

Riverwood Community Development District
Finance Committee Agenda
March 14, 2023 10:00am

Committee members: Dolly Syrek; Jackie Myhrberg; Ted Mc Dermott, Cheryl Anderson, Mary Ann Stagliano, Lisa Barck

Approval of February 2023 minutes

Audience comments regarding agenda items.

CDD Manager Report- John Mercer

- Status of Repairs
- Ian Current Cost and status of Insurance Payments
- Status of FEMA (Unlikely)
- Other Significant expenditures for 2023 (eg Tennis Lighting)

MOU cancellation – The agreement between the RCA and CDD has been extended to May 1 except for Building and Pool Cleaning.

- Open Issues:
 - Maintenance of the Tennis Courts and other sports courts
 - Floor space allocation in the Admin Building
 - Specifics on Landscape contract
- Completed Items
 - John has hired a Campus Attendant (Noah)
 - CDD engaged JanPro for cleaning.

Ongoing Business:

- Review of Financial Reports for month
- Review of Utility Billing Reports for Month (A/R Past Due, Billing Summary, Move In and Move Out, Shut offs)

Budget Planning: Budget worksheet should arrive before meeting. Review how it works and from each committee, we need to get upcoming costs, raises, etc.

New Business - Rules

- Added rules for uninhabitable dwellings. We didn't have these before.
- Outlined financial responsibilities for problems with service (leaks, etc).

- Board Voted to change Water/Sewer Late Fee from a percentage to \$10. Need to have a rules meeting to make the change plus notify Munibilling on when to start.
- Other changes to fees.
 - Disconnect and Reconnect Fees to \$150 each (after normal hours \$200)
 - Persistently late Deposit \$450
 - Returned Check Fee (added \$10 to each category)
 - Included costs for credit card use (which is not new, but not in our rules). Specified that ACH, Email, and mail is free.

Old Business:

- RFP for Auditors – Need to start sending out?
- Inactive Customers with Deposits or credit balances - really old ones have been reviewed. We are down to just a few that need research.
- Water/Sewer Shut off process discussion. Do we need changes? How many are shut off due to non-payment? Due to no house?
- Current Large Projects on Hold: RV Park, Roads, Solar Structures

Audience comments