiscal Year 2021 Budget

- The Supervisors will discuss the Fiscal Year 2021 budget with their respective committees. They noted they will try to get their budget items ready by May 13, 2020.
- Mr. Koncar noted the tentative budget must be approved by June 15, 2020.
- Mr. Koncar noted he and Mr. Myhrberg discussed changing the website email addresses for the Board.
- Mr. Myhrberg noted we now have an ADA website. We still have the old original website. Can they swap the web address over to the new website? Mr. Koncar thinks that is possible.

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor the use of the ADA website as the new District website with the existing website to no longer be used as the District website was authorized.

D. PRAG Proposal to Redo Our Loan

- Mr. Koncar noted at the last meeting he discussed the possibility of refinancing the current 2018 debt. He received a proposal from PRAG. His cost is \$17,000. That is rolled into the cost of issuance. When we did the issue, we made sure there was no prepayment penalty. We are in a position where we could refinance. He feels the numbers look good enough that present value savings would be around \$475,000 over the life of the loan.
- This agreement would authorize him to go forward and investigate and come back to the Board with a final proposal with specific numbers. He does not get paid unless the loan is closed. Mr. Rudacille looked over the agreement.
- Mr. Rudacille suggested the Finance Committee reach out to Mr. Wendell Gaertner of PRAG to discuss.
- Mr. Spillane noted this will be referred to the Finance Committee to reach out to the bank and to PRAG.

SIXTH ORDER OF BUSINESS**Attorney's Report – Waterline**

- Mr. Rudacille noted he heard back today from the County Attorney's office. They made some minor revisions to the Interlocal Agreement we had drafted, but nothing that changes the terms. That will go on the next County Commission agenda.
- They asked for information from DMK in terms of contribution on upsizing to the waterline. DMK is going back and forth with CCU on the numbers. It is still moving forward as well.
- Due diligence period on the purchase agreement on the lot ends on Monday. The survey is a separate inspection period. We did not receive the survey yet. He does not know if there are any other due diligence items.

SEVENTH ORDER OF BUSINESS**Old Business****A. John Mercer Salary Adjustment**

- Mr. Myhrberg noted the Board is familiar we made a job offer to our Site Manager. We put a performance clause in for 90 days. We started at one salary and at the end of the 90 days we would raise it by \$2,500. He has given a satisfactory performance. This is an approval by the Board for an increase from \$62,500 to \$65,000.

On MOTION by Mr. Myhrberg seconded by Ms. Syrek with all in favor an adjustment to John Mercer salary to \$65,000 was approved.

B. Sewer Reimbursement, Criswell Residence

- Mr. Martone noted a resident had a sewer problem. We sent Inframark to look at it. They said the problem was on the resident's side. They called Charlotte County Plumbing to handle the problem and found the problem was on our side. Tree roots caused the problem. He had it fixed. Total cost was \$1,800, of which \$812.50 was Inframark's responsibility.

On MOTION by Mr. Martone seconded by Ms. Syrek with all in favor the sewer reimbursement for the Criswell resident for sewer issue for \$958.80 and request that \$812.50 be paid by Inframark was approved.
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EIGHTH ORDER OF BUSINESS**New Business (continued)**

C. Hazardous Duty Bonus Pay to RCDD Staff and Weiser Guards**i. Proposed \$1 Per Hour for Every Hour Worked from March 20th Through April 30th**

- Mr. Knaub noted a committee member sent him an email making the following request. He told him he will bring it to the Board.
- We closed the Campus down on March 20th until April 30th. The committee member proposed for every hour of work the guards and John and Tim worked, the people out here must deal with the residents. This was a bonus of \$1/hour, which would total \$2,064.
- Long discussion ensued on deciding on this issue. No decision was made at this time and this item was tabled to the next meeting.

D. Campus Closing and Possible Opening in the Future

- Mr. Spillane noted the decision was made by Ms. Syrek to close on March 20th.
- He wanted the Board to agree that was the right thing to do. He wanted to discuss how we can move forward. Should part of the Campus be opened or all the Campus?
- Mr. Spillane asked what should we do on May 1st?
- The County Commissioners meet today. What will they do?
- Mr. Knaub noted we had a Charlotte County Deputy come on a Saturday morning and told several Beach Club members and the attendant, here are the rules. He did not want the Sheriff's Department to come in and shut us down.
- Mr. Spillane noted on May 1st things are going to change. He wanted to make sure we are all in line where we are going.
- The Board had a lengthy discussion on what to do. Open some activities, which ones, not open, open on May 1st? Open the gym?

On MOTION by Mr. Knaub seconded by Mr. Myhrberg with all in favor the Supervisors in charge of specific facilities to open outside activities based upon direction from the County, was authorized.

NINTH ORDER OF BUSINESS**Other Reports**

- Ms. Syrek noted she was assigned the task of creating a Campus Committee. She gave the six names of those assigned to the committee for approval. They will hold a meeting as soon as they are able.

Ms. Syrek MOVED to appoint six members to the Campus Committee and Mr. Knaub seconded the motion.

- Mr. Rudacille asked what is the scope and authority of the committee?
- Mr. Spillane noted we are working on that. It is the management of the facility. It is the repairs and maintenance of the facility.
- Mr. Myhrberg noted usually when you want to form a committee, you create the scope and mission and then you bring it back to the Board.
- Mr. Martone noted you need a member from the tennis organization on the committee and member from the pickleball organization on the committee.
- He was informed those organizations are represented on the committee already.

On VOICE vote with all in favor the prior motion passed.

- Ms. Syrek noted the Finance Committee had a Zoom meeting. We completed our budget for the General Fund with some allocations that need to be done.

TENTH ORDER OF BUSINESS

Supervisor Comments

- Mr. Martone noted regarding our relationship with the Golf Course. There is a letter from SWFMD that both the CDD and the Golf Course agreed to. When we went in for matching money to put in the reclaimed water system, SWFMD gave us \$625,000 and they renewed the Golf Course permit that to withdraw water from the lake on the condition that on a quarterly basis we check the amount of water coming out of our pond into the Golf course and we would have to provide them with water. If we don't and we do not keep track of that and if it is the Golf Course's problem, then they lose their permit. If it is the CDD's problem, we must repay the \$625,000. We hopefully will have a better working relationship with the Golf Course.
- Mr. Myhrberg noted as we went through the budget, are there more items that have potential savings for us. If anyone knows of areas where there may be reductions, they should say something.
- Mr. Knaub noted he is working with Ron to see if there is a possibility of eliminating the current provider and maybe take the safety and access control away from Weiser.

