RIVERWOOD COMMUNTIY DEVELOPMENT DISTRICT

JANUARY 16, 2024 AGENDA PACKAGE

RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT

Board of Supervisors

Michael Spillane, Chairperson Donald Myhrberg, Vice-Chairperson Dolly Syrek, Treasurer/Assistant Secretary Greg Gipp, Assistant Secretary Dr. Cameron McKee, Assistant Secretary

District Staff

Justin Faircloth, District Manager Scott Rudacille, District Attorney

Regular Meeting Agenda Tuesday, January 16, 2024 at 2:00 p.m.

- 1. Call to Order and Roll Call
- 2. Approval of the January 16, 2024 Agenda
- 3. Audience Comments on Agenda Items
- 4. Approval of Consent Agenda
 - A. Approval of the Minutes of December 19, 2023 Meeting
 - B. Acceptance of the Financial Report and Check Register as of December 2023
- 5. Old Business
 - A. Golf Course Invoice Tree Removal
- 6. New Business
 - A. Mark Tyson Signage Program Discussion
- 7. On-Site Manager's Report
 - A. Hurricane Ian Insurance Claim Final Payment Authorization
- 8. Monthly Client Report
- 9. Safety and Access Control Supervisor Report
- 10. District Manager's Report
 - A. Follow Up Items
- 11. Attorney's Report
- 12. Other Committee Reports
 - A. Beach Club Committee: Mr. Spillane
 - B. Campus Committee: Ms. Syrek
 - C. Environmental Committee: Mr. Myhrberg
 - D. Finance Committee: Ms. Syrek
 - i. Meeting Time Change Discussion
 - E. Landscape Committee: Mr. Gipp
 - F. RV Park Committee: Dr. McKee
 - G. Safety & Access Control Committee: Dr. McKee
 - H. Utilities Committee: Mr. Gipp
 - I. Strategic Planning Committee: Mr. Myhrberg

District Office:

Meeting Location: Riverwood Activity Center 4250 Riverwood Drive Port Charlotte, Florida 33953 (941) 979-8720 Riverwood CDD January 16, 2024 Agenda Page 2

- 13. Supervisor Comments
- 14. Audience Comments
- 15. Adjournment

The next meeting is scheduled to be held Tuesday, February 20, 2024 at 2:00 p.m.

District Office:

Inframark, Community Management Services 210 North University Drive, Suite 702 Coral Springs, Florida 33071 (954) 603-0033 **Meeting Location:**

Riverwood Activity Center 4250 Riverwood Drive Port Charlotte, Florida 33953 (941) 979-8720

Fourth Order of Business

4A

1 2 3	RIVI	S OF MEETING ERWOOD VELOPMENT DISTRICT
4		
5	The regular meeting of the Board	of Supervisors of the Riverwood Community
6	Development District was held on Tuesday, I	December 19, 2023 at 2:00 p.m. at the Riverwood
7	Activity Center, located at 4250 Riverwood D	Prive, Port Charlotte, Florida.
8		
9	Present and constituting a quorum were:	
10		
11	Michael Spillane	Chairperson
12	Donald Myhrberg	Vice Chairperson
13	Dolly Syrek	Treasurer/Assistant Secretary
14	Dr. Cameron McKee	Assistant Secretary
15	Gregg Gipp	Assistant Secretary
16		
17	Also present were:	
18		
19	Justin Faircloth	District Manager
20	Scott Rudacille	District Counsel
21	John Mercer	On-Site Manager
22	Matt Gillispie	Florida Utility Solutions
23	Residents	
24		
25	The following is a summary of the discussions and	l actions taken.
26		
27	FIRST ORDER OF BUSINESS	Call to Order and Roll Call
28	Mr. Faircloth called the meeting to ord	der and called the roll. A quorum was established.
29		
30	SECOND ORDER OF BUSINESS	Approval of the December 19, 2023
31		Agenda
32		
33	On MOTION by Ms. Syrek se	conded by Mr. Myhrberg with all in
34		Agenda was approved as presented.
35	5-0	
36		
37	THIRD ORDER OF BUSINESS	Audience Comments on Agenda Items
38	• There being none, the next order of b	ousiness followed.
39		
40	FOURTH ORDER OF BUSINESS	Approval of Consent Agenda
41	A. Approval of Minutes of the Novemb	• •
42	* *	and Check Register as of November 2023
	2. Theopenice of the Linuncial Report	and chook regions as or rotalised avan

43	On MOTION by Ma Symply accompled by Dr. McV ac with all in favor
44 45	On MOTION by Ms. Syrek seconded by Dr. McKee with all in favor the Consent Agenda was approved as presented. 5-0
46 47 48	FIFTH ORDER OF BUSINESS A. Rules Change Discussion
49	• The Board requested the Public Hearing be advertised for the February 20, 2024 Meeting.
50	SIXTH ORDER OF BUSINESS New Business
51	A. Dog Park Treatment
52	• Mr. Mercer noted that he received emails from residents regarding their concerns about
53	what is being sprayed at the dog park.
54	• A MOTION was made by Mr. Myhrberg to complete a treatment at the dog park and
55	seconded by Ms. Syrek. Further discussion ensued. The motion was withdrawn.
56	B. Re-enter RFIS
57	• The Safety and Access Control Committee is to review and provide recommendations to
58	the Board in the future.
59	C. RCA Recommendations
60	• Mr. Bruce, a resident, reviewed his powerpoint on changes to the RCA documents. Further
61	discussion ensued.
62	SEVENTH ORDER OF BUSINESS On-Site Manager's Report
63	• Mr. Mercer provided project updates. He noted that the storm drain repairs were done.
64	The dog park pavers and tennis court fencing were close to being completed.
65	A. Apollo Sunguard Proposal
66 67 68 69	On MOTION by Dr. McKee seconded by Mr. Myhrberg with all in favor to halt the procedure by Wylee Coat and to move forward with Apollo Sunguard proposal in the amount of \$15,859 for the installation of one Bocce Ball Court was approved. 5-0
70 71	
72	
73	

74	В.	Crystal Clear Fountains Proposal	
75 76 77		On MOTION by Mr. Myhrberg see favor the Crystal Clear Fountain approved. 5-0	
78			
79	•	The Board discussed the longevity of the fo	ountain lighting.
80	EIGTH	H ORDER OF BUSINESS	Monthly Client Report
81	•	Matt Gillispie reviewed his report.	
82 83	NINTI	HORDER OF BUSINESS	Safety and Access Supervisor's Report
84	•	Jeff Haram presented his report. He noted	the RFIDs are now working.
85 86		H ORDER OF BUSINESS Consideration of Resolution 2024-01, FY	District Manager's Report 2023 Budget Amendment
87 88 89 90		On MOTION by Ms. Syrek second favor Resolution 2024-01, FY20 approved. 5-0	
91	В.	Follow-up Items	
92	•	Mr. Faircloth provided a brief update on co	ommunications with the FEMA attorney.
93	ELEV	ENTH ORDER OF BUSINESS	Attorney's Report
94	•	There being no report, the next item follow	red.
95 96		FTH ORDER OF BUSINESS Beach Club Committee: Mr. Spillane	Other Committee Reports
97	•	Mr. Spillane provided an update on the me	mbership amount which is up to 365 members.
98	В.	Campus Committee: Ms. Syrek	
99	•	Ms. Syrek noted they decided to disregard	the Bocci Ball Court items. Mr. Mercer is to
100		provide bench options at the next meeting.	She also mentioned a 3–5-year plan for furniture
101		replacement is being discussed.	

