

**RIVERWOOD COMMUNITY
DEVELOPMENT DISTRICT
JULY 21, 2020**

AGENDA PACKAGE

July 14, 2020

Board of Supervisors
Riverwood Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors will be held on Tuesday, July 21, 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 July 21, 2020 Agenda
3. Audience Comments on Agenda Items
4. Approval of Consent Agenda
 - A. Approval of the Minutes of June 16, 2020 Meeting
 - B. Acceptance of the Financial Statements and Check Registers
5. Manager's Report
 - A. On-Site Manager's Report
 - B. Consideration of Resolution 2020-06, FY2020 General Fund Budget Amendment
 - C. Discussion of Website Requirements Amendments
 - D. Discussion and Review of FY2021 Meeting Date
6. Monthly Client Report
7. Attorney's Report
8. Old Business
 - A. Discussion of the Activity Center Closing
 - B. Discussion of Broadcasting CDD Meetings
 - C. Update on GoDaddy Emails – Microsoft Office Bundle
 - D. Discussion of Security Attendant Enforcement Rules
9. New Business
 - A. Consideration of Welch Tennis Court Proposal for Resurfacing Courts #5 and #6
 - B. Approval to Hire an Office Administrative Assistant
 - C. Approval of Sunstate Gate Proposals for the Replacement of the Weatherproof Equipment Boxes at Willow Glen and Back Gate
 - D. Approval of New Maintenance Contract with Solitude
 - E. Approval of Pump Station Proposal
 - F. Approval of Security Proposal

- G. Discussion regarding Riverwood Security Personnel
 - i. Short-term
 - ii. Long-term
 - iii. Review of the Numbers
- H. Discussion of the Weiser Contracts
 - i. Base pay versus Overtime
- I. Gatehouse Attendants Bonuses from March 21 to April 30
 - i. Proposal to pay \$1/hr bonus for every hour worked by the Gate House and Beach Club Guards during the Initial Onset of Covid-19
 - ii. Authorize Weiser to pay each employee in their bi-monthly paycheck
- J. Riverwood Security Gate Maintenance Discussion
 - i. Riverwood Gates and Access Control Systems
 - 1. TEM
 - 2. Local Security Gate Provider – Sunstate Gate
 - ii. Beach Club Gate Maintenance
 - 1. TEM
 - 2. Local Security Gate Provider – Sunstate Gate
- K. Discussion of the Backgate Exit Barcode
 - i. Restrict Back Gate Exit to Barcode users only
- 10. Other Committee 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 regular meeting of the Board of Supervisors of the Riverwood Community Development District held on Tuesday, June 16, 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
Donald Myhrberg	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Scott Rudacille	District Attorney
John Mercer	On-Site Manager
Jerry Hahn	Water & Infrastructure Operations
Residents	

The following is a summary of the minutes and actions taken at the June 16, 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 June 16, 2020 Agenda

- Mr. Knaub asked to remove Item 8B, Rules and Regulations for Section 5.22 from the agenda. This item will be placed on the July agenda.

Mr. Knaub MOVED to approve the June 16, 2020 agenda and Ms. Syrek seconded the motion.
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- This motion was discussed further.

On VOICE vote with all in favor the prior motion was amended to remove Item 8B, Rules and Regulations for Section 5.22 from today's agenda and placed on the July 2020 agenda, 4-0.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- An audience member asked about live streaming meetings.
- Mr. Koncar updated the Board on live streaming, noting the equipment runs between \$2,000 to \$5,000 a year to rent. It can be set up on a laptop. One company has someone who can attend meetings to help run the system, which costs \$125/hour. With another company, the implementation costs \$1,050 plus an annual cost of \$3,150 including 25 gigs of storage.

FOURTH ORDER OF BUSINESS

Approval of the Consent Agenda

A. Approval of the Minutes of May 19, 2020 Meeting

On MOTION by Mr. Knaub seconded by Ms. Syrek with all in favor the minutes of the May 19, 2020 meeting were approved, 4-0.

B. Acceptance of Financial Statements and Check Registers

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor the financial statements were accepted, and the check registers were approved, 4-0.

FIFTH ORDER OF BUSINESS

Manager's Report

A. On-Site Manager's Report

- Mr. Mercer noted we need some galvanized storm grates. They go on storm structures. We have them ordered and they cost \$1,100.
- We also need six 12' lift pond gates for the security gates. They cost \$2,274.

On MOTION by Mr. Knaub seconded by Mr. Myhrberg with all in favor the purchase of gate lift arms at a cost of \$2,300 for six units was approved, 4-0.

- Mr. Mercer discussed the guard shack generator. It will cost \$6,000 to install a generic generator and another \$4,000 for the gas.
- Mr. Knaub noted we are talking about a propane tank. He does not feel it is worth all that money to spend on a generator that may get used one week in a year. He recommends going with a gas generator.
- Mr. Mercer noted we are happy with David Burke, a new employee, who is working with the Environmental Committee.

B. Discussion of Live Streaming Meetings

- Mr. Koncar noted he will be working with Mr. Myhrberg on prices. He will bring back recommendations to the July meeting.

SIXTH ORDER OF BUSINESS

Monthly Client Report

- Mr. Hahn gave his Monthly Client Report.
- He noted average pressure at the reuse pump station was 68 psi. Lowest was 56 psi.
- At the wastewater treatment plant 3,116,000 gallons of wastewater was received.
- There were 119 work orders.
- Discussion ensued on past due accounts.
- Mr. Koncar noted we received the Annual Water Quality Report which will be posted on the District's website.

SEVENTH ORDER OF BUSINESS

Attorney's Report

- Mr. Rudacille sent an email to the Board that we closed on a piece of property.
- He noted there were some pieces of legislation of interest to the Board signed by the Governor. They are removing some website requirements for Special Districts. One thing removed was putting agenda materials on the website. The agenda is required to be posted, but not the materials.
- He noted another thing is the audit. If the audit is available, you can provide a link to the Auditor General's website. You do not have to post the audit anymore.
- He noted E-Verify requirements will be starting in January 2021. The District will be required to ensure all contractors and sub-contractors are using E-Verify.
- Mr. Spillane asked about funding from the County on our waterline.
- Mr. Rudacille noted we discussed with the County Attorney's office about us putting in this waterline. The County wanted us to upsize it and they would cover the cost of the upsizing. Now County staff said they think we need a larger line. Currently, the engineers working through that. The County stated we should have two connections, a 12" main, not an 8" main.
- Mr. Rudacille noted he will contact the County Attorney's office regarding this.

EIGHTH ORDER OF BUSINESS

Old Business

A. Guard House Generator Proposal

- This was discussed earlier.

B. Rules and Regulations Section 5:22 Enforcement

- As noted above, this will be discussed at the July meeting.

C. Status of Resident Badges

- Mr. Knaub noted regarding the pool and the Fitness Center, we are distributing badges Monday through Thursday this week and next week from 10:00 a.m. to 12:00 p.m.
- The rule at the pool is No Guests at the pool, it is for residents only. It was noted there were children at the pool today. There are cases of COVID-19 in Riverwood. We will activate the magnetic locks on the pool gates probably on June 26th. The Fitness Center is to be used by Residents only.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor the security protocols for the pool and the Activity Center to be implemented as soon as possible was approved.

D. Go Daddy Cost Estimate

- Mr. Koncar noted we have an estimate. He and Mr. Myhrberg will work together on that and discuss this at the July meeting along with the issue of livestreaming.

E. Irrigation Meter Replacement

- Mr. Spillane noted we are not going to replace irrigation meters this month. We will be replacing some potable water meters. The Committee wants to stay with individual meters to individual houses.
- This will be discussed next month.

NINTH ORDER OF BUSINESS

New Business

- There being no report, the next item followed.

TENTH ORDER OF BUSINESS

Other Committee Reports

- Mr. Knaub updated the Board on the Safety & Access Control Committee. We will order 200 bar codes for non-resident golfers and non-resident tennis players. We have about 25 outside members.
- We will be getting more signs for the Fitness Center and the pool area saying, “No one allowed in without a pass”.

- Mr. Myhrberg updated the Board on the Strategic Planning Committee. He noted we are changing the Reserve Study. We took the PDF data and created several spreadsheets. We removed 50 percent of the line items of the Reserve Study.
- Ms. Syrek updated the Board on the Campus Committee. They had their first meeting this month. They are trying to determine if they are a Task Force or an actual committee.
- She noted the Dog Park Committee had a meeting. Trees are doing well. They are trying to get grass again instead of mulch. A lot of the Dog Park members are not here.
- Ms. Syrek noted the Finance Committee met on June 16th. She spoke about a \$31,000 expense in the General Fund in May. That is almost \$28,000 of something that is receivable. It will be recoded. They were miscoded. We paid the vendor and as soon as we get the refund, it will be taken out.
- The Committee wants Mr. Mercer to be able to get into the SCADA system. We want the Board to agree he should get into the SCADA system.
- Mr. Spillane noted we need to have Mr. Martone involved in that decision.
- Mr. Knaub discussed the Beach Club Committee. They formed a sub-committee to look at what needs to be repaired and maintenance items. There are 20 items they will work on throughout the summer. They looked at push button locks on the restroom and shower doors. They got a locksmith involved who quoted \$180 total for the three locks to repair, clean and lube them. The locksmith could replace them for \$500 or \$600 each.
- Mr. Myhrberg updated the Board on the Environmental Committee noting they investigated a trimming situation at the end of Club Drive. They could not locate the trimming permit. They must find out where the boundaries are.
- Mr. Mercer noted he spoke to Tim on this issue today. Mr. Spillane noted the Water Committee met last week. The Committee has two new members.
- Mr. Rudacille noted you will need to make a motion.

<p>On MOTION by Mr. Spillane seconded by Mr. Knaub with all in favor Ms. Susan Palao and Gina Iacone as new members to the Water Committee and Al Hyman, Tony Stores, Bill Mosca as carryover members of the Water Committee were approved.</p>

- Mr. Spillane asked to make a motion to authorize Inframark's Work Order #2020002 for \$354 to replace three potable water meters. In conjunction with the 12 we did last month, we now have 15 potable water meters. Now all meters will be working.

On MOTION by Mr. Spillane seconded by Ms. Syrek with all in favor the purchase of three potable water meters at a total price of \$354 was approved.

- Mr. Spillane received a draft report from DMK on chlorination of the pump station. He is researching getting a designer for this. This will reduce our flushing. Next month we will discuss replacing the 175 irrigation meters.

ELEVENTH ORDER OF BUSINESS

Supervisor Comments

- There not being any, the next item followed.

TWELFTH ORDER OF BUSINESS

Audience Comments

- There were several audience comments were received.
- Mr. Myhrberg noted we now have access to the new web package for membership. We must provide a domain name.

On MOTION by Mr. Myhrberg seconded by Ms. Syrek with all in favor the Board approved the domain name for the Amenity Center data will be Riverwoodamenities.org.

- More audience comments were received.

THIRTEENTH ORDER OF BUSINESS

Adjournment

- Before adjourning, Ms. Syrek discussed insurance.