- Mr. Knaub asked Mr. Rudacille to verify that because we are a CDD and under the RCA they required all guards have a Class B license. He will work Ron on putting together a proposal.
- Mr. Knaub noted to receive the Class B License, you must go through a 40-hour training program costing \$125. His proposal would be to come in, we hire you, pay \$125 if you are here one year.
- Mr. Knaub noted he will bring more information on the above at the next meeting.
- Mr. Spillane discussed sea walls and permits for those walls. That will be followed up.

ELEVENTH ORDER OF BUSINESS**Audience Comments**

- Several audience comments received primarily regarding COVID-19 and the Beach Club.
- Mr. Rudacille noted from a legal standpoint, if there is a question amongst the residents as to whether these meetings are still being held, it probably is a good idea to get some clarification out there, but local governments are considered an Essential Service. Almost every meeting he goes to now is taking place in City Halls and County Commission Chambers, where the public functions of that government had been closed, but they are still holding their meetings.
- Mr. Spillane noted we had statutory items we had to do which is why we had this meeting.

TWELTH ORDER OF BUSINESS**Adjournment**

- There being no further comments,

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor the meeting adjourned.

Secretary

Chairperson

4B

Riverwood Community Development District

Financial Statements

(unaudited)

April 30, 2020

Prepared by



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Riverwood Community Development District**Financial Statements****Balance Sheet**
April 30, 2020

Account Description	General Fund	General Fund - Reserves	Beach Club Fund (Operations)	Beach Club Fund (Loan)	Debt Service Fund (Valley National)	Capital Projects Fund	Enterprise Fund	Enterprise Fund - Reserves	Total
Assets									
Current Assets									
Cash - Checking Account	\$ 611,347	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 551,323	\$ -	\$ 1,162,670
Accounts Receivable	-	-	3	-	-	-	182,954	-	182,957
Accounts Receivable > 120	-	-	-	-	-	-	53,268	-	53,268
Allow -Doubtful Accounts	-	-	-	-	-	-	(48,640)	-	(48,640)
Loan Due from Beach Fund	233,212	-	-	-	-	-	-	-	233,212
Loan Account (Valley National)	-	-	-	-	-	9,529	-	-	9,529
Due From Other Funds	-	1,237,647	174,602	-	11,062	-	-	1,074,130	2,497,441
Investments:									
Certificates of Deposit - 12 Months	-	-	-	-	-	-	220,081	-	220,081
Money Market Account	1,730,402	-	-	-	-	-	925,415	-	2,655,817
Interest Account	-	-	-	-	151	-	-	-	151
Reserve Fund	-	-	-	-	131,302	-	-	-	131,302
Revenue Fund	-	-	-	-	821,535	-	-	-	821,535
Deposits	-	-	-	-	-	-	119,056	-	119,056
Total Current Assets	2,574,961	1,237,647	174,605	-	964,050	9,529	2,003,457	1,074,130	8,038,379
Noncurrent Assets									
Fixed Assets									
Land	-	-	-	-	-	-	330,000	-	330,000
Buildings	-	-	-	-	-	-	1,413,584	-	1,413,584
Accum Depr - Buildings	-	-	-	-	-	-	(723,857)	-	(723,857)
Infrastructure	-	-	-	-	-	-	9,393,525	-	9,393,525
Accum Depr - Infrastructure	-	-	-	-	-	-	(3,145,296)	-	(3,145,296)
Equipment and Furniture	-	-	-	-	-	-	10,477	-	10,477
Accum Depr - Equip/Furniture	-	-	-	-	-	-	(5,534)	-	(5,534)
Total Noncurrent Assets	-	-	-	-	-	-	7,272,899	-	7,272,899
Total Assets	\$ 2,574,961	\$ 1,237,647	\$ 174,605	\$ -	\$ 964,050	\$ 9,529	\$ 9,276,356	\$ 1,074,130	\$ 15,311,278

Riverwood Community Development District

Financial Statements

Balance Sheet
April 30, 2020

Account Description	General Fund	General Fund - Reserves	Beach Club Fund (Operations)	Beach Club Fund (Loan)	Debt Service Fund (Valley National)	Capital Projects Fund	Enterprise Fund	Enterprise Fund - Reserves	Total
Liabilities									
Current Liabilities									
Accounts Payable	\$ 27,285	\$ 167	\$ 3,567	\$ -	\$ -	\$ -	\$ 85,013	\$ 72,974	\$ 189,006
Accrued Expenses	10,500	-	1,700	-	-	-	-	-	12,200
Contracts Payable	-	-	-	-	-	17,964	-	-	17,964
Retainage Payable	-	-	-	-	-	8,373	-	-	8,373
Accrued Taxes Payable	583	-	-	-	-	-	-	-	583
Deposits	-	-	-	-	-	-	180,157	-	180,157
Deferred Revenue	-	-	-	-	-	-	8,342	-	8,342
Other Current Liabilities	-	-	-	-	-	-	1,834	-	1,834
Loan Due to General Fund	-	-	-	233,212	-	-	-	-	233,212
Due to Capital Projects Fund	9,529	-	-	-	-	-	-	-	9,529
Due To Other Funds	1,545,502	-	-	-	-	-	951,939	-	2,497,441
Total Current Liabilities	1,593,399	167	5,267	233,212	-	26,337	1,227,285	72,974	3,158,641
Total Liabilities	1,593,399	167	5,267	233,212	-	26,337	1,227,285	72,974	3,158,641
Fund Balances / Net Position									
Restricted for:									
Debt Service	-	-	-	-	964,050	-	-	-	964,050
Special Revenue	-	-	169,338	-	-	-	-	-	169,338
Assigned to:									
Operating Reserves	330,718	-	-	-	-	-	-	-	330,718
Reserves - Dog Park	-	5,785	-	-	-	-	-	-	5,785
Reserves - Ponds	-	86,242	-	-	-	-	-	-	86,242
Reserves - Recreation Facilities	-	333,009	-	-	-	-	-	-	333,009
Reserves - Roadways	-	768,472	-	-	-	-	-	-	768,472
Reserves - RV Park	-	43,971	-	-	-	-	-	-	43,971
Unassigned:	650,843	-	-	(233,212)	-	(16,808)	-	-	400,823
Net Investment in capital assets	-	-	-	-	-	-	7,271,065	-	7,271,065
Reserves - Emergency	-	-	-	-	-	-	240,667	-	240,667
Reserves - Sewer System	-	-	-	-	-	-	-	172,506	172,506
Reserves - Water System	-	-	-	-	-	-	-	811,451	811,451
Reserves - Irrigation System	-	-	-	-	-	-	-	17,199	17,199
Unrestricted/Unreserved	-	-	-	-	-	-	537,340	-	537,340
Total Fund Balances / Net Position	981,561	1,237,479	169,338	(233,212)	964,050	(16,808)	8,049,072	1,001,156	12,152,636
Total Liabilities & Fund Balances / Net Position	\$ 2,574,961	\$ 1,237,646	\$ 174,605	\$ -	\$ 964,050	\$ 9,529	\$ 9,276,357	\$ 1,074,130	\$ 15,311,278