• Mr. Myhrberg noted they are working with environmental consultants for plantings and

C. Environmental Committee: Mr. Myhrberg

102

103

104	V	villow trimmings possibly in the dry season.
105	D. F	Finance Committee: Ms. Syrek
106	• N	As. Syrek provided an update on the reserves. She stated there are accounts that are three
107		nonths old.
108		Landscape Committee: Mr. Gipp
109	• 1	There was no meeting this month.
110	F. F	RV Park Committee Report: Dr. McKee
111	• [Or. McKee stated there were inquiries regarding lighting and cameras. He provided an
112	u	pdate on the waiting list and reserve fund.
113	G. S	Safety & Access Control Committee: Dr. McKee
114	• [Or. McKee provided an update on the back gate entrance and barcode reader.
115 116 117	V	Or. McKee addressed a request from a resident for the CDD to pay for damage to a car where the gate came down when following another vehicle through the gate. The estimate o repair is for \$477.50.
118 119 120 121		On MOTION by Dr. McKee seconded by Mr. Myhrberg, to pay for the resident vehicle damage with Dr. McKee, Mr. Myhrberg, Ms. Syrek, Mr. Spillane and Mr. Gipp voting nay the motion failed. 0-5
122	н. ц	Jtilities Committee: Mr. Gipp
123	• N	Mr. Gipp provided and update on odor control.
124	I. S	Strategic Planning Committee: Mr. Myhrberg
125	• N	Mr. Myhrberg stated the committee is looking at amenities, such as raised beds and vending
126		nachines for the community.
127		
128	THIRT	EENTH ORDER OF BUSINESS Supervisor Comments
129	• T	There being none, the next order of business followed.
130131	FOURT	TEENTH ORDER OF BUSINESS Audience Comments
132		Audience comments were received regarding dog park disinfecting and gratitude to Mid-
133	A	Atlantic for the work they have completed.

134

135 136	• There	e being no further business,	
137		On MOTION by Ms. Syrek, seconded by Dr. McKee, with all in	
138		favor, the meeting was adjourned at 4:06 pm. 5-0	
139			
140			
141			
142			
143		Michael Spillane	
144		Chairman	

4B

Riverwood Community Development District

Financial Statements
(unaudited)

December 31, 2023



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Balance Sheet December 31, 2023

Account Description	General Fund	General Fund - Reserves	Beach Club Fund (Operations)	Beach Club Fund (Reserve)	Beach Club Fund (Loan)	Debt Service Fund (Valley National)	Enterprise Fund	Enterprise Fund - Reserves	Pooled Cash Fund	Total
<u>Assets</u>										
Current Assets										
Cash - Checking Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,030,774	\$ 3,030,774
Equity in Pooled Cash	1,372,694	2,373,339	219,435	76,083	-	-	782,529	2,052,964	(6,877,044)	-
Accounts Receivable	910	6,741	9,256	-	-	-	192,026	-	-	208,933
Accounts Receivable > 120	-	-	-	-	-	-	270	-	-	270
Accounts Receivables - Insurance	9,244	-	-	-	-	-	-	-	-	9,244
Insurance Receivable	-	110,644	-	-	-	-	-	-	-	110,644
Loan Due from Beach Fund	141,875	-	-	-	-	-	-	-	-	141,875
Investments:										
Money Market Account	-	-	-	-	-	-	-	-	3,846,270	3,846,270
Reserve Fund	-	-	-	-	-	131,302	-	-	-	131,302
Revenue Fund	-	-	-	-	-	778,604	-	-	-	778,604
Sinking fund	-	-	-	-	-	164	-	-	-	164
Prepaid Items	-	-	76	-	-	-	551	-	-	627
Total Current Assets	1,524,723	2,490,724	228,767	76,083		910,070	975,376	2,052,964		8,258,707
Noncurrent Assets										
Fixed Assets										
Land	_	-	_	_	-	_	343,998	_	-	343,998
Buildings	-	-	-	-	-	-	1,413,584	-	-	1,413,584
Accum Depr - Buildings	-	-	-	-	-	-	(865,215)	-	-	(865,215)
Infrastructure	-	-	-	-	-	-	10,649,119	-	-	10,649,119
Accum Depr - Infrastructure	-	-	-	_	-	-	(4,592,261)	-	-	(4,592,261)
Equipment and Furniture	-	-	-	_	-	-	37,977	-	-	37,977
Accum Depr - Equip/Furniture	-	-	-	_	-	-	(18,059)	-	-	(18,059)
Total Noncurrent Assets							6,969,143			6,969,143
Total Assets	\$ 1,524,723	\$ 2,490,724	\$ 228,767	\$ 76,083	\$ -	\$ 910,070	\$ 7,944,519	\$ 2,052,964	\$ -	\$ 15,227,850

Balance Sheet December 31, 2023

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-	2,456,462 222,939	76,083	(141,875)	910,070	7,630,563	2,052,964	-	14,618,88
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General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

(20% 11 Complete)		Current Month	Month Year-to-Date					te			
			Va	ariance	•		Va	ariance	%	Adopted	
Description	Actual	Budget	Fav	(Unfav)	Actual	Budget	Fav	(Unfav)	Variance	Budget	
Revenue / Other Sources											
Special Assmnts- Tax Collector	\$ 1,251,591	\$ 1,202,876	\$	48,715	\$ 1,533,705	\$ 1,506,908	\$	26,797	1.8%	\$ 2,069,424	
Special Assmnts- Discounts	(49,102)	(48,282)		(820)	(60,169)	(60,486)		317	-0.5%	(83,065)	
Non-Resident Members	2,550	417		2,133	4,250	1,251		2,999	239.7%	5,000	
Other Miscellaneous Revenues	25	42		(17)	1,210	126		1,084	860.6%	500	
Interest - Investments	7,060	141		6,919	14,228	423		13,805	3263.7%	1,693	
Total Revenue / Other Sources	1,212,124	1,155,194		56,930	1,493,224	1,448,222		45,002	3.1%	1,993,552	
Expenditures											
Administration											
P/R-Board of Supervisors	183	225		42	544	675		131	19.4%	2,696	
Payroll-Salaries	2,401	2,630		229	6,678	7,890		1,212	15.4%	31,558	
ProfServ-Engineering	-	542		542	-	1,626		1,626	n/a	6,500	
ProfServ-Mgmt Consulting	6,904	6,904		(0)	20,712	20,712		(0)	0.0%	82,849	
ProfServ-Legal Services	5,033	2,917		(2,116)	8,430	8,751		321	3.7%	35,000	
ProfServ-Trustee Fees	-	3,717		3,717	-	3,717		3,717	n/a	3,717	
Auditing Services	_	2,200		2,200	_	2,200		2,200	n/a	4,400	
Communications-Other	421	375		(46)	1,265	1,125		(140)	-12.5%	4,500	
Insurance	_	_		-	21,535	24,967		3,432	13.7%	24,967	
Misc-Non Ad Valorem Taxes	16	208		192	16	624		608	97.4%	2,500	
Misc-Assessment Collection Cost	24,050	15,113		(8,937)	29,471	18,933		(10,538)	-55.7%	26,001	
Website Hosting/Email services	1,762	275		(1,487)	3,314	825		(2,489)	-301.8%	3,300	
Janitorial /Office supplies	24	167		143	156	501		345	68.8%	2,000	
Office Expense	567	833		267	1,442	2,499		1,057	42.3%	10,000	
Misc-Credit Card Fees	56	103		47	112	309		197	63.8%	1,232	
Total Administration	41,417	36,209		(5,208)	93,676	95,354		1,678	1.8%	241,220	
Community Services											
Environmental Services											
Payroll-Environmental Services	3,489	4,801		1,312	9,573	14,403		4,830	33.5%	57,617	
Contracts-Preserve Maintenance	-	2,917		2,917	-	8,751		8,751	n/a	35,000	
Contracts-Lakes	3,401	2,367		(1,034)	7,101	7,101		-	0.0%	28,400	
ProfServ-Consultants	-	1,250		1,250	995	3,750		2,755	73.5%	15,000	
Electricity - General	333	200		(133)	909	600		(309)	-51.5%	2,400	
Utility - Water & Sewer	170	167		(3)	340	501		161	32.0%	2,000	
R&M-Sidewalks	-	833		833	-	2,499		2,499	n/a	10,000	
R&M-Storm Drain Cleaning	-	1,250		1,250	-	3,750		3,750	n/a	15,000	
R&M-Preserves	(2,367)	3,333		5,700	(44)	9,999		10,043	100.4%	40,000	
R&M-Road Scaping	-	833		833	-	2,499		2,499	n/a	10,000	
R&M-Roads,Signage,Striping	-	917		917	-	2,751		2,751	n/a	11,000	
•											