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

Secretary

Chairperson

4B

Riverwood Community Development District

Financial Statements

(unaudited)

June 30, 2020

Prepared by



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Riverwood Community Development District**Financial Statements****Balance Sheet**
June 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	\$ 914,119	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,645	\$ -	\$ 940,764
Accounts Receivable	-	-	3	-	-	-	200,573	-	200,576
Accounts Receivable > 120	-	-	-	-	-	-	52,201	-	52,201
Accounts Receivable - Other	27,775	-	-	-	-	-	-	-	27,775
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	-	1,238,341	158,251	-	11,062	-	-	974,451	2,382,105
Investments:									
Certificates of Deposit - 12 Months	-	-	-	-	-	-	220,081	-	220,081
Money Market Account	1,731,123	-	-	-	-	-	925,800	-	2,656,923
Reserve Fund	-	-	-	-	131,302	-	-	-	131,302
Revenue Fund	-	-	-	-	303,405	-	-	-	303,405
Deposits	-	-	-	-	-	-	119,056	-	119,056
Total Current Assets	2,906,229	1,238,341	158,254	-	445,769	9,529	1,495,716	974,451	7,228,289
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	\$ 2,906,229	\$ 1,238,341	\$ 158,254	\$ -	\$ 445,769	\$ 9,529	\$ 8,768,615	\$ 974,451	\$ 14,501,188

Riverwood Community Development District**Financial Statements****Balance Sheet**
June 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	\$ 11,584	\$ -	\$ 258	\$ -	\$ -	\$ -	\$ 68,409	\$ -	\$ 80,251
Accrued Expenses	14,000	-	3,400	-	-	-	-	-	17,400
Contracts Payable	-	-	-	-	-	17,964	-	-	17,964
Retainage Payable	-	-	-	-	-	8,373	-	-	8,373
Sales Tax Payable	-	-	32	-	-	-	-	-	32
Deposits	-	-	-	-	-	-	180,864	-	180,864
Other Current Liabilities	-	-	150	-	-	-	2,526	-	2,676
Loan Due to General Fund	-	-	-	233,212	-	-	-	-	233,212
Due to Capital Projects Fund	9,529	-	-	-	-	-	-	-	9,529
Due To Other Funds	2,039,731	-	-	-	-	-	342,374	-	2,382,105
Total Current Liabilities	2,074,844	-	3,840	233,212	-	26,337	594,173	-	2,932,406
Total Liabilities	2,074,844	-	3,840	233,212	-	26,337	594,173	-	2,932,406
Fund Balances / Net Position									
Restricted for:									
Debt Service	-	-	-	-	445,769	-	-	-	445,769
Special Revenue	-	-	154,414	-	-	-	-	-	154,414
Assigned to:									
Operating Reserves	330,718	-	-	-	-	-	-	-	330,718
Reserves - Dog Park	-	6,547	-	-	-	-	-	-	6,547
Reserves - Ponds	-	86,242	-	-	-	-	-	-	86,242
Reserves - Recreation Facilities	-	333,112	-	-	-	-	-	-	333,112
Reserves - Roadways	-	768,472	-	-	-	-	-	-	768,472
Reserves - RV Park	-	43,968	-	-	-	-	-	-	43,968
Unassigned:	500,667	-	-	(233,212)	-	(16,808)	-	-	250,647
Net Investment in capital assets	-	-	-	-	-	-	7,270,373	-	7,270,373
Reserves - Emergency	-	-	-	-	-	-	240,667	-	240,667
Reserves - Sewer System	-	-	-	-	-	-	-	172,506	172,506
Reserves - Water System	-	-	-	-	-	-	-	784,747	784,747
Reserves - Irrigation System	-	-	-	-	-	-	-	17,199	17,199
Unrestricted/Unreserved	-	-	-	-	-	-	663,402	(1)	663,401
Total Fund Balances / Net Position	831,385	1,238,341	154,414	(233,212)	445,769	(16,808)	8,174,442	974,451	11,568,782
Total Liabilities & Fund Balances / Net Position	\$ 2,906,229	\$ 1,238,341	\$ 158,254	\$ -	\$ 445,769	\$ 9,529	\$ 8,768,615	\$ 974,451	\$ 14,501,188

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

For the Period Ending June 30, 2020

(75% 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	\$ 5,227	\$ -	\$ 5,227	\$ 1,339,911	\$ 1,351,847	\$ (11,936)	-0.9%	\$ 1,351,847
Special Assmnts- Discounts	-	-	-	(44,823)	(54,073)	9,250	-17.1%	(54,073)
Dog Park Revenue	-	-	-	120	-	120	0.0%	-
Other Miscellaneous Revenues	-	8	(8)	39	75	(36)	-48.3%	100
Interest - Investments	387	375	12	10,579	3,375	7,204	213.4%	4,500
Interfund Transfer - In	-	-	-	(0)	-	(0)	0.0%	-
Total Revenue / Other Sources	5,614	383	5,231	1,305,826	1,301,224	4,602	0.4%	1,302,374

Expenditures**Administration**

P/R-Board of Supervisors	469	363	(106)	4,398	3,263	(1,135)	-34.8%	4,350
FICA Taxes	36	28	(8)	337	250	(87)	-34.8%	333
ProfServ-Engineering	-	98	98	1,159	878	(281)	-32.1%	1,170
ProfServ-Mgmt Consulting Serv	729	3,886	3,156	30,236	34,970	4,734	13.5%	46,627
ProfServ-Legal Services	2,199	967	(1,233)	35,475	8,700	(26,775)	-307.8%	11,600
ProfServ-Trustee Fees	-	-	-	3,717	3,717	(0)	0.0%	3,717
Auditing Services	-	-	-	2,051	2,030	(21)	-1.0%	2,030
Postage and Freight	60	82	21	633	735	102	13.8%	980
Communications-Other	-	267	267	902	2,400	1,498	62.4%	3,200
Insurance - Property	-	-	-	4,222	2,050	(2,172)	-105.9%	2,050
Insurance - General Liability	-	-	-	7,973	9,500	1,527	16.1%	9,500
Printing and Binding	0	5	5	138	45	(93)	-205.7%	60
Legal Advertising	-	69	69	698	620	(78)	-12.6%	827
Miscellaneous Services	-	67	67	205	600	395	65.8%	800
Misc-Non Ad Valorem Taxes	-	-	-	2,341	3,000	659	22.0%	3,000
Misc-Records Storage	(29)	29	58	174	261	87	33.3%	348
Misc-Assessmnt Collection Cost	105	-	(105)	25,902	27,037	1,135	4.2%	27,037
Misc-Web Hosting	(58)	492	550	3,251	4,425	1,174	26.5%	5,900
Office Supplies	321	58	(263)	1,653	525	(1,128)	-214.9%	700
Misc-Contingency	-	167	167	79	1,500	1,421	94.7%	2,000
Total Administration	3,833	6,575	2,742	125,545	106,505	(19,039)	-17.9%	126,229

Environmental Services

Contracts-Preserve Maintenance	-	6,250	6,250	38,300	56,250	17,950	31.9%	75,000
Contracts-Lakes	2,133	2,500	367	19,197	22,500	3,303	14.7%	30,000
Gatehouse Attendants	17,756	17,500	(256)	145,380	157,500	12,120	7.7%	210,000
ProfServ-Consultants	1,199	1,250	51	7,104	11,250	4,146	36.9%	15,000
Electricity - General	241	200	(41)	1,732	1,800	68	3.8%	2,400
Utility - Water & Sewer	372	167	(205)	1,543	1,500	(43)	-2.8%	2,000
R&M-Gate	3,363	583	(2,780)	11,677	5,250	(6,427)	-122.4%	7,000
R&M-Gatehouse	688	167	(522)	2,479	1,500	(979)	-65.3%	2,000

Riverwood Community Development District

Financial Statements

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2020

(75% 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)	3,750	3,750	100.0%	5,000
R&M-Sidewalks	-	1,667	1,667	2,312	15,000	12,688	84.6%	20,000
R&M-Signage	-	83	83	899	750	(149)	-19.9%	1,000
R&M-Storm Drain Cleaning	1,101	833	(268)	8,601	7,500	(1,101)	-14.7%	10,000
R&M-Preserves	82	7,917	7,835	70,295	71,250	955	1.3%	95,000
R&M-Lake Erosion	-	1,250	1,250	-	11,250	11,250	n/a	15,000
R&M-Roads	-	1,250	1,250	3,861	11,250	7,389	65.7%	15,000
R&M-Road Striping	-	83	83	-	750	750	n/a	1,000
R&M-Security Cameras	(14,095)	167	14,261	1,282	1,500	218	14.5%	2,000
R&M-Road Scaping	134	417	282	4,012	3,750	(262)	-7.0%	5,000
Lakes & Preserve Planting	-	417	417	-	3,750	3,750	n/a	5,000
Preventative Maint-Security Systems	-	417	417	1,125	3,750	2,625	70.0%	5,000
Misc-Gatehouse Administration	773	500	(273)	8,286	4,500	(3,786)	-84.1%	6,000
Misc-Contingency	-	1,506	1,506	589	13,556	12,967	95.7%	18,075
Total Environmental Services	13,747	45,540	31,792	328,675	409,856	81,182	19.8%	546,475
Activity Center Campus								
Payroll-Salaries	10,016	-	(10,016)	38,939	-	(38,939)	0.0%	-
FICA Taxes	766	-	(766)	2,979	-	(2,979)	0.0%	-
Contracts-On-Site Maintenance	(833)	1,000	1,833	5,000	9,000	4,000	44.4%	12,000
Electricity - General	2,852	4,333	1,481	26,833	39,000	12,167	31.2%	52,000
Utility - Water & Sewer	3,067	1,333	(1,734)	12,779	12,000	(779)	-6.5%	16,000
Electricity-Pool	427	833	407	6,472	7,500	1,028	13.7%	10,000
Insurance - Property	3,250	-	(3,250)	40,345	34,000	(6,345)	-18.7%	34,000
Insurance - General Liability	-	-	-	1,087	3,000	1,913	63.8%	3,000
R&M-General	-	-	-	165	-	(165)	0.0%	-
R&M-Pools	1,948	833	(1,115)	9,399	7,500	(1,899)	-25.3%	10,000
R&M-Tennis Courts	128	1,833	1,705	13,558	16,500	2,942	17.8%	22,000
R&M-Fitness Equipment	(1,459)	250	1,709	2,045	2,250	205	9.1%	3,000
R&M-Activity Center	(25,599)	2,500	28,099	29,220	22,500	(6,720)	-29.9%	30,000
R&M-Security Cameras	1,571	167	(1,404)	1,571	1,500	(71)	-4.7%	2,000
R&M-Recreation Center	709	583	(126)	3,773	5,250	1,477	28.1%	7,000
Activity Ctr Cleaning-Outside Areas	105	2,917	2,812	5,088	26,250	21,162	80.6%	35,000
Activity Ctr Cleaning- Inside Areas	1,540	2,667	1,127	15,887	24,000	8,113	33.8%	32,000
Pool Daily Maintenance	-	1,500	1,500	10,090	13,500	3,410	25.3%	18,000
R&M-Croquet Turf Maintenance	-	1,833	1,833	12,045	16,500	4,455	27.0%	22,000
Tennis Courts-Daily Maintenance	-	2,458	2,458	15,626	22,121	6,495	29.4%	29,494
Misc-Special Projects	14,095	2,500	(11,595)	29,867	22,500	(7,367)	-32.7%	30,000
Misc-Contingency	48	2,681	2,633	13,471	24,132	10,661	44.2%	32,176
Total Activity Center Campus	12,630	30,222	17,592	296,240	309,003	12,763	4.1%	399,670
Total Expenditures	30,210	82,337	52,127	750,459	825,364	74,905	9.1%	1,072,374