Riverwood Community Development District**Financial Statements****General Fund****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Special Assmnts- Tax Collector	\$ 45,102	\$ 70,384	\$ (25,282)	\$ 1,323,064	\$ 1,351,847	\$ (28,783)	-2.1%	\$ 1,351,847
Special Assmnts- Discounts	-	(2,815)	2,815	(44,823)	(54,073)	9,250	-17.1%	(54,073)
Dog Park Revenue	(8)	-	(8)	120	-	120	0.0%	-
Other Miscellaneous Revenues	0	8	(8)	39	58	(20)	-33.6%	100
Interest - Investments	403	375	28	8,944	2,625	6,319	240.7%	4,500
Interfund Transfer - In	-	-	-	(0)	-	(0)	0.0%	-
Total Revenue / Other Sources	45,497	67,952	(22,456)	1,287,345	1,300,457	(13,113)	-1.0%	1,302,374

Expenditures**Administration**

P/R-Board of Supervisors	293	363	70	3,636	2,538	(1,099)	-43.3%	4,350
FICA Taxes	22	28	5	278	194	(84)	-43.3%	333
ProfServ-Engineering	-	98	98	1,159	683	(476)	-69.8%	1,170
ProfServ-Mgmt Consulting Serv	2,307	3,886	1,578	25,621	27,199	1,578	5.8%	46,627
ProfServ-Legal Services	6,660	967	(5,693)	30,233	6,767	(23,466)	-346.8%	11,600
ProfServ-Trustee Fees	-	-	-	-	3,717	3,717	n/a	3,717
Auditing Services	-	1,015	1,015	2,051	2,030	(21)	-1.0%	2,030
Postage and Freight	88	82	(6)	537	572	35	6.1%	980
Communications-Other	314	267	(47)	902	1,867	964	51.7%	3,200
Insurance - Property	-	-	-	2,237	2,050	(187)	-9.1%	2,050
Insurance - General Liability	-	-	-	6,112	9,500	3,388	35.7%	9,500
Printing and Binding	44	5	(39)	138	35	(103)	-292.9%	60
Legal Advertising	-	69	69	623	482	(140)	-29.0%	827
Miscellaneous Services	-	67	67	205	467	262	56.1%	800
Misc-Non Ad Valorem Taxes	-	-	-	2,341	3,000	659	22.0%	3,000
Misc-Records Storage	(0)	29	29	174	203	29	14.3%	348
Misc-Assessmnt Collection Cost	902	1,408	506	25,565	27,037	1,472	5.4%	27,037
Misc-Web Hosting	(58)	492	550	3,251	3,442	190	5.5%	5,900
Office Supplies	45	58	13	1,004	408	(595)	-145.8%	700
Misc-Contingency	-	167	167	78	1,167	1,088	93.3%	2,000
Total Administration	10,617	8,998	(1,619)	106,144	93,356	(12,788)	-13.7%	126,229

Environmental Services

Contracts-Preserve Maintenance	-	6,250	6,250	19,150	43,750	24,600	56.2%	75,000
Contracts-Lakes	2,133	2,500	367	14,931	17,500	2,569	14.7%	30,000
Gatehouse Attendants	10,500	17,500	7,000	110,089	122,500	12,411	10.1%	210,000
ProfServ-Consultants	600	1,250	650	5,125	8,750	3,625	41.4%	15,000
Electricity - General	200	200	(0)	1,336	1,400	64	4.5%	2,400
Utility - Water & Sewer	271	167	(104)	1,053	1,167	114	9.7%	2,000
R&M-Gate	1,683	583	(1,099)	7,577	4,083	(3,494)	-85.6%	7,000
R&M-Gatehouse	-	167	167	1,791	1,167	(624)	-53.5%	2,000