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

	C	urrent Mont	h		Year-to	o-Date		
-			Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
R&M-Lakes,Bank Erosion,Planting	1,400	2,083	683	1,400	6,249	4,849	77.6%	25,000
Misc-Contingency	-	1,667	1,667	4,250	5,001	751	15.0%	20,000
Total Environmental Services	6,426	22,618	16,192	24,524	67,854	43,330	63.9%	271,417
Access and Control								
Payroll-Gatehouse	22,788	26,422	3,634	55,506	79,266	23,760	30.0%	317,059
R&M-Gate	1,503	2,083	580	4,913	6,249	1,336	21.4%	25,000
R&M-Gatehouse/Security	7,440	2,083	(5,357)	10,182	6,249	(3,933)	-62.9%	25,000
Op Supplies - Gatehouse	33	1,250	1,217	303	3,750	3,447	91.9%	15,000
Mileage Reimbursement		833	833		2,499	2,499	n/a	10,000
Total Access and Control	31,763	32,671	908	70,904	98,013	27,109	27.7%	392,059
Landanana Caminas								
Landscape Services	40.500	00.000	2.502	55 500	00.040	40.740	40.00/	205 000
Contracts - Landscape	18,500	22,083	3,583	55,500	66,249	10,749	16.2%	265,000
Payroll - Landscape	1,138	1,250	112	3,381	3,750	369	9.8%	15,000
R&M - Other Landscape	8,914	3,333	(5,581)	32,080	9,999	(22,081)	-220.8%	40,000
R&M - Tree Trimming Services	26,040	4,167	(21,873)	45,640	12,501	(33,139)	-265.1%	50,000
Plantings & Consulting	-	4,167	4,167	21,335	12,501	(8,834)	-70.7%	50,000
Total Landscape Services	54,592	35,000	(19,592)	157,936	105,000	(52,936)	-50.4%	420,000
Total Community Services	92,780	90,289	(2,491)	253,364	270,867	17,503	6.5%	1,083,476
Activity Center Campus								
P/R-Board of Supervisors	135	167	32	404	501	97	19.4%	2,000
Payroll-Salaries	1,734	1,888	155	4,572	5,664	1,092	19.3%	22,656
Payroll-Maintenance	3,130	5,032	1,902	9,333	15,096	5,763	38.2%	60,382
Electricity - General	4,331	4,222	(109)	12,297	12,666	369	2.9%	50,666
Utility - Water & Sewer	1,386	1,333	(53)	2,833	3,999	1,166	29.2%	16,000
Insurance - Property	-	-	-	41,533	48,152	6,619	13.7%	48,152
R&M-Pools	231	667	436	1,346	2,001	655	32.8%	8,000
R&M-Fitness Equipment	1,000	500	(500)	2,089	1,500	(589)	-39.3%	6,000
Activity Ctr Cleaning- Inside Areas	2,281	2,667	386	6,844	8,001	1,157	14.5%	32,000
Pool Daily Maintenance	1,995	2,083	88	5,835	6,249	414	6.6%	25,000
R&M-Croquet Turf Maintenance	-	83	83	_	249	249	n/a	1,000
R&M-Activity Campus Buildings	7,611	3,333	(4,278)	41,463	9,999	(31,464)	-314.7%	40,000
Misc-Special Projects	-	5,000	5,000	3,328	15,000	11,672	77.8%	60,000
Tools and Equipment	-	1,250	1,250	650	3,750	3,100	82.7%	15,000
Operating Supplies	-	167	167	_	501	501	n/a	2,000
Misc-Contingency	-	2,500	2,500	151	7,500	7,349	98.0%	30,000
Total Activity Center Campus	23,833	30,892	7,059	132,678	140,828	8,150	5.8%	418,856
Total Expenditures	158,030	157,390	(640)	479,717	507,049	27,332	5.4%	1,743,552

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

	Current Month Year-to-Date							
	<u>-</u>		Variance	-		Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Transfers Out								
Reserve - Activty Center Campus	5,833	5,833	(0)	17,500	17,499	(1)	0.0%	70,000
Reserve - Roadways	10,833	10,833	(0)	32,500	32,499	(1)	0.0%	130,000
Reserve - Environmental Services	4,167	4,167	0	12,500	12,501	1	0.0%	50,000
Total Transfers Out	20,833	20,833	(0)	62,500	62,499	(1)	0.0%	250,000
Total Expenditures & Transfers	178,863	178,223	(640)	542,217	569,548	27,331	4.8%	1,993,552
Net Surplus (Deficit)	\$ 1,033,261	\$ 976,971	\$ 56,290	951,007	878,674	72,333		
Fund balance as of Oct 01, 2023				536,756	536,756	-		536,756
Fund Balance as of Dec 31, 2023				\$ 1,487,763	\$ 1,415,430	\$ 72,333		\$ 536,756

General Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

Г	Cu	rrent Mont	h		Year-to	o-Date		
-			Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
RV Parking Lot Revenue	27,550	4,750	22,800	44,500	14,250	30,250	212.3%	57,000
Transfer In - Roadways	10,833	10,833	0	32,500	32,499	1	0.0%	130,000
Transfer In - Environmental Services	4,167	4,167	(0)	12,500	12,501	(1)	0.0%	50,000
Transfer In - Activity Center Campus	5,833	5,833	0	17,500	17,499	1	0.0%	70,000
Other Miscellaneous Revenues	-	-	-	0	-	0	n/a	-
Interest - Investments	12,038	-	12,038	31,049	-	31,049	n/a	-
Total Revenue / Other Sources	60,421	25,583	34,838	138,049	76,749	61,300	79.9%	307,000
Expenditures								
Activity Center Campus								
Reserve-Activity Center Campus	_	5,833	5,833	_	17,499	17,499	100.0%	70,000
Capital Projects	97,000	-	(97,000)	97,000		(97,000)	n/a	
R&M-Tennis Courts	9,290	_	(9,290)	12,525	_	(12,525)	n/a	_
Total Activity Center Campus	106,290	5,833	(100,457)	109,525	17,499	(92,026)	-525.9%	70,000
· -	•	•	, , ,	•	•	, , ,		
Roadways								
Reserve - Roadways	-	10,833	10,833		32,499	32,499	100.0%	130,000
Total Roadways	-	10,833	10,833		32,499	32,499	100.0%	130,000
RV Park								
Reserve - RV Park	-	2,423	2,423	_	7,269	7,269	100.0%	29,070
Payroll- RV Park	865	1,083	218	2,307	3,249	942	29.0%	13,000
Materials & Supplies	208	417	209	338	1,251	913	73.0%	5,000
Capital Projects	-	708	708	_	2,124	2,124	100.0%	8,500
Postage and Freight	-	3	3	_	9	, 9	100.0%	40
Fuel, Gasoline and Oil	-	8	8	_	24	24	100.0%	90
Credit Card Fees	586	108	(478)	1,050	324	(726)	-224.0%	1,300
Total RV Park	1,659	4,750	3,091	3,695	14,250	10,555	74.1%	57,000
Fundamental Condess								
Environmental Services Reserve - Environmental Services		4,167	4,167		12,501	12,501	100.0%	50,000
=	-						100.0%	
Total Environmental Services	-	4,167	4,167		12,501	12,501	100.0%	50,000
Total Expenditures	107,949	25,583	(82,366)	113,220	76,749	(36,471)	-47.5%	307,000
Net Surplus (Deficit)	\$ (47,528) \$	-	\$ (47,528)	24,829	-	24,829		
Fund balance as of Oct 01, 2023				2,431,633	2,431,633	-		2,431,633
Fund Balance as of Dec 31, 2023				\$ 2,456,462	\$ 2,431,633	\$ 24,829		\$ 2,431,633

General Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

(25% Yr Complete)

	(Current Mont	:h			Year-to	o-Date		
	<u>-</u>		Variance				Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Α	ctual	Budget	Fav (Unfav)	Variance	Budget

Reserve Balances

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Environmental Services Reserve	\$664,554	\$12,500	\$7,212	\$0	\$684,266
Activity Center Campus Reserve	\$762,763	\$17,500	\$8,345	\$109,525	\$679,082
Roadways Reserve	\$882,584	\$32,500	\$11,965	\$0	\$927,049
Construction Settlement Reserve	\$0	\$0	\$1,766	\$0	\$1,766
RV Park Reserve	\$121,732	\$44,500	\$1,761	\$3,695	\$164,297
Total	\$2,431,633	\$107,000	\$31,049	\$113,220	\$2,456,462

Beach Club Fund - Operations

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

(25% Yr Complete)