Riverwood Community Development District

Financial Statements

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2020

(75% 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	30,210	82,337	52,127	980,459	1,055,364	74,905	7.1%	1,302,374
Net Surplus (Deficit)	<u>\$ (24,596)</u>	<u>\$ (81,953)</u>	<u>\$ 57,357</u>	325,367	245,860	79,506		-
Fund balance as of Oct 01, 2019				505,995	505,995	-		505,995
Fund Balance as of Jun 30, 2020				<u>\$ 831,361</u>	<u>\$ 751,855</u>	<u>\$ 79,506</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 June 30, 2020

(75% 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	1,500	1,626	108.4%	2,000
RV Parking Lot Revenue	-	1,542	(1,542)	18,797	13,875	4,922	35.5%	18,500
Transfer In - Roadways	-	-	-	230,000	230,000	-	0.0%	230,000
Transfer In - Rec Facilities	-	-	-	346,754	-	346,754	n/a	-
Total Revenue / Other Sources	-	1,708	(1,708)	598,677	245,375	353,302	144.0%	250,500
Expenditures								
Dog Park								
Materials & Supplies	-	167	167	7,281	1,500	(5,781)	-385.4%	2,000
Total Dog Park	-	167	167	7,281	1,500	(5,781)	-385.4%	2,000
Recreational Facilities								
Capital Projects	-	-	-	178,566	-	(178,566)	n/a	-
ProfServ-Engineering	-	-	-	5,848	-	(5,848)	n/a	-
Total Recreational Facilities	-	-	-	184,413	-	(184,413)	n/a	-
Roadways								
Materials & Supplies	-	19,167	19,167	-	172,500	172,500	100.0%	230,000
Capital Projects	-	-	-	109	-	(109)	n/a	-
Total Roadways	-	19,167	19,167	109	172,500	172,391	99.9%	230,000
RV Park								
Materials & Supplies	-	1,542	1,542	-	13,875	13,875	100.0%	18,500
Postage and Freight	1	-	(1)	14	-	(14)	n/a	-
Advertising	-	-	-	3	-	(3)	n/a	-
Contracts-On-Site Maintenance	(166)	-	166	977	-	(977)	n/a	-
Fuel, Gasoline and Oil	-	-	-	70	-	(70)	n/a	-
Landscape Maintenance	-	-	-	13,563	-	(13,563)	n/a	-
Total RV Park	(165)	1,542	1,707	14,627	13,875	(752)	-5.4%	18,500
Total Expenditures	(165)	20,875	21,040	206,429	187,875	(18,554)	-9.9%	250,500
Net Surplus (Deficit)	\$ 165	\$ (19,167)	\$ 19,332	392,248	57,500	334,748		-
Fund balance as of Oct 01, 2019				846,094	846,094	-		846,094
Fund Balance as of Jun 30, 2020				\$ 1,238,341	\$ 903,594	\$ 334,748		\$ 846,094

Riverwood Community Development District

Financial Statements

General Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2020

(75% 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	\$7,281	\$6,547
Pond Reserves	\$86,242	\$0	\$0	\$0	\$86,242
Recreation Facilities Reserves	\$170,770	\$346,754	\$0	\$184,413	\$333,111
Roadways Reserves	\$538,581	\$230,000	\$0	\$109	\$768,472
RV Park Reserves	\$39,799	\$18,797	\$0	\$14,627	\$43,969
Total	\$846,094	\$598,677	\$0	\$206,429	\$1,238,341

Riverwood Community Development District

Financial Statements

Beach Club Fund (Operations)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2020

(75% 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	\$ 111,000	\$ 37,350	33.6%	\$ 148,000
Initiation Fees	190	67	123	1,750	600	1,150	191.6%	800
Wait List Fees	236	42	194	900	375	525	140.0%	500
Amenities Revenue	-	83	(83)	900	750	150	20.0%	1,000
Other Miscellaneous Revenues	1	-	1	56	-	56	n/a	-
Total Revenue / Other Sources	426	12,525	(12,099)	151,955	112,725	39,230	34.8%	150,300

Expenditures

Beach Club Operations

ProfServ-Mgmt Consulting Serv	1,000	1,006	6	9,000	9,057	57	0.6%	12,076
Contracts-On-Site Maintenance	-	83	83	-	750	750	100.0%	1,000
Attendant	4,355	4,083	(272)	33,793	36,750	2,957	8.0%	49,000
Contracts-Landscape	-	250	250	-	2,250	2,250	100.0%	3,000
Communication - Telephone	189	167	(23)	1,997	1,500	(497)	-33.1%	2,000
Postage and Freight	-	4	4	129	37	(92)	-244.9%	50
Utility - General	24	75	51	520	675	155	23.0%	900
Utility - Refuse Removal	33	40	6	300	356	57	15.9%	475
Utility - Water & Sewer	88	150	62	762	1,350	588	43.5%	1,800
Insurance - Property	-	-	-	17,671	9,130	(8,541)	-93.6%	9,130
Insurance - General Liability	-	-	-	1,415	2,200	785	35.7%	2,200
R&M-Buildings	278	583	305	707	5,250	4,543	86.5%	7,000
R&M-Equipment	-	192	192	1,661	1,725	64	3.7%	2,300
Preventative Maint-Security Systems	-	146	146	-	1,313	1,313	100.0%	1,750
Misc-Special Projects	-	583	583	826	5,250	4,424	84.3%	7,000
Misc-Web Hosting	-	67	67	650	600	(50)	-8.3%	800
Misc-Taxes	-	-	-	678	675	(3)	-0.4%	675
Misc-Contingency	-	211	211	150	1,898	1,748	92.1%	2,530
Office Supplies	-	46	46	239	413	174	42.2%	550
Op Supplies - General	170	83	(87)	2,399	750	(1,649)	-219.9%	1,000
Total Beach Club Operations	6,138	7,769	1,631	72,897	81,928	9,031	11.0%	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 June 30, 2020

(75% 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	6,138	7,769	1,631	72,897	81,928	9,031	11.0%	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	6,138	7,769	1,631	72,897	99,928	27,031	27.1%	150,300
Net Surplus (Deficit)	<u>\$ (5,712)</u>	<u>\$ 4,756</u>	<u>\$ (10,468)</u>	79,058	12,797	66,262		-
Fund balance as of Oct 01, 2019				75,356	75,356	-		75,356
Fund Balance as of Jun 30, 2020				<u>\$ 154,414</u>	<u>\$ 88,153</u>	<u>\$ 66,262</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 June 30, 2020

(75% 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 Jun 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 June 30, 2020

(75% 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	\$ 2,802	\$ -	\$ 2,802	\$ 692,290	\$ 698,412	\$ (6,122)	-0.9%	\$ 698,412	
Special Assmnts- Discounts	-	-	-	(23,518)	(27,936)	4,418	-15.8%	(27,936)	
Interest - Investments	2	167	(165)	4,014	1,500	2,514	167.6%	2,000	
Total Revenue / Other Sources	2,804	167	2,638	672,786	671,976	810	0.1%	672,476	
Expenditures									
Debt Service									
Misc-Assessmnt Collection Cost	56	-	(56)	13,375	13,968	593	4.2%	13,968	
Principal Debt Retirement	-	-	-	392,000	392,000	-	0.0%	392,000	
Interest Expense	-	-	-	270,280	270,280	0	0.0%	270,280	
Total Debt Service	56	-	(56)	675,655	676,248	593	0.1%	676,248	
Total Expenditures	56	-	(56)	675,655	676,248	593	0.1%	676,248	
Net Surplus (Deficit)	\$ 2,748	\$ 167	\$ 2,582	(2,870)	(4,272)	1,402		(3,772)	
Fund balance as of Oct 01, 2019				448,638	448,638	-		448,638	
Fund Balance as of Jun 30, 2020				\$ 445,769	\$ 444,366	\$ 1,402		\$ 444,866	

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

For the Period Ending June 30, 2020

(75% 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	-	-	-	346,754	-	(346,754)	n/a	-
Total Transfers Out	-	-	-	346,754	-	(346,754)	n/a	-
Total Expenditures & Transfers	-	-	-	346,754	-	(346,754)	n/a	-
Net Surplus (Deficit)	-	-	-	(346,754)	-	(346,754)		-
Fund balance as of Oct 01, 2019				329,946	329,946	-		329,946
Fund Balance as of Jun 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 June 30, 2020

(75% 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	\$ 264,477	\$ -	\$ 116,620	\$ 381,097	\$ 383,589	\$ (2,492)	-0.6%	\$ 511,452
Usage Charges for Services	163,892	965,604	104,713	1,234,209	1,127,573	106,636	9.5%	1,503,430
Standby Fees	-	8,304	-	8,304	-	8,304	0.0%	-
Meter Fees	-	-	-	-	750	(750)	-100.0%	1,000
Connection Fees - W/S	-	10,062	-	10,062	-	10,062	0.0%	-
Water Quality Surcharge	50,508	-	-	50,508	56,700	(6,192)	-10.9%	75,600
Compliance Fees	-	-	-	-	36,540	(36,540)	-100.0%	48,720
Other Miscellaneous Revenues	4,275	19,477	-	23,752	7,350	16,402	223.2%	9,800
Interest - Investments	2,753	4,637	1,097	8,486	3,750	4,737	126.3%	5,000
Total Revenue / Other Sources	485,906	1,008,084	222,430	1,716,419	1,616,252	100,167	6.2%	2,155,002
Expenses								
Administration	60,006	108,269	18,819	187,095	217,923	30,828	14.1%	270,146
Utility Services	501,843	474,123	118,546	1,094,512	1,124,892	30,380	2.7%	1,499,856
Transfers Out	-	-	-	-	380,000	380,000	100.0%	380,000
Total Expenses	561,850	582,391	137,365	1,281,606	1,722,815	441,209	25.6%	2,150,002
Net Profit (Loss)	<u>\$ (75,944)</u>	<u>\$ 425,692</u>	<u>\$ 85,064</u>	434,813	(106,563)	541,376		5,000
Net Position as of Oct 01, 2019				7,739,627	7,739,627	-		7,739,627
Net Position as of Jun 30, 2020				<u>\$ 8,174,440</u>	<u>\$ 7,633,064</u>	<u>\$ 541,376</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 June 30, 2020