Riverwood Community Development District**Financial Statements****General Fund****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
R&M-Lake	-	417	417	(0)	2,917	2,917	100.0%	5,000
R&M-Sidewalks	-	1,667	1,667	12	11,667	11,655	99.9%	20,000
R&M-Signage	34	83	50	899	583	(316)	-54.1%	1,000
R&M-Storm Drain Cleaning	-	833	833	7,500	5,833	(1,667)	-28.6%	10,000
R&M-Preserves	28,161	7,917	(20,244)	52,782	55,417	2,634	4.8%	95,000
R&M-Lake Erosion	-	1,250	1,250	-	8,750	8,750	n/a	15,000
R&M-Roads	8	1,250	1,242	3,859	8,750	4,891	55.9%	15,000
R&M-Road Striping	-	83	83	-	583	583	n/a	1,000
R&M-Security Cameras	-	167	167	9,816	1,167	(8,649)	-741.4%	2,000
R&M-Road Scaping	-	417	417	3,788	2,917	(871)	-29.9%	5,000
Lakes & Preserve Planting	-	417	417	-	2,917	2,917	n/a	5,000
Preventative Maint-Security Systems	-	417	417	-	2,917	2,917	n/a	5,000
Misc-Gatehouse Administration	90	500	410	5,830	3,500	(2,330)	-66.6%	6,000
Misc-Contingency	14	1,506	1,492	589	10,544	9,955	94.4%	18,075
Total Environmental Services	43,694	45,540	1,846	246,128	318,777	72,649	22.8%	546,475
Activity Center Campus								
Payroll-Salaries	11,655	-	(11,655)	20,851	-	(20,851)	0.0%	-
FICA Taxes	892	-	(892)	1,595	-	(1,595)	0.0%	-
Contracts-On-Site Maintenance	(0)	1,000	1,000	5,000	7,000	2,000	28.6%	12,000
Electricity - General	2,156	4,333	2,177	22,050	30,333	8,283	27.3%	52,000
Utility - Water & Sewer	2,226	1,333	(892)	8,931	9,333	402	4.3%	16,000
Electricity-Pool	421	833	413	5,579	5,833	254	4.4%	10,000
Insurance - Property	-	-	-	37,095	34,000	(3,095)	-9.1%	34,000
Insurance - General Liability	-	-	-	1,087	3,000	1,913	63.8%	3,000
R&M-General	165	-	(165)	165	-	(165)	0.0%	-
R&M-Pools	-	833	833	5,753	5,833	80	1.4%	10,000
R&M-Tennis Courts	431	1,833	1,402	12,134	12,833	699	5.4%	22,000
R&M-Fitness Equipment	-	250	250	1,079	1,750	671	38.3%	3,000
R&M-Activity Center	1,736	2,500	764	23,352	17,500	(5,852)	-33.4%	30,000
R&M-Security Cameras	-	167	167	-	1,167	1,167	n/a	2,000
R&M-Recreation Center	299	583	284	2,765	4,083	1,318	32.3%	7,000
Activity Ctr Cleaning-Outside Areas	3	2,917	2,914	4,974	20,417	15,443	75.6%	35,000
Activity Ctr Cleaning- Inside Areas	1,020	2,667	1,647	13,884	18,667	4,783	25.6%	32,000
Pool Daily Maintenance	1,698	1,500	(198)	10,090	10,500	410	3.9%	18,000
R&M-Croquet Turf Maintenance	(345)	1,833	2,178	10,545	12,833	2,288	17.8%	22,000
Tennis Courts-Daily Maintenance	8,445	2,458	(5,987)	16,881	17,205	324	1.9%	29,494
Misc-Special Projects	-	2,500	2,500	12,694	17,500	4,806	27.5%	30,000
Misc-Contingency	156	2,681	2,526	13,002	18,769	5,767	30.7%	32,176
Total Activity Center Campus	30,958	30,222	(735)	229,507	248,558	19,050	7.7%	399,670
Total Expenditures	85,268	84,760	(509)	581,779	660,691	78,912	11.9%	1,072,374

Riverwood Community Development District

Financial Statements

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Transfers Out								
Reserve - Roadways	-	-	-	230,000	230,000	-	0.0%	230,000
Total Transfers Out	-	-	-	230,000	230,000	-	0.0%	230,000
Total Expenditures & Transfers	85,268	84,760	(509)	811,779	890,691	78,912	8.9%	1,302,374
Net Surplus (Deficit)	<u>\$ (39,772)</u>	<u>\$ (16,807)</u>	<u>\$ (22,964)</u>	475,566	409,767	65,799		-
Fund balance as of Oct 01, 2019				505,995	505,995	-		505,995
Fund Balance as of Apr 30, 2020				<u>\$ 981,561</u>	<u>\$ 915,762</u>	<u>\$ 65,799</u>		<u>\$ 505,995</u>

Riverwood Community Development District

Financial Statements

General Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Dog Park Revenue	-	167	(167)	3,126	1,167	1,960	168.0%	2,000
RV Parking Lot Revenue	-	1,542	(1,542)	18,797	10,792	8,005	74.2%	18,500
Transfer In - Roadways	-	-	-	230,000	230,000	-	0.0%	230,000
Transfer In - Rec Facilities	69,000	-	69,000	346,754	-	346,754	n/a	-
Total Revenue / Other Sources	69,000	1,708	67,292	598,677	241,958	356,719	147.4%	250,500
Expenditures								
Dog Park								
Materials & Supplies	(2,000)	167	2,167	8,043	1,167	(6,876)	-589.4%	2,000
Total Dog Park	(2,000)	167	2,167	8,043	1,167	(6,876)	-589.4%	2,000
Recreational Facilities								
Materials & Supplies	2,000	-	(2,000)	2,000	-	(2,000)	n/a	-
Capital Projects	-	-	-	178,566	-	(178,566)	n/a	-
ProfServ-Engineering	-	-	-	3,950	-	(3,950)	n/a	-
Total Recreational Facilities	2,000	-	(2,000)	184,516	-	(184,516)	n/a	-
Roadways								
Materials & Supplies	-	19,167	19,167	-	134,167	134,167	100.0%	230,000
Capital Projects	-	-	-	109	-	(109)	n/a	-
Total Roadways	-	19,167	19,167	109	134,167	134,058	99.9%	230,000
RV Park								
Materials & Supplies	-	1,542	1,542	-	10,792	10,792	100.0%	18,500
Postage and Freight	3	-	(3)	14	-	(14)	n/a	-
Advertising	-	-	-	3	-	(3)	n/a	-
Contracts-On-Site Maintenance	(3)	-	3	977	-	(977)	n/a	-
Fuel, Gasoline and Oil	9	-	(9)	68	-	(68)	n/a	-
Landscape Maintenance	-	-	-	13,563	-	(13,563)	n/a	-
Total RV Park	9	1,542	1,533	14,624	10,792	(3,832)	-35.5%	18,500
Total Expenditures	9	20,875	20,866	207,292	146,125	(61,167)	-41.9%	250,500
Net Surplus (Deficit)	\$ 68,991	\$ (19,167)	\$ 88,158	391,386	95,833	295,552		-
Fund balance as of Oct 01, 2019				846,094	846,094	-		846,094
Fund Balance as of Apr 30, 2020				\$ 1,237,479	\$ 941,927	\$ 295,552		\$ 846,094