		Current Mon	th		Year-t	o-Date		
•			Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Membership Dues	\$ 75,525	\$ 15,042	\$ 60,483	\$ 178,362	\$ 45,126	\$ 133,236	295.3%	\$ 180,500
Initiation Fees	250	250	-	1,750	750	1,000	133.3%	3,000
Amenities Revenue	-	83	(83)	297	249	48	19.3%	1,000
Summer Membership	-	708	(708)	-	2,124	(2,124)	-100.0%	8,500
Other Miscellaneous Revenues	30	42	(12)	85	126	(41)	-32.2%	500
Interest - Investments	363	17	346	1,123	51	1,072	2102.0%	200
Total Revenue / Other Sources	76,168	16,142	60,026	181,618	48,426	133,192	275.0%	193,700
Expenditures								
Beach Club Operations								
Payroll-Administrative	368	417	49	982	1,251	269	21.5%	5,000
Payroll-Attendants	6,907	7,464	557	18,651	22,392	3,741	16.7%	89,565
ProfServ-Mgmt Consulting	442	442	-	1,326	1,326	-	0.0%	5,304
Auditing Services	-	1,100	1,100	-	1,100	1,100	100.0%	2,200
Contracts-Landscape	1,400	150	(1,250)	1,400	450	(950)	-211.1%	1,800
Communication - Telephone	222	208	(14)	666	624	(42)	-6.7%	2,500
Utility - General	83	100	17	331	300	(31)	-10.3%	1,200
Utility - Refuse Removal	76	75	(1)	228	225	(3)	-1.2%	900
Utility - Water & Sewer	80	150	70	232	450	218	48.5%	1,800
Insurance	-		-	21,535	24,967	3,432	13.7%	24,967
R&M-Buildings	-	167	167	422	501	79	15.7%	2,000
R&M-Equipment	-	167	167	-	501	501	100.0%	2,000
Preventative Maint-Security Systems	-	146	146	-	438	438	100.0%	1,750
Misc-Special Projects	-	167	167	-	501	501	100.0%	2,000
Misc-Web Hosting	-	46	46	-	138	138	100.0%	550
Misc-Taxes	869		(869)	869	756	(113)	-15.0%	756
Misc-Contingency	-	256	256	-	768	768	100.0%	3,068
Credit Card Fees	2,019	429	(1,590)	5,223	1,287	(3,936)	-305.8%	5,150
Office Supplies	-	5	5	-	15	15	100.0%	60
Op Supplies - General	-	42	42	17	126	109	86.4%	500
Total Beach Club Operations	12,467	11,531	(936)	51,883	58,116	6,233	10.7%	153,070

Beach Club Fund - Operations

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

		Current Mont	h					
			Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Debt Service								
Principal Debt Retirement	-	-	-	-	-	-	n/a	23,617
Interest Expense	-	-	-	-	-	-	n/a	7,094
Total Debt Service		-	-		-	-	n/a	30,711
Total Expenditures	12,467	11,531	(936)	51,883	58,116	6,233	10.7%	183,781
Transfer Out								
Reserve - Beach Club	877	877	0	2,630	2,631	1	0.0%	10,521
Total Transfer Out	877	877	0	2,630	2,631	1	0.0%	10,521
Total Expenditures & Transfer	13,343	12,408	(935)	54,513	60,747	6,234	10.3%	194,302
Net Surplus (Deficit)	\$ 62,824	\$ 3,734	\$ 59,090	127,105	(12,321)	139,426	-	(602)
Fund balance as of Oct 01, 2023				95,834	95,834	-		95,834
Fund Balance as of Dec 31, 2023				\$ 222,939	\$ 83,513	\$ 139,426	_	\$ 95,232

Beach Club Fund - Reserves

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

(25% Yr Complete)

			Curre	ent Montl	h		Year-to-Date								
	-				Va	riance					V	ariance	%	A	dopted
Description	Actual		В	Budget		Fav (Unfav)		Actual		Budget		(Unfav)	Variance	Budget	
Revenue / Other Sources															
Transfer in - Beach Club	\$	877	\$	877	\$	(0)	\$	2,630	\$	2,631	\$	(1)	0.0%	\$	10,521
Total Revenue / Other Sources		877		877		(0)		2,630		2,631		(1)	0.0%		10,521
Expenditures															
Reserve - Beach Club		-		877		877		-		2,631		2,631	100.0%		10,521
Total Expenditures		-		877		877		-		2,631		2,631	0.0%		10,521
Net Surplus (Deficit)	\$	877	\$	-	\$	877		2,630		-		2,630			
Fund balance as of Oct 01, 2023								73,452		73,452		-			73,452
Fund Balance as of Dec 31, 2023							\$	76,083	\$	73,452	\$	2,630		\$	73,452

Reserve Balances

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Beach Club Reserve	\$73,453	\$2,630	\$0	\$0	\$76,083
Total	\$73,453	\$2,630	\$0	\$0	\$76,083

Beach Club Fund - Loan

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

		Current Mon	th		Year-to	o-Date		
	<u>-</u>		Variance	· -		Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Total Revenue / Other Sources	-		-	-	-	-	n/a	-
Expenditures								
Total Expenditures	-	-	-	-	-	-	n/a	-
Net Surplus (Deficit)	\$ -	\$ -	\$ -	<u>-</u>	-			
Fund balance as of Oct 01, 2023				(141,875)	(141,875)	-		(141,875)
Fund Balance as of Dec 31, 2023				\$ (141,875)	\$ (141,875)	\$ -	:	\$ (141,875)

Series 2018 Debt Service Fund (Valley National Bank)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

		(Curi	rent Month	1		Year-to-Date								
	_				V	ariance	<u>-</u>				٧	ariance	%	-	Adopted
Description	Ac	tual	ı	Budget	Fav	v (Unfav)		Actual		Budget	Fa	v (Unfav)	Variance		Budget
Revenue / Other Sources															
Special Assmnts- Tax Collector	\$ 44	40,809	\$	380,867	\$	59,942	\$	540,170	\$	520,409	\$	19,761	3.8%	\$	698,412
Special Assmnts- Discounts	(17,294)		(15,234)		(2,060)		(21,192)		(20,816)		(376)	1.8%		(27,937)
Interest - Investments		1,597		42		1,555		5,658		126		5,532	4390.8%		500
Total Revenue / Other Sources	42	25,113		365,675		59,438		524,636		499,719		24,917	5.0%		670,975
Expenditures															
Debt Service															
Misc-Assessment Collection Cost		8,470		7,617		(853)		10,380		10,408		28	0.3%		13,968
Principal Debt Retirement		-		-		-		-		-		-	n/a		458,000
Interest Expense		-		-				103,585		103,585		(0)	0.0%		207,169
Total Debt Service	-	8,470		7,617		(853)		113,964		113,993		28	0.0%		679,137
Total Expenditures		8,470		7,617		(853)		113,964		113,993		28	0.0%		679,137
Net Surplus (Deficit)	\$ 4	16,643	\$	358,058	\$	58,585		410,672		385,727		24,946			(8,162)
Fund balance as of Oct 01, 2023								499,397		499,397		-			499,397
Fund Balance as of Dec 31, 2023							\$	910,070	\$	885,124	\$	24,946		\$	491,235

Enterprise Fund - Breakdown by Utility Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

	_					Total TYTD			Total	Variance		0.4	
5		Uti	ility Service					YTD				%	Adopted
Description	Water		Sewer	Ir	rigation	Actu	ais		Budget	Fa	v (Unfav)	Variance	Budget
Revenue / Other Sources													
Base Charges for Services	\$ 115,79	2 \$	328,592	\$	59,430	\$ 503	3,815	\$	499,173	\$	4,642	0.9%	\$ 1,996,700
Usage Charges for Services	56,80	3	-		-	56	,808		52,293		4,515	8.6%	209,170
Standby Fees		-	1,713		-	1	,713		1,575		138	8.8%	6,300
Other Miscellaneous Revenues	1,27	1	5,802		-	7	,075		2,949		4,126	139.9%	11,800
Interest - Investments	2,71	7	5,065		1,134	8	3,915		1,323		7,592	573.9%	5,300
Total Revenue / Other Sources	176,59)	341,171		60,564	578	,326		557,313		21,013	3.8%	2,229,270
Expenses													
Administration	16,35	7	89,855		7,676	113	3,887		128,821		14,934	11.6%	259,119
Utility Services	134,60	2	205,844		10,435	350	,881		390,045		39,164	10.0%	1,560,151
Transfers Out	7,50)	82,500		12,500	102	2,500		102,501		1	0.0%	410,000
Total Expenses	158,45)	378,199		30,611	567	,268		621,367		54,099	8.7%	2,229,270
Net Profit (Loss)	\$ 18,13	2 \$	37,027)	\$	29,954	11	,058		(64,054)		75,112		
Net Position as of Oct 01, 2023						7,619	,505		7,619,505		-		7,619,505
Net Position as of Dec 31, 2023						\$ 7,630	,563	\$	7,555,451	\$	75,112		\$ 7,619,505