(75% 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	\$ 29,822	\$ 29,421	\$ 401	\$ 264,477	\$ 264,789	\$ (312)	-0.1%	\$ 353,052
Water-Usage	13,842	14,667	(824)	163,892	132,000	31,892	24.2%	176,000
Water Quality Surcharge	5,662	6,300	(638)	50,508	56,700	(6,192)	-10.9%	75,600
Compliance Fees	-	4,060	(4,060)	-	36,540	(36,540)	-100.0%	48,720
Other Miscellaneous Revenues	515	150	365	4,275	1,350	2,925	216.7%	1,800
Interest - Investments	12	-	12	2,753	-	2,753	n/a	-
Total Revenue / Other Sources	49,853	54,598	(4,745)	485,906	491,379	(5,473)	-1.1%	655,172
Expenses								
Administration								
P/R-Board of Supervisors	275	213	(62)	1,992	1,913	(79)	-4.2%	2,550
FICA Taxes	21	16	(5)	152	146	(6)	-4.2%	195
ProfServ-Engineering	-	99	99	22,366	892	(21,474)	-2406.0%	1,190
ProfServ-Legal Services	853	567	(286)	7,310	5,100	(2,210)	-43.3%	6,800
ProfServ-Mgmt Consulting Serv	519	2,766	2,247	21,526	24,896	3,370	13.5%	33,195
Auditing Services	-	-	-	1,202	1,190	(12)	-1.0%	1,190
Postage and Freight	9	26	16	90	230	139	60.8%	306
Insurance - General Liability	-	-	-	4,504	7,000	2,496	35.7%	7,000
Printing and Binding	0	28	28	60	255	195	76.4%	340
Legal Advertising	-	40	40	126	364	237	65.3%	485
Miscellaneous Services	60	79	19	489	712	223	31.3%	949
Misc-Records Storage	(17)	17	34	85	153	68	44.4%	204
Misc-Web Hosting	(34)	267	301	101	2,400	2,299	95.8%	3,200
Office Supplies	-	9	9	3	77	74	96.7%	102
Total Administration	1,686	4,126	2,441	60,006	45,327	(14,679)	-32.4%	57,706
Utility Services								
Contracts-Other Services	4,904	4,835	(69)	43,237	43,511	275	0.6%	58,015
Utility - Base Rate	11,544	11,544	-	103,896	103,896	-	0.0%	138,528
Utility - Water-Usage	60,540	21,667	(38,873)	337,236	195,000	(142,236)	-72.9%	260,000
Utility-CCU Admin Fee	4	4	(0)	35	37	3	7.9%	50
R&M-General	16	5,833	5,817	17,440	52,500	35,060	66.8%	70,000
Misc-Licenses & Permits	-	25	25	-	225	225	100.0%	300
Back Flow Preventors	-	4,060	4,060	-	36,540	36,540	100.0%	48,720
Misc-Contingency	-	154	154	-	1,390	1,390	100.0%	1,853
Total Utility Services	77,008	48,122	(28,885)	501,843	433,099	(68,744)	-15.9%	577,466
Total Expenses	78,693	52,249	(26,445)	561,850	478,426	(83,423)	-17.4%	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 June 30, 2020

(75% 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	78,693	52,249	(26,445)	561,850	498,426	(63,423)	-12.7%	655,172
Net Profit (Loss)	<u>\$ (28,840)</u>	<u>\$ 2,349</u>	<u>\$ (31,190)</u>	<u>\$ (75,944)</u>	<u>\$ (7,047)</u>	<u>\$ (68,897)</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 June 30, 2020

(75% 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	\$ 108,416	\$ 101,119	\$ 7,297	\$ 965,604	\$ 910,073	\$ 55,531	6.1%	\$ 1,213,430
Standby Fees	904	-	904	8,304	-	8,304	n/a	-
Connection Fees - W/S	-	-	-	10,062	-	10,062	n/a	-
Other Miscellaneous Revenues	2,346	667	1,680	19,477	6,000	13,477	224.6%	8,000
Interest - Investments	23	-	23	4,637	-	4,637	n/a	-
Total Revenue / Other Sources	111,689	101,786	9,903	1,008,084	916,073	92,011	10.0%	1,221,430

Expenses**Administration**

P/R-Board of Supervisors	695	538	(157)	5,038	4,838	(201)	-4.2%	6,450
FICA Taxes	53	41	(12)	385	370	(15)	-4.2%	493
ProfServ-Engineering	-	257	257	3,484	2,310	(1,174)	-50.8%	3,080
ProfServ-Legal Services	-	1,467	1,467	4,526	13,200	8,674	65.7%	17,600
ProfServ-Mgmt Consulting Serv	1,313	6,997	5,684	54,448	62,973	8,525	13.5%	83,964
Auditing Services	-	-	-	3,040	3,010	(30)	-1.0%	3,010
Postage and Freight	23	65	42	185	581	396	68.2%	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	0	72	72	152	645	493	76.4%	860
Legal Advertising	-	0	0	205	2	(203)	-9016.9%	3
Miscellaneous Services	152	200	48	1,235	1,799	564	31.3%	2,399
Misc-Records Storage	(43)	43	86	258	387	129	33.3%	516
Misc-Web Hosting	(86)	686	772	260	6,174	5,914	95.8%	8,232
Office Supplies	-	25	25	6	225	219	97.1%	300
Total Administration	2,107	10,389	8,282	108,269	140,943	32,675	23.2%	172,111

Utility Services

Electricity - General	3,931	4,750	819	35,832	42,750	6,918	16.2%	57,000
Utility - Water & Sewer	1,067	292	(775)	3,439	2,625	(814)	-31.0%	3,500
Communication - Telephone	453	542	89	4,600	4,875	275	5.6%	6,500
Contracts-Other Services	29,716	29,397	(320)	270,365	264,569	(5,797)	-2.2%	352,758
R&M-Sludge Hauling	4,080	6,385	2,305	45,900	57,465	11,565	20.1%	76,620
Maintenance - Security Systems	-	146	146	-	1,313	1,313	100.0%	1,750
R&M-General	660	16,667	16,007	90,764	150,000	59,236	39.5%	200,000
Misc-Licenses & Permits	-	12	12	145	105	(40)	-38.1%	140
Misc-Bad Debt	-	292	292	-	2,625	2,625	100.0%	3,500
Misc-Contingency	153	796	643	1,010	7,163	6,153	85.9%	9,551
Op Supplies - Chemicals	2,154	2,333	180	22,068	21,000	(1,067)	-5.1%	28,000
Total Utility Services	42,214	61,610	19,396	474,123	554,489	80,367	14.5%	739,319

Total Expenses	44,321	71,999	27,678	582,391	695,432	113,041	16.3%	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 June 30, 2020

(75% 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	44,321	71,999	27,678	582,391	1,005,432	423,041	42.1%	1,221,430
Net Profit (Loss)	<u>\$ 67,368</u>	<u>\$ 29,787</u>	<u>\$ 37,581</u>	<u>\$ 425,692</u>	<u>\$ (89,360)</u>	<u>\$ 515,052</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 June 30, 2020

(75% 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	\$ 13,143	\$ 13,200	\$ (57)	\$ 116,620	\$ 118,800	\$ (2,180)	-1.8%	\$ 158,400	
Irrigation-Usage	13,825	9,500	4,325	104,713	85,500	19,213	22.5%	114,000	
Meter Fees	-	83	(83)	-	750	(750)	-100.0%	1,000	
Interest - Investments	5	-	5	1,097	-	1,097	n/a	-	
Total Revenue / Other Sources	26,973	22,783	4,190	222,430	205,050	17,380	8.5%	273,400	
Expenses									
Administration									
P/R-Board of Supervisors	162	125	(37)	1,172	1,125	(47)	-4.2%	1,500	
FICA Taxes	12	10	(3)	90	86	(4)	-4.1%	115	
ProfServ-Engineering	-	443	443	-	3,990	3,990	100.0%	5,320	
ProfServ-Legal Services	-	417	417	304	3,750	3,446	91.9%	5,000	
ProfServ-Mgmt Consulting Serv	305	1,627	1,322	12,663	14,645	1,983	13.5%	19,527	
Auditing Services	-	-	-	707	700	(7)	-1.0%	700	
Postage and Freight	5	15	10	43	135	92	68.2%	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	0	17	17	35	150	115	76.4%	200	
Legal Advertising	-	24	24	30	214	184	86.1%	285	
Miscellaneous Services	35	47	11	287	419	131	31.3%	558	
Misc-Records Storage	(10)	10	20	60	90	30	33.3%	120	
Misc-Web Hosting	(20)	153	173	58	1,380	1,322	95.8%	1,840	
Office Supplies	-	5	5	2	45	44	96.7%	60	
Total Administration	490	2,892	2,402	18,819	31,653	12,833	40.5%	40,329	
Utility Services									
Electricity - General	2,216	2,500	284	20,963	22,500	1,537	6.8%	30,000	
Contracts-Other Services	2,249	2,333	84	20,350	21,000	650	3.1%	28,000	
Utility - Water-Usage	5,639	2,500	(3,139)	28,956	22,500	(6,456)	-28.7%	30,000	
R&M-General	3,672	7,256	3,584	46,105	65,303	19,198	29.4%	87,071	
Op Supplies - Chemicals	-	667	667	2,172	6,000	3,828	63.8%	8,000	
Total Utility Services	13,775	15,256	1,481	118,546	137,303	18,757	13.7%	183,071	
Total Expenses	14,265	18,148	3,883	137,365	168,956	31,591	18.7%	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 June 30, 2020

(75% 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	14,265	18,148	3,883	137,365	218,956	81,591	37.3%	273,400
Net Profit (Loss)	<u>\$ 12,708</u>	<u>\$ 4,635</u>	<u>\$ 8,073</u>	<u>\$ 85,064</u>	<u>\$ (13,906)</u>	<u>\$ 98,970</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 June 30, 2020

(75% 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	13,998	1,667	(12,331)	13,998	15,000	1,002	6.7%	20,000
ProfServ-Engineering	-	-	-	19,217	-	(19,217)	n/a	-
Total Water Services	13,998	1,667	(12,331)	33,215	15,000	(18,214)	-121.4%	20,000
Sewer Services								
Capital Projects	-	25,833	25,833	128,722	232,500	103,778	44.6%	310,000
Total Sewer Services	-	25,833	25,833	128,722	232,500	103,778	44.6%	310,000
Irrigation Services								
Capital Projects	-	4,167	4,167	-	37,500	37,500	100.0%	50,000
Total Irrigation Services	-	4,167	4,167	-	37,500	37,500	100.0%	50,000
Total Expenses	13,998	31,667	17,669	161,937	285,000	123,063	43.2%	380,000
Net Position as of Oct 01, 2019				1,136,389	1,136,389	-		1,136,389
Net Position as of Jun 30, 2020				\$ 974,452	\$ 1,231,389	\$ (256,937)		\$ 1,136,389

Reserve Balances

Reserve	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Water Services Reserve	\$817,961	\$0	\$0	\$33,215	\$784,747
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	\$161,937	\$974,452

Fifth Order of Business

5B

RESOLUTION 2020-06

**A RESOLUTION AMENDING THE RIVERWOOD COMMUNITY
DEVELOPMENT DISTRICT GENERAL FUND BUDGET FOR
FISCAL YEAR 2020**

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of Riverwood Community Development District, hereinafter referred to as “District”, adopted a General Fund Budget for Fiscal Year 2020, and

WHEREAS, the Board desires to reallocate funds budgeted to reappropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT THE FOLLOWING:

1. The General Fund Budget is hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 21st day of July 2020 and be reflected in the monthly and Fiscal Year End 9/30/2020 Financial Statements and Audit Report of the District.