Riverwood Community Development District

Financial Statements

General Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	

Reserve Balances

Reserve	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Dog Park Reserves	\$10,702	\$3,126	\$0	\$8,043	\$5,785
Pond Reserves	\$86,242	\$0	\$0	\$0	\$86,242
Recreation Facilities Reserves	\$170,770	\$346,754	\$0	\$184,516	\$333,009
Roadways Reserves	\$538,581	\$230,000	\$0	\$109	\$768,472
RV Park Reserves	\$39,799	\$18,797	\$0	\$14,624	\$43,971
Total	\$846,094	\$598,677	\$0	\$207,292	\$1,237,479

Riverwood Community Development District**Financial Statements****Beach Club Fund (Operations)****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Membership Dues	\$ -	\$ 12,333	\$ (12,333)	\$ 148,350	\$ 86,333	\$ 62,017	71.8%	\$ 148,000
Initiation Fees	(54)	67	(120)	1,400	467	933	200.0%	800
Wait List Fees	50	42	8	450	292	158	54.3%	500
Amenities Revenue	-	83	(83)	900	583	317	54.3%	1,000
Other Miscellaneous Revenues	0	-	0	55	-	55	n/a	-
Total Revenue / Other Sources	(3)	12,525	(12,528)	151,155	87,675	63,480	72.4%	150,300

Expenditures**Beach Club Operations**

ProfServ-Mgmt Consulting Serv	1,000	1,006	6	7,000	7,044	44	0.6%	12,076
Contracts-On-Site Maintenance	-	83	83	-	583	583	100.0%	1,000
Attendant	4,317	4,083	(234)	25,972	28,583	2,611	9.1%	49,000
Contracts-Landscape	-	250	250	-	1,750	1,750	100.0%	3,000
Communication - Telephone	189	167	(23)	1,618	1,167	(451)	-38.7%	2,000
Postage and Freight	-	4	4	129	29	(100)	-343.6%	50
Utility - General	64	75	11	412	525	113	21.6%	900
Utility - Refuse Removal	33	40	6	233	277	44	15.9%	475
Utility - Water & Sewer	116	150	34	591	1,050	459	43.8%	1,800
Insurance - Property	4,167	-	(4,167)	14,128	9,130	(4,998)	-54.7%	9,130
Insurance - General Liability	-	-	-	1,415	2,200	785	35.7%	2,200
R&M-Buildings	8	583	576	429	4,083	3,655	89.5%	7,000
R&M-Equipment	-	192	192	1,661	1,342	(319)	-23.8%	2,300
Preventative Maint-Security Systems	-	146	146	-	1,021	1,021	100.0%	1,750
Misc-Special Projects	-	583	583	826	4,083	3,258	79.8%	7,000
Misc-Web Hosting	-	67	67	-	467	467	100.0%	800
Misc-Taxes	-	-	-	678	675	(3)	-0.4%	675
Misc-Contingency	-	211	211	150	1,476	1,326	89.8%	2,530
Office Supplies	-	46	46	85	321	236	73.5%	550
Op Supplies - General	-	83	83	1,847	583	(1,264)	-216.6%	1,000
Total Beach Club Operations	9,895	7,769	(2,126)	57,174	66,390	9,216	13.9%	105,236

Riverwood Community Development District

Financial Statements

Beach Club Fund (Operations)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Debt Service								
Principal Debt Retirement	-	-	-	-	-	-	n/a	20,634
Interest Expense	-	-	-	-	-	-	n/a	6,430
Total Debt Service	-	-	-	-	-	-	n/a	27,064
Total Expenditures	9,895	7,769	(2,126)	57,174	66,390	9,216	13.9%	132,300
Reserves								
Capital Reserve	-	-	-	-	18,000	18,000	100.0%	18,000
Total Reserves	-	-	-	-	18,000	18,000	100.0%	18,000
Total Expenditures & Reserves	9,895	7,769	(2,126)	57,174	84,390	27,216	32.3%	150,300
Net Surplus (Deficit)	<u>\$ (9,898)</u>	<u>\$ 4,756</u>	<u>\$ (14,654)</u>	93,981	3,285	90,696		-
Fund balance as of Oct 01, 2019				75,356	75,356	-		75,356
Fund Balance as of Apr 30, 2020				<u>\$ 169,337</u>	<u>\$ 78,641</u>	<u>\$ 90,696</u>		<u>\$ 75,356</u>

Riverwood Community Development District

Financial Statements

Beach Club Fund (Loan)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Total Revenue / Other Sources	-	-	-	-	-	-	n/a	-
Expenditures								
Total Expenditures	-	-	-	-	-	-	n/a	-
Net Surplus (Deficit)	\$ -	\$ -	\$ -	-	-	-		-
Fund balance as of Oct 01, 2019				(233,212)	(233,212)	-		(233,212)
Fund Balance as of Apr 30, 2020				\$ (233,212)	\$ (233,212)	\$ -		\$ (233,212)

Riverwood Community Development District

Financial Statements

Series 2018 Debt Service Fund (Valley National Bank)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Special Assmnts- Tax Collector	\$ 24,177	\$ 36,363	\$ (12,186)	\$ 683,259	\$ 698,412	\$ (15,153)	-2.2%	\$ 698,412
Special Assmnts- Discounts	-	(1,454)	1,454	(23,518)	(27,936)	4,418	-15.8%	(27,936)
Interest - Investments	462	167	295	4,004	1,167	2,837	243.2%	2,000
Total Revenue / Other Sources	24,639	35,076	(10,437)	663,745	671,643	(7,897)	-1.2%	672,476
Expenditures								
Debt Service								
Misc-Assessmnt Collection Cost	484	728	244	13,195	13,968	773	5.5%	13,968
Principal Debt Retirement	-	-	-	-	-	-	n/a	392,000
Interest Expense	-	-	-	135,140	135,140	0	0.0%	270,280
Total Debt Service	484	728	244	148,335	149,108	773	0.5%	676,248
Total Expenditures	484	728	244	148,335	149,108	773	0.5%	676,248
Net Surplus (Deficit)	\$ 24,155	\$ 34,348	\$ (10,193)	515,411	522,535	(7,124)		(3,772)
Fund balance as of Oct 01, 2019				448,638	448,638	-		448,638
Fund Balance as of Apr 30, 2020				\$ 964,049	\$ 971,173	\$ (7,124)		\$ 444,866