Enterprise Fund - Water Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

		Current Mont	h		Year-	to-Date		
			Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Water-Base Rate	\$ 38,651	\$ 38,308	\$ 343	\$ 115,792	\$ 114,924	\$ 868	0.8%	\$ 459,700
Water-Usage	24,488	17,431	7,057	56,808	52,293	4,515	8.6%	209,170
Other Miscellaneous Revenues	259	150	109	1,274	450	824	183.0%	1,800
Interest - Investments	956	25	931	2,717	75	2,642	3522.4%	300
Total Revenue / Other Sources	64,354	55,914	8,440	176,590	167,742	8,848	5.3%	670,970
<u>Administration</u>								
P/R-Board of Supervisors	185	229	44	555	687	132	19.3%	2,745
Payroll-Project Manager	1,890	2,083	193	5,161	6,249	1,088	17.4%	25,000
ProfServ-Engineering	-	417	417	-	1,251	1,251	100.0%	5,000
ProfServ-Legal Services	-	567	567	-	1,701	1,701	100.0%	6,800
ProfServ-Mgmt Consulting	470	470	0	1,410	1,410	0	0.0%	5,639
Auditing Services	-	1,870	1,870	-	1,870	1,870	100.0%	3,740
Postage and Freight	-	26	26	-	78	78	100.0%	306
Insurance	-	-	-	9,229	10,700	1,471	13.7%	10,700
Printing and Binding	3	28	25	3	84	81	97.0%	340
Legal Advertising	-	40	40	-	120	120	100.0%	485
Miscellaneous Services	-	79	79	-	237	237	100.0%	949
Office Supplies		9	9		27	27	100.0%	102
Total Administration	2,547	5,818	3,271	16,357	24,414	8,057	33.0%	61,806
Utility Services								
ProfServ-Utility Billing	1,089	953	(136)	3,196	2,859	(337)	-11.8%	11,440
Contracts-Other Services	3,887	4,482	595	12,255	13,446	1,191	8.9%	53,783
Utility - Base Rate	12,764	12,764	0	38,291	38,292	1	0.0%	153,162
Utility - Water-Usage	25,990	24,935	(1,055)	64,085	74,805	10,720	14.3%	299,218
Utility-CCU Admin Fee	4	4	(0)	13	12	(1)	-7.2%	50
R&M-General	11,093	4,625	(6,468)	12,963	13,875	912	6.6%	55,500
Misc-Licenses & Permits	-	25	25	-	75	75	100.0%	300
Misc-Contingency	3,800	476	(3,324)	3,800	1,428	(2,372)	-166.1%	5,711
Total Utility Services	58,627	48,264	(10,363)	134,602	144,792	10,190	7.0%	579,164
Total Expenses	61,174	54,082	(7,092)	150,959	169,206	18,247	10.8%	640,970

Enterprise Fund - Water Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

		(Current Mon	th			Year-	to-Date		
	<u>-</u>			Variance	-			Variance	%	Adopted
Description	Ac	tual	Budget	Fav (Unfav)		Actual	Budget	Fav (Unfav)	Variance	Budget
Transfers Out										
Reserve - Water System		2,500	2,500	-		7,500	7,500	-	0.0%	30,000
Total Transfers Out		2,500	2,500	-		7,500	7,500	-	0.0%	30,000
Total Expenses & Transfers		63,674	56,582	(7,092)		158,459	176,706	18,247	10.3%	670,970
Net Profit (Loss)	\$	680	\$ (668) \$ 1,348	\$	18,132	\$ (8,964)	\$ 27,096		<u>\$ -</u>

Enterprise Fund - Sewer Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

		Current Mont	h					
	-		Variance	-		Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Sewer Revenue	\$ 109,654	\$ 108,250	\$ 1,404	\$ 328,592	\$ 324,750	\$ 3,842	1.2%	\$ 1,299,000
Standby Fees	571	525	46	1,713	1,575	138	8.8%	6,300
Other Miscellaneous Revenues	1,180	833	347	5,802	2,499	3,303	132.2%	10,000
Interest - Investments	1,783	333	1,450	5,065	999	4,066	407.0%	4,000
Total Revenue / Other Sources	113,188	109,941	3,247	341,171	329,823	11,348	3.4%	1,319,300
Expenses								
Administration								
P/R-Board of Supervisors	466	579	113	1,401	1,737	336	19.4%	6,943
Payroll-Project Manager	2,351	2,583	232	6,392	7,749	1,357	17.5%	31,000
ProfServ-Engineering	10,920	833	(10,087)	18,200	2,499	(15,701)	-628.3%	10,000
ProfServ-Legal Services	1,862	1,467	(395)	2,325	4,401	2,076	47.2%	17,600
ProfServ-Mgmt Consulting	2,049	2,049	0	6,146	6,147	1	0.0%	24,586
Auditing Services	-	4,730	4,730	-	4,730	4,730	100.0%	9,460
Postage and Freight	-	65	65	9	195	186	95.6%	775
Insurance	-	-	-	55,376	64,202	8,826	13.7%	64,202
Printing and Binding	6	72	66	6	216	210	97.0%	860
Legal Advertising	-	-	-	-	-	-	n/a	3
Miscellaneous Services	-	200	200	-	600	600	100.0%	2,399
Office Supplies	-	25	25	-	75	75	100.0%	300
Total Administration	17,654	12,603	(5,051)	89,855	92,551	2,696	2.9%	168,128
Utility Services								
ProfServ-Utility Billing	6,788	5,940	(848)	19,912	17,820	(2,092)	-11.7%	71,280
Electricity - General	6,815	4,750	(2,065)	19,205	14,250	(4,955)	-34.8%	57,000
Utility - Water & Sewer	380	292	(88)	1,100	876	(224)	-25.6%	3,500
Communication - Telephone	475	542	67	1,425	1,626	201	12.3%	6,500
Contracts-Other Services	24,216	27,926	3,710	76,358	83,778	7,420	8.9%	335,110
R&M-Sludge Hauling	5,488	7,083	1,595	14,958	21,249	6,291	29.6%	85,000
Maintenance - Security Systems	-	146	146	- 1,000	438	438	100.0%	1,750
R&M-General	43,028	18,953	(24,075)	50,904	56,859	5,955	10.5%	227,439
Misc-Licenses & Permits	-	12	12	-	36	36	100.0%	140
Misc-Bad Debt	_	83	83	_	249	249	100.0%	1,000
Misc-Contingency	551	1,038	487	1,652	3,114	1,462	46.9%	12,453
Op Supplies - Chemicals	5,174	1,667	(3,507)	20,329	5,001	(15,328)	-306.5%	20,000
Total Utility Services	92,914	68,432	(24,482)	205,844	205,296	(548)	-0.3%	821,172
Total Expenses	110,569	81,035	(29,534)	295,699	297,847	2,148	0.7%	989,300
TOTAL EXPENSES	110,569	01,035	(∠9,534)	∠95,099	Z31,041	2,148	U.1%	909,300

Enterprise Fund - Sewer Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

	С	urrent Mont	h					
	<u>-</u>		Variance	-		Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Transfers Out								
Reserve - Sewer System	27,500	27,500	-	82,500	82,500	-	0.0%	330,000
Total Transfers Out	27,500	27,500	-	82,500	82,500	-	0.0%	330,000
Total Expenses & Transfers	138,069	108,535	(29,534)	378,199	380,347	2,148	0.6%	1,319,300
Net Profit (Loss)	\$ (24,881)	\$ 1,406	\$ (26,287)	\$ (37,027)	\$ (50,524)	\$ 13,497		\$ -

Enterprise Fund - Irrigation Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