**Riverwood
Community Development District**

By: _____
Chairman

Attest:

By: _____
Secretary

Riverwood Community Development District
FY 2020 Budget Amendment

General Fund

Description	FY 2020 Adopted Budget	Adjustments to Budget 5/1/2020	FY 2020 Adjusted Budget
Revenue / Other Sources			
Special Assmnts- Tax Collector	\$ 1,351,847	-	1,351,847
Special Assmnts- Discounts	(54,073)	-	(54,073)
Other Miscellaneous Revenues	100	-	100
Interest - Investments	4,500	-	4,500
Total Revenue / Other Sources	1,302,374	-	1,302,374
Expenditures			
<u>Administration</u>			
P/R-Board of Supervisors	4,350	333	4,683
FICA Taxes	333	(333)	-
ProfServ-Engineering	1,170	5,000	6,170
ProfServ-Mgmt Consulting Serv	46,627	(6,985)	39,642
ProfServ-Legal Services	11,600	30,000	41,600
ProfServ-Trustee Fees	3,717	-	3,717
Auditing Services	2,030	25	2,055
Postage and Freight	980	-	980
Communications-Other	3,200	-	3,200
Insurance - Property	2,050	187	2,237
Insurance - General Liability	9,500	(724)	8,776
Printing and Binding	60	34	94
Legal Advertising	827	(204)	623
Miscellaneous Services	800	-	800
Misc-Non Ad Valorem Taxes	3,000	-	3,000
Misc-Records Storage	348	(174)	174
Misc-Assessmnt Collection Cost	27,037	-	27,037
Misc-Web Hosting	5,900	-	5,900
Office Supplies	700	258	958
Misc-Contingency	2,000	-	2,000
Total Administration	126,229	27,417	153,646

Riverwood Community Development District
FY 2020 Budget Amendment

General Fund

Description	FY 2020 Adopted Budget	Adjustments to Budget 5/1/2020	FY 2020 Adjusted Budget
<u>Environmental Services</u>			
Contracts-Preserve Maintenance	75,000	-	75,000
Contracts-Lakes	30,000	(4,000)	26,000
Gatehouse Attendants	210,000	-	210,000
ProfServ-Consultants	15,000	-	15,000
Electricity - General	2,400	-	2,400
Utility - Water & Sewer	2,000	-	2,000
R&M-Gate	7,000	-	7,000
R&M-Gatehouse	2,000	-	2,000
R&M-Lake	5,000	(5,000)	-
R&M-Sidewalks	20,000	(5,000)	15,000
R&M-Signage	1,000	-	1,000
R&M-Storm Drain Cleaning	10,000	(2,500)	7,500
R&M-Preserves	95,000	(25,000)	70,000
R&M-Lake Erosion	15,000	(10,000)	5,000
R&M-Roads	15,000	-	15,000
R&M-Road Striping	1,000	-	1,000
R&M-Security Cameras	2,000	-	2,000
R&M-Road Scaping	5,000	-	5,000
Lakes & Preserve Planting	5,000	-	5,000
Preventative Maint-Security Systems	5,000	-	5,000
Misc-Gatehouse Administration	6,000	3,391	9,391
Misc-Contingency	18,075	(11,240)	6,835
Total Environmental Services	546,475	(59,349)	487,126

Riverwood Community Development District
FY 2020 Budget Amendment

General Fund

Description	FY 2020 Adopted Budget	Adjustments to Budget 5/1/2020	FY 2020 Adjusted Budget
<u>Activity Center Campus</u>			
Payroll-Salaries	-	38,337	38,337
Contracts-On-Site Maintenance	12,000	1,850	13,850
Electricity - General	52,000	-	52,000
Utility - Water & Sewer	16,000	-	16,000
Electricity-Pool	10,000	2,000	12,000
Insurance - Property	34,000	3,095	37,095
Insurance - General Liability	3,000	-	3,000
R&M-Pools	10,000	(4,000)	6,000
R&M-Tennis Courts	22,000	(8,000)	14,000
R&M-Fitness Equipment	3,000	-	3,000
R&M-Activity Center	30,000	-	30,000
R&M-Security Cameras	2,000	5,000	7,000
R&M-Recreation Center	7,000	(1,350)	5,650
Activity Ctr Cleaning-Outside Areas	35,000	-	35,000
Activity Ctr Cleaning- Inside Areas	32,000	(7,000)	25,000
Pool Daily Maintenance	18,000	2,000	20,000
R&M-Croquet Turf Maintenance	22,000	-	22,000
Tennis Courts-Daily Maintenance	29,494	-	29,494
Misc-Special Projects	30,000	-	30,000
Misc-Contingency	32,176	-	32,176
Total Activity Center Campus	399,670	31,932	431,602
Total Expenditures	1,072,374	-	1,072,374
<u>Transfers Out</u>			
Reserve - Roadways	230,000	-	230,000
Total Transfers Out	230,000	-	230,000
			-
Total Expenditures & Transfers	1,302,374	-	1,302,374
Net Surplus (Deficit)	-	-	-

Riverwood Community Development District

Financial Statements

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

(50% Yr Complete)										
Description	Current Month			Year-to-Date				2020 Adopted Budget	Adjustments to Budget 5/1/2020	2020 Adjusted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance			
Revenue / Other Sources										
Special Assmnts- Tax Collector	\$ 20,190	\$ 22,211	\$ (2,021)	\$ 1,277,963	\$ 1,281,463	\$ (3,500)	-0.3%	\$ 1,351,847		1,351,847.00
Special Assmnts- Discounts	(198)	(888)	690	(44,823)	(51,258)	6,435	-12.6%	(54,073)		(54,073.00)
Dog Park Revenue	128	-	128	128	-	128	0.0%	-		-
Other Miscellaneous Revenues	7	8	(1)	39	50	(11)	-22.9%	100		100.00
Interest - Investments	1,691	375	1,316	8,541	2,250	6,291	279.6%	4,500		4,500.00
Interfund Transfer - In	(0)	-	(0)	(0)	-	(0)	0.0%	-		-
Total Revenue / Other Sources	21,819	21,706	113	1,241,848	1,232,505	9,343	0.8%	1,302,374		1,302,374.00
Expenditures										
Administration										
P/R-Board of Supervisors	1,293	363	(930)	3,343	2,175	(1,168)	-53.7%	4,350	333	4,683.00
FICA Taxes	99	28	(71)	256	167	(89)	-53.7%	333	(333)	-
ProfServ-Engineering	-	98	98	1,159	585	(574)	-98.1%	1,170	5,000	6,170.00
ProfServ-Mgmt Consulting Serv	3,886	3,886	-	23,313	23,313	-	0.0%	46,627	(6,985)	39,642.30
ProfServ-Legal Services	3,110	967	(2,144)	23,573	5,800	(17,773)	-306.4%	11,600	30,000	41,600.00
ProfServ-Trustee Fees	-	-	-	-	3,717	3,717	n/a	3,717		3,717.00
Auditing Services	2,051	-	(2,051)	2,051	1,015	(1,036)	-102.0%	2,030	25	2,055.00
Postage and Freight	88	82	(6)	449	490	41	8.3%	980		980.00
Communications-Other	-	267	267	589	1,600	1,011	63.2%	3,200		3,200.00
Insurance - Property	-	-	-	2,237	2,050	(187)	-9.1%	2,050	187	2,237.00
Insurance - General Liability	-	-	-	6,112	9,500	3,388	35.7%	9,500	(724)	8,776.00
Printing and Binding	26	5	(21)	94	30	(64)	-212.8%	60	34	94.00
Legal Advertising	72	69	(3)	623	413	(209)	-50.6%	827	(204)	623.00
Miscellaneous Services	30	67	37	205	400	195	48.8%	800		800.00
Misc-Non Ad Valorem Taxes	-	-	-	2,341	3,000	659	22.0%	3,000		3,000.00
Misc-Records Storage	29	29	-	174	174	-	0.0%	348	(174)	174.00
Misc-Assessmnt Collection Cost	400	444	44	24,663	25,629	966	3.8%	27,037		27,037.00
Misc-Web Hosting	(58)	492	550	3,309	2,950	(359)	-12.2%	5,900		5,900.00
Office Supplies	305	58	(247)	958	350	(608)	-173.8%	700	258	958.00
Misc-Contingency	-	167	167	78	1,000	922	92.2%	2,000		2,000.00
Total Administration	11,329	7,019	(4,311)	95,527	84,358	(11,169)	-13.2%	126,229	27,417	153,646
Environmental Services										
Contracts-Preserve Maintenance	-	6,250	6,250	19,150	37,500	18,350	48.9%	75,000		75,000.00
Contracts-Lakes	2,133	2,500	367	12,798	15,000	2,202	14.7%	30,000	(4,000)	26,000.00
Gatehouse Attendants	19,608	17,500	(2,108)	99,589	105,000	5,411	5.2%	210,000		210,000.00
ProfServ-Consultants	1,425	1,250	(175)	4,525	7,500	2,975	39.7%	15,000		15,000.00
Electricity - General	189	200	11	1,136	1,200	64	5.3%	2,400		2,400.00
Utility - Water & Sewer	98	167	69	782	1,000	218	21.8%	2,000		2,000.00
R&M-Gate	459	583	125	5,894	3,500	(2,394)	-68.4%	7,000		7,000.00
R&M-Gatehouse	35	167	132	1,791	1,000	(791)	-79.1%	2,000		2,000.00
R&M-Lake	-	417	417	-	2,500	2,500	n/a	5,000	(5,000)	-
R&M-Sidewalks	-	1,667	1,667	12	10,000	9,988	99.9%	20,000	(5,000)	15,000.00
R&M-Signage	-	83	83	866	500	(366)	-73.1%	1,000		1,000.00
R&M-Storm Drain Cleaning	-	833	833	7,500	5,000	(2,500)	-50.0%	10,000	(2,500)	7,500.00
R&M-Preserves	24,492	7,917	(16,575)	24,621	47,500	22,879	48.2%	95,000	(25,000)	70,000.00
R&M-Lake Erosion	-	1,250	1,250	-	7,500	7,500	n/a	15,000	(10,000)	5,000.00
R&M-Roads	210	1,250	1,040	3,851	7,500	3,649	48.7%	15,000		15,000.00
R&M-Road Striping	-	83	83	-	500	500	n/a	1,000		1,000.00
R&M-Security Cameras	9,816	167	(9,649)	9,816	1,000	(8,816)	-881.6%	2,000		2,000.00
R&M-Road Scaping	-	417	417	3,788	2,500	(1,288)	-51.5%	5,000		5,000.00
Lakes & Preserve Planting	-	417	417	-	2,500	2,500	n/a	5,000		5,000.00
Preventative Maint-Security Systems	-	417	417	-	2,500	2,500	n/a	5,000		5,000.00
Misc-Gatehouse Administration	5,263	500	(4,763)	5,740	3,000	(2,740)	-91.3%	6,000	3,391	9,391.00
Misc-Contingency	101	1,506	1,405	575	9,038	8,463	93.6%	18,075	(11,240)	6,835.00
Total Environmental Services	63,828	45,540	(18,288)	202,434	273,237	70,804	25.9%	546,475	(59,349)	487,126
Activity Center Campus										
Payroll-Salaries	6,585	-	(6,585)	9,196	-	(9,196)	0.0%	-	38,337	38,337.00
FICA Taxes	504	-	(504)	703	-	(703)	0.0%	-	-	-
Contracts-On-Site Maintenance	833	1,000	167	5,000	6,000	1,000	16.7%	12,000	1,850	13,850.00
Electricity - General	3,552	4,333	781	19,894	26,000	6,106	23.5%	52,000		52,000.00
Utility - Water & Sewer	808	1,333	525	6,705	8,000	1,295	16.2%	16,000		16,000.00
Electricity-Pool	980	833	(147)	5,159	5,000	(159)	-3.2%	10,000	2,000	12,000.00
Insurance - Property	-	-	-	37,095	34,000	(3,095)	-9.1%	34,000	3,095	37,095.00
Insurance - General Liability	-	-	-	1,087	3,000	1,913	63.8%	3,000		3,000.00
R&M-Pools	3,884	833	(3,051)	5,753	5,000	(753)	-15.1%	10,000	(4,000)	6,000.00
R&M-Tennis Courts	78	1,833	1,755	11,703	11,000	(703)	-6.4%	22,000	(8,000)	14,000.00
R&M-Fitness Equipment	-	250	250	1,079	1,500	421	28.1%	3,000		3,000.00
R&M-Activity Center	3,938	2,500	(1,438)	21,616	15,000	(6,616)	-44.1%	30,000		30,000.00
R&M-Security Cameras	-	167	167	-	1,000	1,000	n/a	2,000	5,000	7,000.00
R&M-Recreation Center	642	583	(58)	2,466	3,500	1,034	29.5%	7,000	(1,350)	5,650.00
Activity Ctr Cleaning-Outside Areas	2,720	2,917	197	4,971	17,500	12,529	71.6%	35,000		35,000.00
Activity Ctr Cleaning- Inside Areas	2,150	2,667	517	12,864	16,000	3,136	19.6%	32,000	(7,000)	25,000.00
Pool Daily Maintenance	5,062	1,500	(3,562)	8,392	9,000	608	6.8%	18,000	2,000	20,000.00
R&M-Croquet Turf Maintenance	4,890	1,833	(3,056)	10,890	11,000	110	1.0%	22,000		22,000.00
Tennis Courts-Daily Maintenance	6,105	2,458	(3,647)	8,436	14,747	6,311	42.8%	29,494		29,494.00
Misc-Special Projects	640	2,500	1,860	12,694	15,000	2,306	15.4%	30,000		30,000.00
Misc-Contingency	1,777	2,681	905	12,847	16,088	3,241	20.1%	32,176		32,176.00
Total Activity Center Campus	45,148	30,222	(14,926)	198,550	218,335	19,786	9.1%	399,670	31,932	431,602
Total Expenditures	120,305	82,781	(37,525)	496,510	575,931	79,420	13.8%	1,072,374	0	1,072,374
Transfers Out										
Reserve - Roadways	-	-	-	230,000	230,000	-	0.0%	230,000		230,000
Total Transfers Out	-	-	-	230,000	230,000	-	0.0%	230,000		230,000
Total Expenditures & Transfers	120,305	82,781	(37,525)	726,510	805,931	79,420	9.9%	1,302,374	0	1,302,374