Riverwood Community Development District**Financial Statements****Capital Projects Fund****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Total Revenue / Sources	-	-	-	-	-	-	n/a	-
Expenditures								
Total Expenditures	-	-	-	-	-	-	n/a	-
Transfers Out								
Operating Transfers-Out	69,000	-	(69,000)	346,754	-	(346,754)	n/a	-
Total Transfers Out	69,000	-	(69,000)	346,754	-	(346,754)	n/a	-
Total Expenditures & Transfers	69,000	-	(69,000)	346,754	-	(346,754)	n/a	-
Net Surplus (Deficit)	(69,000)	-	(69,000)	(346,754)	-	(346,754)		-
Fund balance as of Oct 01, 2019				329,946	329,946	-		329,946
Fund Balance as of Apr 30, 2020				\$ (16,808)	\$ 329,946	\$ (346,754)		\$ 329,946

Riverwood Community Development District**Financial Statements****Enterprise Fund - Breakdown by Utility Services****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Utility Services			Total	Total	Variance	%	Adopted
	Water	Sewer	Irrigation	YTD Actuals	YTD Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Base Charges for Services	\$ 204,850	\$ -	\$ 90,366	\$ 295,215	\$ 298,347	\$ (3,132)	-1.0%	\$ 511,452
Usage Charges for Services	132,975	749,875	80,218	963,068	877,001	86,067	9.8%	1,503,430
Standby Fees	-	6,496	-	6,496	-	6,496	0.0%	-
Meter Fees	-	-	-	-	583	(583)	-100.0%	1,000
Connection Fees - W/S	-	1,720	-	1,720	-	1,720	0.0%	-
Water Quality Surcharge	39,223	-	-	39,223	44,100	(4,877)	-11.1%	75,600
Compliance Fees	-	-	-	-	28,420	(28,420)	-100.0%	48,720
Other Miscellaneous Revenues	3,800	17,310	-	21,110	5,717	15,393	269.3%	9,800
Interest - Investments	2,483	4,475	1,034	7,992	2,917	5,076	174.0%	5,000
Total Revenue / Other Sources	383,331	779,877	171,617	1,334,825	1,257,084	77,740	6.2%	2,155,002
Expenses								
Administration	52,353	98,431	16,532	167,316	183,108	15,792	8.6%	270,146
Utility Services	378,384	383,060	96,620	858,065	874,916	16,851	1.9%	1,499,856
Transfers Out	-	-	-	-	380,000	380,000	100.0%	380,000
Total Expenses	430,737	481,492	113,151	1,025,380	1,438,024	412,643	28.7%	2,150,002
Net Profit (Loss)	<u>\$ (47,407)</u>	<u>\$ 298,385</u>	<u>\$ 58,466</u>	309,445	(180,939)	490,384		5,000
Net Position as of Oct 01, 2019				7,739,627	7,739,627	-		7,739,627
Net Position as of Apr 30, 2020				<u>\$ 8,049,072</u>	<u>\$ 7,558,688</u>	<u>\$ 490,384</u>		<u>\$ 7,744,627</u>

Riverwood Community Development District**Financial Statements****Enterprise Fund - Water Services****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Water-Base Rate	\$ 27,796	\$ 29,421	\$ (1,625)	\$ 204,850	\$ 205,947	\$ (1,097)	-0.5%	\$ 353,052
Water-Usage	20,101	14,667	5,435	132,975	102,667	30,308	29.5%	176,000
Water Quality Surcharge	5,600	6,300	(700)	39,223	44,100	(4,877)	-11.1%	75,600
Compliance Fees	-	4,060	(4,060)	-	28,420	(28,420)	-100.0%	48,720
Other Miscellaneous Revenues	603	150	453	3,800	1,050	2,750	261.9%	1,800
Interest - Investments	60	-	60	2,483	-	2,483	n/a	-
Total Revenue / Other Sources	54,161	54,598	(436)	383,331	382,184	1,147	0.3%	655,172
Expenses								
Administration								
P/R-Board of Supervisors	172	213	41	1,545	1,488	(58)	-3.9%	2,550
FICA Taxes	13	16	3	118	114	(5)	-4.0%	195
ProfServ-Engineering	-	99	99	22,366	694	(21,672)	-3122.1%	1,190
ProfServ-Legal Services	-	567	567	3,546	3,967	421	10.6%	6,800
ProfServ-Mgmt Consulting Serv	1,643	2,766	1,123	18,240	19,364	1,123	5.8%	33,195
Auditing Services	-	595	595	1,202	1,190	(12)	-1.0%	1,190
Postage and Freight	9	26	16	81	179	97	54.6%	306
Insurance - General Liability	-	-	-	4,504	7,000	2,496	35.7%	7,000
Printing and Binding	5	28	23	60	198	138	69.7%	340
Legal Advertising	-	40	40	126	283	157	55.3%	485
Miscellaneous Services	44	79	35	375	554	179	32.3%	949
Misc-Records Storage	-	17	17	85	119	34	28.6%	204
Misc-Web Hosting	(34)	267	301	101	1,867	1,766	94.6%	3,200
Office Supplies	3	9	6	3	60	57	95.7%	102
Total Administration	1,855	4,721	2,867	52,353	37,074	(15,278)	-41.2%	57,706
Utility Services								
Contracts-Other Services	4,904	4,835	(69)	33,430	33,842	413	1.2%	58,015
Utility - Base Rate	11,544	11,544	-	80,808	80,808	-	0.0%	138,528
Utility - Water-Usage	40,752	21,667	(19,085)	246,696	151,667	(95,029)	-62.7%	260,000
Utility-CCU Admin Fee	4	4	0	27	29	3	9.1%	50
R&M-General	1,685	5,833	4,149	17,424	40,833	23,409	57.3%	70,000
Misc-Licenses & Permits	-	25	25	-	175	175	100.0%	300
Back Flow Preventors	-	4,060	4,060	-	28,420	28,420	100.0%	48,720
Misc-Contingency	-	154	154	-	1,081	1,081	100.0%	1,853
Total Utility Services	58,888	48,122	(10,766)	378,384	336,855	(41,529)	-12.3%	577,466
Total Expenses	60,743	52,844	(7,899)	430,737	373,929	(56,808)	-15.2%	635,172