	(Current Mont	h		Year-t	o-Date		
	<u>-</u>		Variance			Variance	%	Adopted
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget
Revenue / Other Sources								
Irrigation-Base Rate	\$ 19,830	\$ 19,833	\$ (3)	\$ 59,430	\$ 59,499	\$ (69)	-0.1%	\$ 238,000
Interest - Investments	399	83	316	1,134	249	885	355.3%	1,000
Total Revenue / Other Sources	20,229	19,916	313	60,564	59,748	816	1.4%	239,000
Expenses								
Administration								
P/R-Board of Supervisors	109	135	26	326	405	79	19.4%	1,616
Payroll-Project Manager	763	833	70	2,129	2,499	370	14.8%	10,000
ProfServ-Engineering	-	443	443	-	1,329	1,329	100.0%	5,320
ProfServ-Legal Services	-	83	83	-	249	249	100.0%	1,000
ProfServ-Mgmt Consulting	201	201	(0)	604	603	(1)	-0.2%	2,417
Auditing Services	-	1,100	1,100	-	1,100	1,100	100.0%	2,200
Postage and Freight	-	15	15	-	45	45	100.0%	180
Insurance	-	-	-	4,615	5,350	735	13.7%	5,350
Printing and Binding	2	17	16	2	51	50	97.1%	200
Legal Advertising	-	24	24	-	72	72	100.0%	285
Miscellaneous Services	-	46	46	-	138	138	100.0%	557
Office Supplies		5	5		15	15	100.0%	60
Total Administration	1,075	2,902	1,827	7,676	11,856	4,180	35.3%	29,185
Utility Services								
ProfServ-Utility Billing	503	440	(63)	1,475	1,320	(155)	-11.7%	5,280
Electricity - General	57	2,500	2,443	1,914	7,500	5,586	74.5%	30,000
Contracts-Other Services	1,794	2,069	275	5,656	6,207	551	8.9%	24,823
Utility - Water-Usage	3	3,417	3,414	1,377	10,251	8,874	86.6%	41,000
Utility-CCU Admin Fee	4	6	2	13	18	5	28.5%	75
R&M-General	-	4,167	4,167	-	12,501	12,501	100.0%	50,000
Misc-Contingency	-	303	303	-	909	909	100.0%	3,637
Op Supplies - Chemicals		417	417		1,251	1,251	100.0%	5,000
Total Utility Services	2,361	13,319	10,958	10,435	39,957	29,522	73.9%	159,815
Total Expenses	3,435	16,221	12,786	18,111	51,813	33,703	65.0%	189,000

Enterprise Fund - Irrigation Services

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

	С	urrent Mont	h		Year-to-Date								
	-		Variance	<u>-</u>		Variance	%	Adopted					
Description	Actual	Budget	Fav (Unfav)	Actual	Budget	Fav (Unfav)	Variance	Budget					
Transfers Out													
Reserves - Irrigation System	4,167	4,167	0	12,500	12,501	1	0.0%	50,000					
Total Transfers Out	4,167	4,167	0	12,500	12,501	1	0.0%	50,000					
Total Expenses & Transfers	7,602	20,388	12,786	30,611	64,314	33,703	52.4%	239,000					
Net Profit (Loss)	\$ 12,627	\$ (472)	\$ 13,099	\$ 29,954	\$ (4,566)	\$ 34,520	:	\$ -					

Enterprise Fund - Reserves

Statement of Revenues, Expenses and Changes in Net Position

For the Period Ending December 31, 2023

(25% Yr Complete)

			Curi	rent Montl	1				Year-to	o-Da	ite			
	-				٧	ariance				٧	/ariance	%	-	Adopted
Description		Actual	Budget		Fa	v (Unfav)	Actual		Budget		v (Unfav)	Variance		Budget
Revenue / Other Sources														
Transfer In - Water Services	\$	2,500	\$	2,500	\$	-	\$	7,500	\$ 7,500	\$	-	0.0%	\$	30,000
Transfer In - Sewer Services		27,500		27,500		-		82,500	82,500		-	0.0%		330,000
Transfer In - Irrigation Services		4,167		4,167		(0)		12,500	12,501		(1)	0.0%		50,000
Interest - Investments		8,625		4,167		4,458		24,769	12,501		12,268	98.1%		50,000
Total Revenue / Other Sources		42,792		38,334		4,458		127,269	115,002		12,267	10.7%		460,000
Expenses														
Water Services														
Reserve - Water System		-		2,500		2,500		-	7,500		7,500	100.0%		30,000
Total Water Services		-		2,500		2,500		-	7,500		7,500	100.0%		30,000
Sewer Services														
Reserve - Sewer System		-		27,500		27,500		-	82,500		82,500	100.0%		330,000
Total Sewer Services		-		27,500		27,500		-	82,500		82,500	100.0%		330,000
Irrigation Services														
Reserves - Irrigation System		-		4,167		4,167		-	12,501		12,501	100.0%		50,000
Total Irrigation Services		-		4,167		4,167		-	12,501		12,501	100.0%	_	50,000
Total Expenses		-		34,167		34,167		-	102,501		102,501	100.0%		410,000
Net Profit (Loss)	\$	42,792	\$	4,167	\$	38,625		127,269	12,501		114,768			50,000
Net Position as of Oct 01, 2023								1,925,695	1,925,695		-			1,925,695
Net Position as of Dec 31, 2023							\$:	2,052,964	\$ 1,938,196	\$	114,768		\$	1,975,695

Reserve Balances

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Water Services Reserve	\$136,098	\$7,500	\$2,096	\$0	\$145,694
Sewer Services Reserve	\$1,328,229	\$82,500	\$19,346	\$0	\$1,430,076
Irrigation Services Reserve	\$220,700	\$12,500	\$3,327	\$0	\$236,527
Emergency Reserve	\$240,667	\$0	\$0	\$0	\$240,667
Total	\$1,925,694	\$102,500	\$24,769	\$0	\$2,052,963

Shared Services

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2023

	(Curi	rent Month	1			Year-to)-Da	ate		
				Va	riance			٧	/ariance	%	Adopted
Description	 Actual	l	Budget	Fav	(Unfav)	 Actual	Budget	Fa	v (Unfav)	Variance	 Budget
ALLOCATIONS											
Total Payroll - Board	\$ 1,077	\$	1,335	\$	259	\$ 3,230	\$ 4,005	\$	776	19.4%	\$ 16,000
Allocated to GF (Activity Ctr)	(135)		(167)		(32)	(404)	(501)		(97)	19.4%	(2,000)
Allocated to Water	(185)		(229)		(44)	(555)	(687)		(132)	19.3%	(2,745)
Allocated to Sewer	(466)		(579)		(113)	(1,401)	(1,737)		(336)	19.4%	(6,943)
Allocated to Irrigation	(109)		(135)		(26)	(326)	(405)		(79)	19.4%	(1,616)
Balance in General Fund (Admin)	183		225		42	544	675		131	19.4%	2,696
Total Payroll - Salaries	\$ 41,965	\$	48,935	\$	6,970	\$ 108,423	\$ 146,805	\$	38,382	26.1%	\$ 587,220
Allocated to GF (Activity Ctr Salaries)	(1,734)		(1,888)		(155)	(4,572)	(5,664)		(1,092)	19.3%	(22,656)
Allocated to GF (Activity Ctr Maint.)	(3,130)		(5,032)		(1,902)	(9,333)	(15,096)		(5,763)	38.2%	(60,382)
Allocated to GF (Gatehouse)	(22,788)		(26,422)		(3,634)	(55,506)	(79,266)		(23,760)	30.0%	(317,059)
Allocated J. Mercer to Water	(1,890)		(2,083)		(193)	(5,161)	(6,249)		(1,088)	17.4%	(25,000)
Allocated J. Mercer to Sewer	(2,351)		(2,583)		(232)	(6,392)	(7,749)		(1,357)	17.5%	(31,000)
Allocated J. Mercer to Irrigation	(763)		(833)		(70)	(2,129)	(2,499)		(370)	14.8%	(10,000)
Allocated to Beach Club- Attendants	(6,907)		(7,464)		(557)	(18,651)	(22,392)		(3,741)	16.7%	(89,565)
Balance in General Fund (Admin)	2,401		2,630		229	6,678	7,890		1,212	15.4%	31,558
Total Inframark Contract	10,066		10,066		(0)	30,199	30,198		(1)	0.0%	120,795
Allocated to Beach Club	(442)		(442)		-	(1,326)	(1,326)		-	0.0%	(5,304)
Allocated to Water	(470)		(470)		(0)	(1,410)	(1,410)		(0)	0.0%	(5,639)
Allocated to Sewer	(2,049)		(2,049)		(0)	(6,146)	(6,147)		(1)	0.0%	(24,586)
Allocated to Irrigation	(201)		(201)		0	(604)	(603)		1	-0.2%	(2,417)
Balance in General Fund (Admin)	6,904		6,904		-	20,712	20,712		-	0.0%	82,849
Total Insurance Expense	-		-		-	153,822	178,338		24,516	13.7%	178,338
Allocated to GF (Activity Ctr)	-		-		-	(41,533)	(48,152)		(6,619)	13.7%	(48,152)
Allocated to Beach Club	-		-		-	(21,535)	(24,967)		(3,432)	13.7%	(24,967)
Allocated to Water	-		-		-	(9,229)	(10,700)		(1,471)	13.7%	(10,700)
Allocated to Sewer	-		-		-	(55,376)	(64,202)		(8,826)	13.7%	(64,202)
Allocated to Irrigation	-		<u> </u>		-	(4,615)	(5,350)		(735)	13.7%	(5,350)
Balance in General Fund (Admin)	-		-		-	21,535	24,967		3,432	13.7%	24,967