Net Surplus (Deficit)	\$	(98,487)	\$	(61,074)	\$	(37,412)	515,338	426,574	88,763	-
Fund balance as of Oct 01, 2019							505,995	505,995	-	505,995
Fund Balance as of Mar 31, 2020							\$ 1,021,332	\$ 932,569	\$ 88,763	\$ 505,995

	Annual	Monthly
New contract effective 4/1/2020	\$ 108,862.00	\$ 9,071.83
Beach Club	\$ 12,000.00	\$ 1,000.00
	\$ 120,862.00	\$ 10,071.83

Allocations effective 4/1/2020				
GENERAL FUND ALLOCATIONS:				
		Monthly	6 months	
001-531027-51201-5000	24%	\$ 2,177.24	\$ 13,063.44	
001-534027-57250-5000	5%	\$ 453.59	\$ 2,721.55	
001-568146-58100-5000	1%	\$ 90.72	\$ 544.31	
WATER/SEWER/IRR ALLOCATIONS			\$ -	\$ 16,329.30
401-531027-51201-5005	43%	\$ 3,900.89	\$ 23,405.33	
401-531027-51201-5010	17%	\$ 1,542.21	\$ 9,253.27	
401-531027-51201-5015	10%	\$ 907.18	\$ 5,443.10	
		\$ 9,071.83	\$ 54,431.00	
THIS ALLOCATION % WILL CHANGE FOR 2021				

Allocations effective 10/1/2021			
GENERAL FUND ALLOCATIONS:			
		Monthly	12 months
001-531027-51201-5000	37%	\$ 3,356.58	\$ 40,278.94
001-534027-57250-5000	5%	\$ 453.59	\$ 5,443.10
001-568146-58100-5000	1%	\$ 90.72	\$ 1,088.62
WATER/SEWER/IRR ALLOCATIONS			\$ -
401-531027-51201-5005	30%	\$ 2,721.55	\$ 32,658.60
401-531027-51201-5010	17%	\$ 1,542.21	\$ 18,506.54
401-531027-51201-5015	10%	\$ 907.18	\$ 10,886.20
		\$ 9,071.83	\$ 108,862.00

5D

RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT COMMITTEE MEETING SCHEDULES

The Board of Supervisors of the Riverwood Community Development District will hold their meetings for Fiscal Year 2021 on the **third Tuesday of each month at 2:00 p.m.** in the Meeting Room of the Riverwood Activity Center, 4250 Riverwood Dr., Port Charlotte, Florida, as follows:

October 20, 2020
November 17, 2020
December 15, 2020
January 19, 2021
February 16, 2021
March 16, 2021
April 20, 2021
May 18, 2021
June 15, 2021
July 20, 2021
August 17, 2021
September 21, 2021

The Sewer Committee will hold their meetings on the same dates as above at **9:00 a.m.** in the same location.

The Financial Advisory Committee will hold their meetings on the **second Thursday of each month at 4:00 pm at the same location as follows**

October 8, 2020
November 12, 2020
December 10, 2020
January 14, 2021
February 11, 2021
March 11, 2021
April 8, 2021
May 13, 2021
June 10, 2021
July 8, 2021
August 12, 2021
September 9, 2021

The Environmental Committee will hold their meetings on the **first Thursday of each month at 10:00 a.m.** in the same location, as follows:

October 1, 2020

November 5, 2020
December 3, 2020
January 7, 2021
February 4, 2021
March 4, 2021
April 1, 2021
May 6, 2021
June 3, 2021
July 1, 2021
August 5, 2021
September 2, 2021
October 7, 2021
November 4, 2021
December 2, 2021

The Water/Utility Billing Committee will hold their meetings on the **second Thursday of each month at 10:00 a.m.** in the same location as follows:

October 8, 2020
November 12, 2020
December 10, 2020
January 14, 2021
February 11, 2021
March 11, 2021
April 8, 2021
May 13, 2021
June 10, 2021
July 8, 2021
August 12, 2021
September 9, 2021
October 14, 2021
November 11, 2021
December 9, 2021

The Beach Club Committee will hold their meetings on the **second Thursday of each month at 2:00 p.m.** in the same location and on the same dates as the Water/Utility Billing Committee.

The Strategic Planning Committee will hold their meetings on the **third Monday of each month at 10:00 a.m.** in the same location as follows:

October 19, 2020
November 16, 2020
December 21, 2020
January 18, 2021

February 15, 2021
March 15, 2021
April 19, 2021
May 17, 2021
June 21, 2021
July 19, 2021
August 16, 2021
September 20, 2021

The Dog Park Committee will hold their meetings on the **first Friday of each month at 2:00 p.m.** at the Riverwood Activity Center, 4250 Riverwood Drive, Port Charlotte, Florida as follows:

October 2, 2020
November 6, 2020
December 4, 2020
January 8, 2021 (2nd Friday)
February 5, 2021
March 5, 2021
April 2, 2021
May 7, 2021
June 4, 2021
July 2, 2021
August 6, 2021
September 3, 2021

The Safety and Access Control Committee will hold their meetings on the **second Wednesday of each month at 9:00 a.m. until 11:00 a.m.** unless indicated otherwise at the Riverwood Activity Center, 4250 Riverwood Drive, Port Charlotte, Florida as follows:

October 14, 2020
November 11, 2020
December 9, 2020
January 13, 2021
February 10, 2021
March 10, 2021
April 14, 2021
May 12, 2021
June 9, 2021
July 14, 2021
August 11, 2021
September 8, 2021

There may be occasions when one or more Supervisors may participate by telephone. At the above location there may be present a speaker telephone so that any interested person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (954) 603-0033 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 who can aid you in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Robert Koncar,
District Manager

Sixth Order of Business



Riverwood CDD

June 2020 Monthly Client Report

July 10, 2020

Summary

Operations at the facilities throughout the month were in accordance with contract and regulatory requirements.

The blower project is 100% complete we are waiting on new programming for the system. The SCADA system is 100% complete.

Items Requiring Approval

We would ask your consideration and approval of the following:

Request	Impact	Est. Cost

Operations

● Compliance

All Water requirements were met.

All Wastewater Plant requirements were met.

● Reuse Pump Station Status:

Average Pressure was 68 PSI. Lowest was 57 PSI.

● Performance metrics:

Wastewater Treatment Plant

- 3,184,000 gals. of Wastewater received
- 3,184,000 gals. recovered for Reuse

Reuse Water

- 20,467,000 gals. of reuse invoiced from CCU
- 18,741,960 metered into Riverwood*
- 14,568,100 Irrigation water billed**

Water Treatment

- 11,067,000 invoiced from CCU
- 11,783,000 gals. of Potable Water metered into Riverwood*
- 2,751,800 Potable Water billed**
- 5,679,000 gals. flushing
- Unaccounted for water is 8%

**Using CCU read dates vs. Inframark readings of CCU meters on those dates*

***Inframark meter reads do not correspond to CCU read dates*

Performance Metrics	Current Month	Prior Month
Wastewater treated	3.184	3.116
Sludge produced	.60	.060
Sludge disposed	.60	.060
Reclaimed water produced	3.184	3.116
Odor complaints	0	0
Reuse Water Consumption	20.467	23.403
Potable Water Consumption	11.067	12.184
Number of line breaks	0	0
Hydrants flushed	20	20
Valves exercised	0	0
Meters read	1942	1942
Meter re-reads	67	57
Bills produced, mailed	1536	1529
Revenue collected	186,927.91	186,205.40
Receivables (Ageing on 6/30/20)	187,011.51	228,090.42
Adjustments related to water distribution	1,546.84	-2072.28
Consumables	Current Month	Current Month
Chlorine usage	2145	1875

*Actual meters read; previous reports contain the total number of accounts.

Past Due Accounts

- There were 52 past due accounts at the time of March billing.

1	14407 WEEKSONIA AVE	\$1384.81
2	14342 WEEKSONIA AVE	\$189.39
3	14297 WEEKSONIA AVE	\$234.97
4	3623 STOCKTON RD	\$189.39
6	3604 STOCKTON RD	\$4244.60
7	3658 STOCKTON RD	\$138.52
8	14501 TRELIS COURT	\$86.70
9	3536 ROSSMERE RD	\$238.52
10	3650 ROSSMERE RD	\$443.36
11	14308 WORTHWHILE RD	\$991.79
12	14414 WORTHWHILE RD	\$2635.21
13	14430 WORTHWHILE RD	\$715.24
14	14447 WORTHWHILE RD	\$47.60
15	14431 WORTHWHILE RD	\$2275.39
16	14349 WORTHWHILE RD	\$95.98
17	14364 WORTHWHILE RD	\$114.37
18	14237 RESERVE CT	\$51.28
19	3542 PENNYROYAL RD	\$50.15
20	3426 PENNYROYAL RD	\$73.48
21	3534 PENNYROYAL RD	\$102.61

22	14244 RESERVE CT	\$1.19
23	3597 PENNYROYAL RD	\$190.32
24	14266 RESERVE CT	\$98.30
25	14024 WILLOW GLEN #114	\$16.65
26	3041 RIVERSHORE LN	\$199.95
27	3236 VILLAGE LN	\$80.00
28	14341 BRIDGEVIEW LN	\$356.27
29	14422 BRIDGEVIEW LN	\$37.01
30	3149 SILKWOOD LN	\$51.08
31	13281 SCRUB JAY CT	\$260.83
32	2564 SAWGRASS MARSH CT	\$154.77
33	2563 SAWGRASS MARSH CT	\$351.40
34	13368 GOLF POINTE DR	\$40.65
35	13576 EAGLE POINTE DR	\$42.36
36	LOT 27 TREETOPS	\$1466.48
37	4244 OAK TERRACE CIR	\$9138.86
38	4240 OAK TERRACE CIR	\$9138.86
39	LOT 38 TREETOPS	\$17886.44
40	3153 RIVERSHORE LN	\$574.04
41	13332 GOLF POINTE DR	\$104.22
42	2684 MYAKKA MARSH LN	\$37.70
43	2884 MYAKKA CREEK CT	\$1005.28
44	13001 NORTH MARSH DR	\$63.86
45	13153 CREEKSIDE LN	\$851.78
46	13200 NORTH MARSH DR	\$38.24
47	13216 CREEKSIDE LN	\$54.74
48	2832 MILL CREEK RD	\$264.91
49	2752 MILL CREEK RD	\$163.36
50	13091 PRESERVE CT	\$0.08
51	2992 MILL CREEK RD	\$108.25
52	3051 RIVERSHORE LN	\$52.34