Riverwood Community Development District

Financial Statements

Enterprise Fund - Water Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Transfers Out								
Reserve - Water System	-	-	-	-	20,000	20,000	100.0%	20,000
Total Transfers Out	-	-	-	-	20,000	20,000	100.0%	20,000
Total Expenses & Transfers	60,743	52,844	(7,899)	430,737	393,929	(36,808)	-9.3%	655,172
Net Profit (Loss)	<u>\$ (6,581)</u>	<u>\$ 1,754</u>	<u>\$ (8,335)</u>	<u>\$ (47,407)</u>	<u>\$ (11,746)</u>	<u>\$ (35,661)</u>		<u>\$ -</u>

Riverwood Community Development District

Financial Statements

Enterprise Fund - Sewer Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Sewer Revenue	\$ 107,143	\$ 101,119	\$ 6,024	\$ 749,875	\$ 707,834	\$ 42,041	5.9%	\$ 1,213,430
Standby Fees	904	-	904	6,496	-	6,496	n/a	-
Connection Fees - W/S	-	-	-	1,720	-	1,720	n/a	-
Other Miscellaneous Revenues	2,748	667	2,082	17,310	4,667	12,643	270.9%	8,000
Interest - Investments	113	-	113	4,475	-	4,475	n/a	-
Total Revenue / Other Sources	110,908	101,786	9,123	779,877	712,501	67,376	9.5%	1,221,430

Expenses

Administration

P/R-Board of Supervisors	434	538	103	3,909	3,763	(147)	-3.9%	6,450
FICA Taxes	33	41	8	299	288	(11)	-3.9%	493
ProfServ-Engineering	-	257	257	3,484	1,797	(1,687)	-93.9%	3,080
ProfServ-Legal Services	559	1,467	908	4,526	10,267	5,741	55.9%	17,600
ProfServ-Mgmt Consulting Serv	4,155	6,997	2,842	46,137	48,979	2,842	5.8%	83,964
Auditing Services	-	1,505	1,505	3,040	3,010	(30)	-1.0%	3,010
Postage and Freight	24	65	41	162	452	289	64.1%	774
Insurance - Property	-	-	-	15,744	14,430	(1,314)	-9.1%	14,430
Insurance - General Liability	-	-	-	19,301	30,000	10,699	35.7%	30,000
Printing and Binding	13	72	59	152	502	350	69.7%	860
Legal Advertising	-	0	0	205	2	(203)	-11621.7%	3
Miscellaneous Services	111	200	89	947	1,399	452	32.3%	2,399
Misc-Records Storage	-	43	43	258	301	43	14.3%	516
Misc-Web Hosting	(86)	686	772	260	4,802	4,542	94.6%	8,232
Office Supplies	6	25	19	6	175	169	96.3%	300
Total Administration	5,250	11,894	6,644	98,431	120,165	21,733	18.1%	172,111

Utility Services

Electricity - General	3,996	4,750	754	29,063	33,250	4,187	12.6%	57,000
Utility - Water & Sewer	35	292	256	1,415	2,042	627	30.7%	3,500
Communication - Telephone	320	542	221	3,960	3,792	(168)	-4.4%	6,500
Contracts-Other Services	29,716	29,397	(320)	208,798	205,776	(3,023)	-1.5%	352,758
R&M-Sludge Hauling	9,180	6,385	(2,795)	35,700	44,695	8,995	20.1%	76,620
Maintenance - Security Systems	-	146	146	-	1,021	1,021	100.0%	1,750
R&M-General	37,111	16,667	(20,444)	85,963	116,667	30,703	26.3%	200,000
Misc-Licenses & Permits	-	12	12	145	82	(63)	-77.6%	140
Misc-Bad Debt	-	292	292	-	2,042	2,042	100.0%	3,500
Misc-Contingency	208	796	588	857	5,571	4,714	84.6%	9,551
Op Supplies - Chemicals	2,253	2,333	80	17,159	16,333	(826)	-5.1%	28,000
Total Utility Services	82,820	61,610	(21,210)	383,060	431,269	48,209	11.2%	739,319

Total Expenses	88,070	73,504	(14,566)	481,492	551,434	69,942	12.7%	911,430
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Riverwood Community Development District**Financial Statements****Enterprise Fund - Sewer Services****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Transfers Out								
Reserve - Sewer System	-	-	-	-	310,000	310,000	100.0%	310,000
Total Transfers Out	-	-	-	-	310,000	310,000	100.0%	310,000
Total Expenses & Transfers	88,070	73,504	(14,566)	481,492	861,434	379,942	44.1%	1,221,430
Net Profit (Loss)	<u>\$ 22,839</u>	<u>\$ 28,282</u>	<u>\$ (5,443)</u>	<u>\$ 298,385</u>	<u>\$ (148,933)</u>	<u>\$ 447,318</u>		<u>\$ -</u>