Seventh Order of Business

7A

SWORN STATEMENT

ISSUED October 1, 2021

IN

POLICY NUMBER <u>100121861</u>

EXPIRES
October 1, 2022

PROOF OF LOSS

CLAIM NUMBER 009.022682.MI

TO THE

AGENCY AT Per Policy

(SEAL)

FLORIDA INSURANCE ALLIANCE

At time of loss, by the above indicated policy of insurance you insured Riverwood Community Development District

A goingt loss by	All Risks of Direct Physical Loss or D	Jamaga Par Poli	ex Conditions to the property describe	di according to the towns
	f the said policy and all forms, endorsements, train	_		ed, according to the terms
TIME AND	A Named Storm loss occurred about the h			
ORIGIN	on the 28th day of September , 2022 . T	<u> </u>		
	Wind damages due to Hurricane Is			
OCCUPANCY	The building described, or containing the prop	perty described, was oc	ecupied at the time of the loss as follows, as	nd for no other purpose
	whatever: as business purposes of the	<u>e insured's</u> .		
TITLE AND	At the time of the loss the interest of your insu	ared in the property des	scribed therein was Owner.	
INTEREST	No other person or persons had any interest the	erein or incumbrance t	hereon, except: <u>NONE</u> .	
CHANGES	Since the said policy was issued there has been	n no assignment thereo	of, or change of interest, use, occupancy, po	ossession, location or
	exposure of the property described, except: $\underline{\mathbf{N}}$	one.		
TOTAL	THE TOTAL AMOUNT OF INSURANCE up	pon the property descr	ibed by this policy was, at the time of the lo	oss: Per Policy.
INSURANCE	as more particularly specified in the apportion	ment attached under Po	olicy # 100121861 besides which there w	was no policy or other contract
	of insurance, written or oral, valid or invalid.			
VALUE	THE ACTUAL CASH VALUE of said proper	rty at the time of the lo	ss was	To be determined
LOSS	THE WHOLE LOSS AND DAMAGE was			<u>\$ 513,483.98</u>
AMOUNT CLAIMED:	THE AMOUNT CLAIMED under the above I (Loss Line less Named Storm D \$200,000, less direct payment \$' direct payment \$23,705.49 to U	eductible \$99,7 79,400.69 to Sig	33.60, less advance payment gnal Restoration, and less	<u>\$ 110,644.20</u>
SPECIAL CONDI	TIONS:			
consent of your insur- such as were destroy	originate by any act, design or procurement or or this affiant, to violate the conditions of ed or damaged at the time of said loss; no propid loss, has in any manner been made. Any ot	the policy, or render perty saved has in any	it void; no articles are mentioned herein manner been concealed, and no attempt	or in annexed schedules but to deceive the said company
The furnishing of th	nis blank or the preparation of proofs by a	representative of the	e above insurance company is not a wa	aiver of any of its rights.
State of				
				Insured
Subscribed and swo	orn to before me this day of		. 20	
				
	Notary F	?ublic		

State of _____ My Commission Expires: _____

		Analysis of C	laimed Charges - Riverwood C	DD				
Master Location	Unit Description	Support Link	Vendor	Description	As Claimed	Adjustment	Deductible/Limit Applied	Net Amount
Riverwood Community Development District	Activity Center	Roofing no.5635-1		Roof Replacement	\$ 117,002.18	\$ -	\$ (55,000.00)	62,002.18
Riverwood Community Development District	Activity Center	Drywall Estimate no. 7046	Anthony C. Leonard Roofing HM Drywall & Stucco Inc.	Drywall Repairs	14,000.00	-	-	14,000.00
Riverwood Community Development District	Activity Center	Cool Today no.2232124845	Cool Today Plumbing Today		100.00			100.00
Riverwood Community Development District			Enegry Today Dan's Fan City	Ceiling Fan Repairs	1,689.89	-	-	1,689.89
	Activity Center	Dan's Fan City no. H03101086	American Wireless Alarm,			-	-	
Riverwood Community Development District	Activity Center	American Wireless no.28268	Inc.	CCTV Repairs	2,969.95	-	-	2,969.95
Riverwood Community Development District Riverwood Community Development District	Activity Center	Drywall Estimate no. 7041 Home Depot Receipt	HM Drywall & Stucco Inc. Home Depot	Ceiling Tile Installation Acoustic Trim	1,800.00 94.72	-	-	1,800.00
Riverwood Community Development District Riverwood Community Development District	Activity Center Activity Center	Home Depot Receipt	Home Depot	Vinyl Soffit Materials	1,380.00	-	-	1,380.00
Riverwood Community Development District	Activity Center	Kanopi No. 1713415603	Kanopi	Ceiling Tile Material	5,094.30	-	-	5,094.30
Riverwood Community Development District	Activity Center	Kimal no. 2121465	Kimal Lumber	Lumber	375.54	-	-	375.54
Riverwood Community Development District	Activity Center	Miller Flooring Proposal	Miller Flooring	Carpet Installation	8,750.00	-	-	8,750.00
Riverwood Community Development District Riverwood Community Development District	Activity Center Activity Center	Milliken no. 14427298	Milliken & Company Moran Painting	Carpet Material Interior Trim and Door Paint	15,316.11 2.500.00	-	-	15,316.11 2.500.00
Riverwood Community Development District Riverwood Community Development District	Activity Center Activity Center	Moran Painting Proposal Moran Painting Proposal	Moran Painting Moran Painting	Interior Trim and Door Paint Interior Wall Paint	6,000.00	-		6,000.00
Riverwood Community Development District	Activity Center	Amazon Order	Amazon	Gutter Brackets	48.29	-	-	48.29
Riverwood Community Development District	Activity Center	CED Quote no. 1048278	CED	LED Exit Sign	352.78	-	-	352.78
Riverwood Community Development District	Activity Center	Signal no. 32-2202-11916-1	Signal Restoration	Water Mitigation Services	79,400.69	(79,400.69)	-	-
Riverwood Community Development District	Activity Center	Unlimited Pro Invoice	Unlimited Pro Services	Siding Repairs	3,500.00	-	-	3,500.00
Riverwood Community Development District	Activity Center	USRoofing Systems no.2202-11-	USRoofing Systems	Temporary Roof Repairs	23,705.49	(23,705.49)	-	-
Riverwood Community Development District	Activity Center	0160 Pro Audio no. 21400	USRooting Systems Pro Audio	Audio System Repairs	937.50			937.50
Riverwood Community Development District	Activity Center	Shenk no. 66613	Shenk	Gutter and Downspout Repairs	14.910.00	(4,140.00)	-	10,770.00
Tive wood community bevelopment bistine	receive center	31C1K 110. 00013		datter and bownspour repairs	299,927.44	(107,246.18)	(55,000.00)	137,681.26
Discourant Community Development District	Pool Cabana	Dec Cook Enteriors Estimate	ProCraft Exteriors	Pool Cabana - Remove and Replace	72.000.00		(19 379 00)	52 622 00
Riverwood Community Development District		Pro Craft Exteriors Estimate	Mid Atlatic Property		,	-	(18,378.00)	53,622.00
Riverwood Community Development District	Pool Cabana	Mid Atlantic Quote	Services	Pool Cabana - Demolish and Remove	2,450.00	-	(2,450.00)	-
Riverwood Community Development District	Pool Cabana	Florida Building Proposal	Florida Building Designs	Pool Caban - Engineering Plans	850.00	-	(850.00)	-
					75,300.00	-	(21,678.00)	53,622.00
Riverwood Community Development District	Tennis Court (6 @ 37,000 each)	Welch Tennis Courts no. 5708	Welch Tennis Courts, Inc.	Tennis Court Resurfacing	96,600.00		(11,100.00)	85,500.00
· · · · · · · · · · · · · · · · · · ·			,				(==/=====)	
Discoursed Community Development District	Tennis Court Fence	118 V Fanna no. 96310	H&Y Fence	Tonnio Count & Forma Bonnio	6.470.10		(2.249.65)	2 224 45
Riverwood Community Development District Riverwood Community Development District	Tennis Court Fence	H&Y Fence no. 86319 H&Y Fence no. 86321	H&Y Fence	Tennis Court 6: Fence Repair Tennis Court 4 & 5: Fence Repair	4,438.23		(3,248.65)	3,221.45 4,438.23
Riverwood Community Development District	Tennis Court Fence	H&Y Fence no. 86323	H&Y Fence	Tennis Court 3: Fence Repair	2,942.63	-	-	2,942.63
Riverwood Community Development District	Tennis Court Fence	H&Y Fence no. 86324	H&Y Fence	Tennis Court 2: Fence Repair	4,211.67			4,211.67
Riverwood Community Development District	Tennis Court Fence	H&Y Fence no. 86325	H&Y Fence	Tennis Court 1: Fence Repair	425.24	-	-	425.24
					18,487.87		(3,248.65)	15,239.22
Riverwood Community Development District	Beach Structure (Pavilion)	Dan's Fan City no. h03101118	Dan's Fan City	Fan Repairs	544.95	_	(544.95)	
, , , , , , , , , , , , , , , , , , , ,	,						1,,	
Riverwood Community Development District	Beach Club Entry Gates	Archer Gate no.1506879	Archer Gate of South West	Gate Operator Repairs	8,800.00	_	(500.00)	8,300.00
			Florida					
Riverwood Community Development District	Beach Club Entry Gates	Osbornes Welding Receipt	Osbornes Mobile Welding	Gate Repairs	400.00	-	-	400.00
					9,200.00	-	(500.00)	8,700.00
Riverwood Community Development District	Fencing - Not Listed on Property Schedule	All American Proposal	All American Industries	Fence Repairs	77,712.00	(77,712.00)	-	-
Riverwood Community Development District	Inland Marine - Street Lights	FLM no. 9229		Street Light Repairs	9,520.05		(3,550.00)	5,970.05
Riverwood Community Development District	Inland Marine - Street Lights	FLM Go quote no. 4447	FLM Go	Street Light Repairs	5,897.50	(1,965.83)	(3,330.00)	3,931.67
,					15,417.55	(1,965.83)	(3,550.00)	9,901.72
Riverwood Community Development District	Shade Covers - Not Listed on Property Schedule	Trinity Installation no.1217	Trinity Installations &	Shade Structure	3,575.00	(3,575.00)	_	
, , , , , , , , , , , , , , , , , , , ,			Repairs			.,,		
		Cut- de la colonia de Contra	Cultural Landau de Company					
Riverwood Community Development District	Landscaping	Catherine's Landscape & Garden Center no. 2293Rb	Catherine's Landscape & Garden Center	Tree Replacement	4,112.00	-	(4,112.00)	-
					\$ 600,876.81	\$ (190,499.01)	\$ (99,733.60) \$	310,644.20
					- 000,070.01	+ (150,455.01)	+ (33,733.00)	
				Less Adance Payment:			_5	(200,000.00)
				Total Amount:				110,644.20