Maintenance & Repair

- Emergency Call Outs:
 - Repaired water meter spud
 - Water main leak on Osprey Ln and it was repaired by Gem plumbing.
- Corrective Maintenance:
 - Did the yearly vibration test on the IRR station.
- Preventive Maintenance:
 - Inspected all pump stations weekly
 - Flushed all dead ends
 - Monthly blower checks
 - Odor control weekly checks

- Work Orders:
 - Opened in April– 134
 - Closed in April – 134
- Water Meters:
 - Number changed – 4
 - Meters raised – 0
 - Meters to be raised - 0
 - Number to be changed – 0
 - Zero Usage Total – 378
- Irrigation meters:
 - Number changed – 10
 - Meters Raised – 0
 - Meters to be raised – 1
 - Number to be changed – 0
 - Zero Usage Total – 188

Health & Safety

- Zero LTIs and OSHA recordable incidents occurred during the month
- Safety training includes daily tailgate talks concerning the events of the day

Personnel

- Jerry Hahn is the Lead Operator for the facility
- One full time trainee, one full time field tech, one part-time Operator and one part-time trainee are also assigned to Riverwood

Community Involvement

- Visitors to the project/client
 - Travel restrictions were put in place by the State of Florida and Inframark due to the Covid-19 pandemic

Eighth Order of Business

8C

MEMORANDUM:

TO: Board of Supervisor

From: Don Myhrberg – Supervisor

Date: July 14, 2020

Re: Conversion of Email System

Recommendation:

Approved a contract with Go Daddy to provide an upgraded email system with backup and security protocols for a three year price of \$1,708.56 (this includes the waiving of the first year conversion fee).

Background:

Previously the Board approved converting the current email system in order to facilitate more up to date technology and improve the email system performance. The Board approved a total price of \$1,250 for the first year for Go Daddy to provide the upgrade to the Board email system. However, after getting further details from Go Daddy, their proposal did not provide the security and/or public records response that we need. We held further discussions with Go Daddy and posed several questions. Below are the answers to those questions.

- For 6 emails is the total upfront price \$1,708 for three years? **Yes**
- What is the difference between archive and backup? **Archiving is required for regulated industry and ensures no data loss for compliance purpose. An example is a medical office, which is required to have archiving for HIPAA reasons. Backup is suitable for non-regulated industries and saves all emails in case of a public records request.**
- What does archive emails include? **Searchable by email and attachment body, can download emails in different file formats and capable of restoring single emails at a time.**
- What is backup of emails? **Searchable by subject, sent by, recipient, attachment name and folder, restores single or bulk email and attachments, folders, or contacts, notes and calendar. Emails would have to be pulled individually in the case of a public records request.**
- What is the cost for adding more emails, more than 6? Per employee. **For Backup option the cost is \$119.76 per email, but they can do it at a discounted rate of \$94.92 per email.**

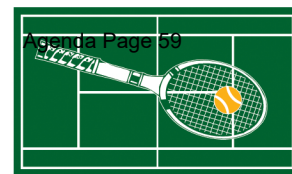
This upgraded system will provide for six email users to include the Board and John Mercer. Additional email users can be added in the future if necessary.

Ninth Order of Business

9A

Welch Tennis Courts, Inc.

World's Largest Builder of Fast Dry Courts



Construction - Resurfacing - Lighting - Accessories

FAST DRYING TENNIS COURT RESURFACING PROPOSAL

USTA - USPTA
ASBA - TIY

Welch Tennis Courts, Inc. (hereinafter referred to as the "Contractor") proposes to furnish the labor, materials, equipment, and services necessary to resurface the following: two (2) Hydro Court Tennis Courts for: The Riverwood Community Development District (hereinafter referred to as the "Owner") at 4250 Riverwood Drive in Port Charlotte, Florida. In accordance with, and subject to, the terms, conditions and specifications set forth below, the construction work is referred to in this proposal as the "Project."

1. **COURT RESURFACING:** The Contractor shall resurface two (2) Hydro Court tennis courts, each court measuring approximately 60 feet by 120 feet.
 - a. The existing line tapes and nails shall be removed. If nails require removal by hand (missing nail heads or nails do not pull out when line tape is removed) or new line tapes require pre-drilling each hole (determined if line tape nails bend during normal installation), a change order shall be issued for the additional work which shall be performed at a rate of \$75 per man-hour.
 - b. Scarify court surfaces as needed, clean court of all excess dead material, surface algae, mold and other organic growth.
 - c. Treat the courts using Welch Tennis AlgaeBlaster™ algacide to inhibit future organic growth.
 - d. Add approximately five (5) tons of Hydroblend material to each tennis court; this material shall be placed with laser-guided grading equipment to provide a smooth and even surface. Courts shall be rolled twice after the placement of the Hydroblend material and once more after installation of the line tapes. The courts may require additional rolling by the Owner to obtain a firmer playing surface.
 - e. New herringbone line tapes shall be installed.
 - f. The existing net posts shall be re-painted; the existing nets shall be re-installed.
 - g. The Owner shall be responsible for providing the contractor an onsite dumpster during the resurfacing.

2. **CONTRACT PRICE:** The Contractor shall resurface the courts specified in this proposal/contract for the following contract price:

LASER GRADING TWO COURTS (adding 5 tons to each court) \$12,200.00

NOTE: The Contractor makes no guarantee implied or otherwise that the amounts of Hydroblend material shown above will be sufficient to bring the court to the recommended one (1) inch of total surface material or recommended slope. If during scarification the screening layer is encountered, scarification shall be suspended and application of clay shall proceed without any further scarification.

OPTIONS

(Options listed below are priced based on the work being performed in conjunction with the work described above.)

OPTION 1: PROVIDE AND INSTALL NEW WTC 3.0 DTS PROFESSIONAL NETS

Quantity _____ \$160.00/EA _____ (Initials)

OPTION 2: PROVIDE AND INSTALL NEW WTC PROFESSIONAL NET POSTS

Quantity _____ \$600.00/SET _____ (Initials)
 (Price is for posts installed and replaced in existing foundations. If old net posts or old sleeves cannot be removed, net post replacement and new foundation price: \$2,400.00 per set)

3. **PAYMENT TERMS:** A 50% down payment, which is due upon acceptance and signing of this proposal/contract, is required in order to schedule the court resurfacing. A final 50% payment shall be due upon completion of the entire Project. **NOTE:** Payments offered by **credit card** will incur an **additional 4% surcharge** for each transaction. Payment of Contractor's invoices is due upon receipt of the invoice by Owner. Late charges, at the rate of 1½% per month (18% per annum maximum) shall begin to accrue on any unpaid invoice balance, beginning thirty (30) days after the invoice date. Any payments based on AIA schedules will accrue interest from AIA payment due date. Welch Tennis Courts, Inc. reserves the right to stop work in the event of non-payment.

4. **ESCALATION CLAUSE:** If, for any reason, construction of the work contemplated by this agreement does not begin within sixty (60) days from the date this proposal is accepted or signed by the Owner, or if there is a significant price increase in the cost of materials, equipment or energy, through no fault of the Contractor, the contract price(s) specified herein, the time for completion, and any other contract requirements impacted by such price increases or delays in commencement of the work, will be adjusted by written change order modifying this proposal/contract. A price change shall be deemed to be 'significant' if the price of any material, equipment, or unit of energy increases by 5% or more between the date that this proposal/contract is accepted by the Owner and the date that the work under this contract is commenced.

5. **WARRANTY:** Welch Tennis Courts, Inc. shall warranty the completed Project to be free of significant defects in workmanship and materials for a period of one (1) year. The warranty shall commence on the date of completion, but will not be enforceable, unless payment is made in the full amount of the executed contract, including change orders and late payment fees (if applicable).

6. **BUILDING REQUIREMENTS.** The Owner shall provide access to the site for tractor-trailers and other vehicles with a weight in excess of twenty tons and provide an area adjacent to the site for storing and preparing materials. The Contractor shall exercise reasonable care in utilizing the access and storage areas but cannot be responsible for damage caused by normal construction operations (for example; damage to sod, landscaping, sprinkler lines, pavement access, etc.).

The Owner shall notify, locate and mark for the Contractor, prior to construction, any water, sewer, electrical or other conduits, which are located at the court beneath the ground surface or otherwise obstructed from view, and in the absence of such notice, the Contractor shall not be held liable for any damages to conduits during the course of construction.

The Owner shall provide an onsite dumpster for the Contractors use during construction. In the event the Owner is unable to or would like for the Contractor to provide the dumpster, the Contractor shall coordinate the delivery of a construction dumpster for the jobsite. The costs for the dumpster, including but not limited to pick-up, delivery, monthly/weekly fees, and dump charges, shall be the responsibility of the Owner.

7. **BINDING CONTRACT:** This agreement and all of its terms and conditions shall be binding upon the parties to this agreement and upon the personal representatives, executors, administrators, heirs and successors assigns of either party.

8. **ATTORNEY'S FEES; COSTS OF COLLECTION; VENUE:** In the event that a dispute arises out of this agreement, and a civil action is brought by either party to resolve the dispute, then, in such event, the prevailing party, as determined by the Court hearing the matter, shall be entitled to recover its court costs, including reasonable attorney's fees, from the non-prevailing party. In the event that any sums

invoiced by Contractor under this agreement are not paid when due, and suit is brought to enforce this agreement or to recover payment of any balance(s) due and owing by Owner under this agreement, Contractor shall be entitled to recover its costs of collection, including reasonable attorney's fees, regardless of whether suit is brought or not. Any action to enforce this contract or any action arising from this contract (which does not include an action to enforce a construction lien under Chapter 713 of the Florida Statutes) shall be brought only in a court of competent jurisdiction in Hillsborough County, Florida.

9. TIME FOR ACCEPTANCE OF PROPOSAL: This proposal and the prices set forth herein shall be valid for only 30 days from the date of this proposal, and must be accepted within such time.

10. ENTIRE AGREEMENT/CHANGES TO AGREEMENT: This proposal, once accepted by Owner, sets forth the entire agreement between the parties, and all oral representations, prior negotiations, understandings, agreements, conditions, and terms discussed between the parties prior to acceptance and signing of this proposal/agreement by Owner are deemed to have merged into this agreement. This agreement may *not* be modified or amended, except in writing, which is signed by all parties to this agreement. If the Owner of the property upon which the work is to be performed are husband and wife, residing together, the signature of one spouse shall be binding upon the other, and the signing Owner/spouse shall be deemed to have been given the actual authority to bind upon Welch Tennis Courts, Inc. unless and until it is first counter-signed by an authorized officer of Welch Tennis Courts, Inc.

SALES REPRESENTATIVE

John Clark, (239) 872-5347

ACCEPTED BY:

\$ _____
Total Contract Price (Including
Options)

_____(OWNER)

DATE: _____

Type/Print Name & Title

Accepted and Approved By:
WELCH TENNIS COURTS, INC.