Riverwood Community Development District**Financial Statements****Enterprise Fund - Irrigation Services****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget	
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance		
Revenue / Other Sources									
Irrigation-Base Rate	\$ 12,202	\$ 13,200	\$ (998)	\$ 90,366	\$ 92,400	\$ (2,034)	-2.2%	\$ 158,400	
Irrigation-Usage	12,060	9,500	2,560	80,218	66,500	13,718	20.6%	114,000	
Meter Fees	-	83	(83)	-	583	(583)	-100.0%	1,000	
Interest - Investments	25	-	25	1,034	-	1,034	n/a	-	
Total Revenue / Other Sources	24,288	22,783	1,504	171,617	159,483	12,134	7.6%	273,400	
Expenses									
Administration									
P/R-Board of Supervisors	101	125	24	909	875	(34)	-3.9%	1,500	
FICA Taxes	8	10	2	70	67	(3)	-3.8%	115	
ProfServ-Engineering	-	443	443	-	3,103	3,103	100.0%	5,320	
ProfServ-Legal Services	-	417	417	304	2,917	2,613	89.6%	5,000	
ProfServ-Mgmt Consulting Serv	966	1,627	661	10,730	11,391	661	5.8%	19,527	
Auditing Services	-	350	350	707	700	(7)	-1.0%	700	
Postage and Freight	6	15	9	38	105	67	64.1%	180	
Insurance - Property	-	-	-	491	450	(41)	-9.1%	450	
Insurance - General Liability	-	-	-	2,878	4,474	1,596	35.7%	4,474	
Printing and Binding	3	17	14	35	117	81	69.7%	200	
Legal Advertising	-	24	24	30	166	136	82.1%	285	
Miscellaneous Services	26	47	21	220	326	105	32.3%	558	
Misc-Records Storage	-	10	10	60	70	10	14.3%	120	
Misc-Web Hosting	(20)	153	173	58	1,073	1,015	94.6%	1,840	
Office Supplies	2	5	4	2	35	34	95.7%	60	
Total Administration	1,091	3,242	2,151	16,532	25,869	9,337	36.1%	40,329	
Utility Services									
Electricity - General	2,496	2,500	4	16,974	17,500	526	3.0%	30,000	
Contracts-Other Services	2,249	2,333	84	15,852	16,333	481	2.9%	28,000	
Utility - Water-Usage	3,629	2,500	(1,129)	22,317	17,500	(4,817)	-27.5%	30,000	
R&M-General	1,458	7,256	5,798	39,305	50,791	11,486	22.6%	87,071	
Op Supplies - Chemicals	213	667	454	2,172	4,667	2,495	53.5%	8,000	
Total Utility Services	10,045	15,256	5,211	96,620	106,791	10,172	9.5%	183,071	
Total Expenses	11,136	18,498	7,362	113,151	132,660	19,509	14.7%	223,400	

Riverwood Community Development District**Financial Statements****Enterprise Fund - Irrigation Services****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Transfers Out								
Reserves - Irrigation System	-	-	-	-	50,000	50,000	100.0%	50,000
Total Transfers Out	-	-	-	-	50,000	50,000	100.0%	50,000
Total Expenses & Transfers	11,136	18,498	7,362	113,151	182,660	69,509	38.1%	273,400
Net Profit (Loss)	<u>\$ 13,152</u>	<u>\$ 4,285</u>	<u>\$ 8,867</u>	<u>\$ 58,466</u>	<u>\$ (23,177)</u>	<u>\$ 81,643</u>		<u>\$ -</u>

Riverwood Community Development District**Financial Statements****Enterprise Fund - Reserves****Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending April 30, 2020

(58.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
Revenue / Other Sources								
Transfer In - Water Services	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ (20,000)	-100.0%	\$ 20,000
Transfer In - Sewer Services	-	-	-	-	310,000	(310,000)	-100.0%	310,000
Transfer In - Irrigation Services	-	-	-	-	50,000	(50,000)	-100.0%	50,000
Total Revenue / Other Sources	-	-	-	-	380,000	(380,000)	-100.0%	380,000
Expenses								
Water Services								
Capital Projects	-	1,667	1,667	-	11,667	11,667	100.0%	20,000
ProfServ-Engineering	-	-	-	6,511	-	(6,511)	n/a	-
Total Water Services	-	1,667	1,667	6,511	11,667	5,156	44.2%	20,000
Sewer Services								
Capital Projects	72,975	25,833	(47,141)	128,722	180,833	52,111	28.8%	310,000
Total Sewer Services	72,975	25,833	(47,141)	128,722	180,833	52,111	28.8%	310,000
Irrigation Services								
Capital Projects	-	4,167	4,167	-	29,167	29,167	100.0%	50,000
Total Irrigation Services	-	4,167	4,167	-	29,167	29,167	100.0%	50,000
Total Expenses	72,975	31,667	(41,308)	135,233	221,667	86,434	39.0%	380,000
Net Position as of Oct 01, 2019				1,136,389	1,136,389	-		1,136,389
Net Position as of Apr 30, 2020				\$ 1,001,156	\$ 1,294,722	\$ (293,566)		\$ 1,136,389

Reserve Balances

Reserve	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Water Services Reserve	\$817,961	\$0	\$0	\$6,511	\$811,451
Sewer Services Reserve	\$301,229	\$0	\$0	\$128,722	\$172,506
Irrigation Services Reserve	\$17,199	\$0	\$0	\$0	\$17,199
Total	\$1,136,389	\$0	\$0	\$135,233	\$1,001,156

Fifth Order of Business

5B



HON. PAUL A. STAMOULIS

CHARLOTTE COUNTY SUPERVISOR of ELECTIONS

226 Taylor Street, Unit 120
Punta Gorda, FL 33950
(941) 833-5400

April 24, 2020

Inframark
210 N University Dr Ste 702
Coral Springs, FL 33071

Attention: Sandra H. Demarco

Dear Ms. Demarco;

Per your request for the number of registered voters as of April 15, 2020 within Heritage Lake Park Community Development District, Heritage Oak Park Community Development District and Riverwood Community Development District is as follow.

Heritage Lake Park Community Development District - 473
Heritage Oak Park Community Development District - 808
Riverwood Community Development District - 1286

Please do not hesitate to contact me if you require further assistance.

Sincerely,

Vincenza F. Treppiedi, MFCEP
Office Manager/Election Central Director
941-833-5407
vinnie@charlottevotes.com
Representing the Office of
Hon. Paul A Stamoulis
Supervisor of Elections
Charlotte County, FL

Seventh Order of Business

Fiscal Year 2021 Budget will be provided
Under Separate Cover

7A

RESOLUTION 2020-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT
APPROVING THE BUDGET FOR FISCAL YEAR 2021 AND
SETTING A PUBLIC HEARING THEREON PURSUANT TO
FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2021; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to set the required public hearing thereon;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE RIVERWOOD COMMUNITY
DEVELOPMENT DISTRICT;**

1. The budget proposed by the District Manager for Fiscal Year 2021 is hereby approved as the basis for conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: August 18, 2020

Hour: 2:00 p.m.

Place: Riverwood Activity Center
4250 Riverwood Drive
Port Charlotte, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

Adopted this 19th day of May, 2020

Michael Spillane
Chairperson

Robert Koncar
Secretary