George Todd, Jr., President

DATE: _____

ADDENDUM #1

This addendum shall become part of the contract documents and shall supersede any verbal or written agreements between Welch Tennis Courts, Inc. and the Owner. Modification of this addendum shall only occur by an executed change order.

Project Information Sheet

Customer Name: _____

Project Address: _____ Billing Address: _____

Primary Contact: _____ Accts Payable Contact: _____

Name: _____ Name: _____

Number: _____ Number: _____

Email Address: _____ Email Address: _____

Color Selection:	Green	Black	N/A	Other
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fencing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cabana Frames	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cabana Canvas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Net Posts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windscreens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

By signing below the Owner is authorizing Welch Tennis Courts, Inc. to proceed with the selections above and that all information is accurate and true.

(Signature)

(Date)

(Print Name)

9B

COMMUNITY DEVELOPMENT DISTRICT ADMINISTRATIVE ASSISTANT

Port Charlotte, FL

INTRODUCTION:

We are a premier gated community in Charlotte County looking for an individual to join a motivated team of individuals in the support of the community. We are looking for an organized individual to assist our facilities manager and team to oversee the management of an extensive array of amenities and buildings. A professional, outgoing, and positive attitude is a must. A self-starter with a willingness to learn and work independently is required. An ability to multitask to manage the wide variety of issues and requests from residents and vendors is required. In addition, this community of 2500 residents needs a candidate with excellent people skills, verbal skills, computer proficiency, and organizational skills. The candidate should also have the ability to understand requests and help prioritize the daily work load.

SUMMARY:

The Community Development District (CDD) Administrative Assistant's primary function is to staff our office and coordinate all incoming phone calls, email requests and in-person resident inquiries, provide answers and resolution when applicable and prioritize and assist the facilities manager in responding in a timely fashion. The position will also require the maintenance of District files and contracts, both paper and digital, as well as the oversight of our special membership amenities which are managed with their own website. Our CDD is responsible for the maintenance, development, and construction activities associated with our campus and we are responsible for implementing the community regulations as set forth in the CDD's governing documents and relative state statutes.

DUTIES & RESPONSIBILITIES:

- Staff the office on a daily basis to respond to resident and vendors who come to the office
- Take phone calls, understand the incoming requests, provide resolution if possible and document for the facilities manager
- Monitor the facilities manager's email for high priority incoming requests and notify when necessary
- Attend CDD committee meetings and contractor meetings, as needed when the facilities manager is not available
- Assist the facilities manager in the tracking of key financial, repair and construction information for the preparation of the monthly site manager presentation to the CDD Board of Supervisors
- Maintain open communication with the HOA Manager and staff and the CDD Board of Supervisors
- Understand the day-to-day activities of the CDD facilities to better assist residents
- Assist with maintenance of the special membership amenities which are controlled by a web based software application. This includes adds and deletes from the membership lists and wait lists, as well as the distribution and collection of the annual membership dues.
- Assist the facilities manager and team with special requests when necessary
- Interact and maintain a positive relationship with homeowners and respond to CDD related requests including community information in coordination with the Association, complaints, enforcement of the Rules and Policies, District responsibilities and recommendations for the improvement of the community
- Oversee the issuance of the facilities access/membership including bar codes, guest passes, vendor passes, guest registration and membership clubs

EDUCATIONAL & EXPERIENCE QUALIFICATIONS:

- Bachelor's Degree preferred but not required
- Must possess valid driver's license
- Experience in an environment requiring high levels of customer service, highly motivated and confident professional
- Excellent written/verbal communication skills
- Competent computer skills with knowledge of MS Suite/Windows based operating environment
- Experience with web-based software
- Possess problem solving skills, strong organizational skills, creative and independent thinking skills
- Ability to successfully pass pre-employment screenings and background/reference checks
- Ability to work independently with minimal supervision
- Ability to multi-task

PHYSICAL DEMANDS:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

An Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regards to race, color, age, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against based on the basis of disability.

9C

SUNSTATE GATE INC.

1811 ENGLEWOOD RD
 ENGLEWOOD, FL 34223
 USA

QUOTATION

Quote Number: 117047

Quote Date: Jul 6, 2020

Page: 1

Voice: (941) 4757073

Fax: (941) 8704321

Quoted To:

RIVERWOOD R.C.A
 4250 RIVERWOOD DR
 PORT CHARLOTTE, FL 33953

Customer ID	Good Thru	Payment Terms	Sales Rep
RIVERWOOD R.C.A	8/5/20	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
2.00		WEATHERPROOF FAN COOLED CONTAINMENT BOX, ONE TO REAR ACCESS AND SECOND TO SIDE ACCESS POINT	365.00	730.00
1.00		LABOR TO INSTALL	498.00	498.00
1.00		TRIP CHARGE	30.00	30.00
		**MOVE ROUTERS IN TO ABOVE NOTED BOX SYSTEM *		
			Subtotal	1,258.00
			Sales Tax	
			TOTAL	1,258.00



4747 N. Nob Hill Road | Suite 5
Sunrise, FL 33351

P: 800.777.8912
F: 954.572.4531
L: EF - 1300021

SERVICE QUOTE

Agenda Page 68

Date 6/29/2020
Quote Number EST1179
Customer Acct # RD953-0000
Terms Due on Receipt
Account Manager Naples
Branch Office Naples

Bill To

Riverwood CDD
c/o Inframark
210 N University Dr Ste 702
Coral Springs FL 33071-7320

Ship To

Riverwood CDD
4250 Riverwood Dr
Port Charlotte FL 33953-5655

QTY	UNIT	ITEM	DESCRIPTION
			Estimate to replace customer's existing enclosures at Willow Bend and the back gate, with larger enclosures.
2	Each	NB181608-10F	L-COM Vented Weatherproof NEMA Enclosure (18"x16"x8") w/ Cooling Fan & 120VAC Outlets
1	Each	INSTALL-MATERIALS	Installation Consumable Materials
4	Hr	T4	Complete On-Site Service Call - Standard Labor Rate
1	Each	T15	Extended Trip Charge
			John Mercer and Ron Lesinski jmercer@riverwoodcdd.org riverwoodsec@gmail.com Work Order: SO8734-6930

Subtotal 2,246.00
Shipping & Handling (Best Way) 75.00
Total \$2,321.00

Disclaimer:

* Payment: 50% deposit with signed quote, balance due upon completion and /or beneficial use.
* Price Includes: Labor, Parts, Materials, Equipment, Materials to Install, Standard Freight and Handling to complete the repair and/or service based on our inspection of the repair and/or service to be completed. Standard Freight and Handling is UPS Ground (5-7 business days).
* Warranty: Warranty on this repair and/or service is up to thirty (30) days parts and labor from date of completion unless otherwise agreed to by TEM Systems in writing.
* Estimated Completion Time: 5 to 20 working days after receipt of approved/signed estimate form and 50% deposit (if applicable).
* Terms and Conditions: The above is an estimate based on our inspection of the repair and/or service to be completed. This estimate does not include or cover any additional parts or labor that may be required after the work has been started. Occasionally, worn or damaged parts are discovered which may not be evident on the first inspection. Because of this, the above prices are not guaranteed. Any additional costs up to 10% above the estimate will be the responsibility of the customer without pre-approval. If the actual cost exceeds the estimate by more than 10%, TEM Systems will contact you to authorize the service and/or repair of the revised estimate.

Signature _____

Date _____

9D

SERVICES CONTRACT

CUSTOMER NAME: John Mercer
 PROPERTY NAME: Riverwood CDD
 CONTRACT EFFECTIVE DATE: October 1, 2020 through September 30, 2021
 SUBMITTED BY: Steven Gniadek, Sales Support Administrator

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("SOLitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. The Services. SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. PAYMENT TERMS. The Annual Contract Price is **\$18,000.00**. SOLitude shall invoice Customer **\$1,500.00 per month** for the Services to be provided under this Agreement. The term of this agreement is for a period of twelve (12) months, with payment to be made in twelve (12) equal monthly payments due by the last day of each month. As a courtesy, the customer will be invoiced on the first day of each month, reminding them that a contract payment is due by the end of that same month. The customer is obligated to pay each monthly contract payment per the terms of this contract, without any obligation on the part of SOLitude to invoice or send any other sort of reminder or notice. The Annual Contract Price is based on the total value of services to be provided over a period of twelve (12) months. For the convenience of the customer, we offer Monthly Contract Pricing that is simply an even twelve (12) month amortization of the Annual Contract Price. Due to the seasonality of these services, and the disproportionate amount of time and materials dedicated to providing these services during some times of the year as compared to others, based on the season, weather patterns, and other natural factors, the amount billed and paid to date is not necessarily equivalent to the amount of work performed to date. For this reason, should the Customer cancel the contract early, or be in default for any reason, Customer will be responsible for immediately paying the remaining portion of annual contract work completed to date.

The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the contract price and other fees above. SOLitude shall be reimbursed by the customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on SOLitude by the customer that are not covered specifically by the written specifications of this contract.

3. TERM AND EXPIRATION. This Agreement is for an annual management program as described in the Schedule A attached. Any additional services will be provided only upon additional terms as agreed to

by the parties in writing. Contract will automatically renew annually at the end of the contract effective date for subsequent one (1) year terms, with a three percent (3%) escalation in the Annual Contract Price each year, under the same terms, specifications, and conditions as set forth by this contract, unless either party gives written notice of cancellation thirty (30) days prior to the termination date of this contract, or subsequent renewal contracts.

4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Customer understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The customer is responsible for notifying SOLitude in advance of the contract signing and the start of the contract if they utilize any of the water in their lakes or ponds for irrigation purposes. The customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the customer for irrigation without the consent or knowledge of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Often times lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

5. INSURANCE AND LIMITATION OF LIABILITY. SOLitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.

11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

RIVERWOOD CDD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Please Remit All Payments to:

Customer's Address for Notice Purposes:

**1320 Brookwood Drive Suite H
Little Rock AR 72202**

Please Mail All Contracts to:

**2844 Crusader Circle, Suite 450
Virginia Beach, VA 23451**

SCHEDULE A – ANNUAL MANAGEMENT SERVICES

Visual Inspections:

1. A visual inspection of the pond(s) will be performed during each visit to the site. The inspections shall include the following:
 - Water levels
 - Water clarity or quality
 - Turbidity
 - Beneficial Aquatic Vegetation
 - Nuisance, Invasive, or Exotic Aquatic Vegetation
 - Algae
 - Littoral Zones
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customer will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the pond(s) structures.
4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the pond(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the pond(s) underground, underwater, or inside any of the associated structures.

Aquatic Weed Control:

1. Pond(s) will be inspected on a **two (2) times per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas, including littoral zones will be inspected on a **two (2) times per month** basis.
2. Any growth of border grass, Brazilian pepper, Myrtle, Willow or other unwanted shoreline and brush vegetation found within the pond areas shall be treated and controlled

through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.

3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Pond Algae Control:

1. Pond(s) will be inspected on a **two (2) times per month** basis.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Permitting:

1. SOLitude staff will **NOT** be responsible for the following:
 - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
 - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
 - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
 - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities:

1. Customer will be responsible for the following:
 - a. Providing information required for the permit application process upon request.
 - b. Providing Certified Abutters List for abutter notification where required.
 - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
 - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
 - e. Compliance and enforcement of temporary water-use restrictions where applicable.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.

3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for site specific water quality management prescriptions and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will continue to maintain all appropriate training and licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
7. Company will furnish personnel, equipment, boats, materials, and other items required to provide the foregoing at his expense.