Eighth Order of Business

RIVERWOOD CDD

December Monthly Client Report

January 16, 2024



Florida Utility Solutions, Inc

Summary

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

Items Requiring Approval

We would ask your consideration and approval of the following:

Request	Impact	Est. Cost

Operations

Compliance

All Wastewater Plant requirements were met.

All Water distribution requirements were met.

• Reuse Pump Station Status:

Reuse pump system has worked as intended.

• Performance metrics:

Wastewater Treatment Plant

• 4.337 million gals of wastewater received in December

Water Treatment

- 3.697 million gals of water metered at Riseley Ave between 11/27/23-12/22/23
- 4.324 million gals of water billed from CCU between 11/27/23-12/22/23
- 812 thousand gals of water metered at Proude St. between 11/27/23-12/22/23
- 625 thousand gals of water billed from CCU between 11/27/23-12/22/23

Reuse

- Received from Charlotte County Utilities- 20,415.364 gals of reuse
 *We have contacted CCU for a meter evaluation for under reading
- 3.794 million gals of reuse produced by Riverwood discharged into the pond

Performance Metrics	Current Month December	Prior Month November
Wastewater treated	4,337,000	4,415,000
Sludge produced and disposed	48,000	48,000
Reclaimed Water Produced (irrigation)	22,770,000	23,205,000
Number of line breaks	0	0
Hydrants flushed	21	21
Valves Exercised	12	12
Meters Read	1,134	1,134
Consumables	Current Month	Prior Month
Chlorine Usage - WWTP	3,689	4,004
Chlorine Usage – Irrigation	793	520

Maintenance and Repair

Preventive Maintenance

- Inspected all pump stations weekly
- Flushed water at sample locations
- Odor control weekly checks performed
- Plant generator inspections completed
- Greased all pumps and motors
- Re-installed cover on surge tank and started odor system
- New blower motors and controls have arrived
- Repaired several water and irrigation main line breaks

Water Meters -

- Meters raised 0
- Meters to be raised 0
- Zero Usage Total- NA

Health & Safety

- Zero LTIs and OSHA recordable incidents occurred during the month
- Safety training includes daily tailgate talks concerning daily events –confined
 space, lightning safety, seatbelts, housekeeping, and other safety related concerns

Personnel

- Mitch Gilbert Florida Utility Solutions Manager
- Taran Brown Jr., Marcos Benavidez & Burke Young certified operators
- Florida Utility Solutions rotates service technician weekly at Riverwood
- Alana Faircloth & Maribeth Richards compliance and clerical/administrative
- Matt Gillispie-Utility Manager

Community Involvement

- Visitors to the project/client
 - o Mitch Gilbert weekly

Hydroguard Flushing Update

Location	# times Flushed	Gallons Flushed	Gallons Flushed
		December	November
S. Silver Lakes CT	11	102,000	163,700
N. Silver Lake CT	11	174,400	278,700
Club Drive	11	100,900	163,500
Scrub Jay CT.	11	66,500	105,900
Creekside Lane	11	196,300	364,300
North Marsh Dr.	11	248,250	390,800
Mill Creek	11	149,900	231,200
Preserve Ct.	11	167,600	265,000
Total Flushed		1,205,850	1,963,100

Golf	Course Meter	Gallons	CL2	S.Silver Lakes CT	Gallons	s CL2	2 N.Silver Lake CT	Gallons	CL2	Club Drive	Gallons	CL2	Scrub Jay CT.	Gallons	CL2	Creekside Lane	Gallons	CL2	North Marsh Dr.	Gallons	CL2	Mill Creek	Gallons	CL2	Presrve Ct.	Gallons	; C
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	CCLI Drinking Maton										
DAYS	CCU Drinking Water Meter #0011845095						December 1, 2023				
	Meter Reading	Flow Mgd	Meter Reading High	Flow Mdg	Meter Reading Low	Flow Mgd	Remote Cl2	Riseley Cl2	Proude Cl2	Riseley PSI	Proude PSI
	Riseley Ave.		Proude St.				Proude St.				
1	50481330	0.000	18583620	0.000	7330565	0.000	2.9	5	3.8	59	70
2		0.000		0.000		0.000					
3		0.000		0.000		0.000					
4	50924670	0.177	18631440	0.045	7377614	0.020	2.1	5	3.7	56	68
5	51101693	0.133	18676926	0.049	7397422	0.029	3.1	6	3.98	50	53
6	51234592	0.188	18725598	0.000	7426608	0.000	3	5	3.8	50	70
7	51422437	0.179	18725598	0.017	7426608	0.024	3	5	3.8	50	69
8	51601243	0.000	18742391	0.000	7450132	0.000	2.3	5	3.6	51	69
9		0.000		0.000		0.000					
10		0.000		0.000		0.000					
11	52029377	0.171	18772569	0.047	7476761	0.010	2	4	3.5	58	70
12	52200633	0.265	18819338	0.035	7486921	0.010	2	4	3.9	59	70
13	52465431	0.047	18854651	0.017	7497331	0.009	1.7	4	4	59	70
14	52512251	0.106	18871763	0.001	7506719	0.013	2.7	5	3.7	59	70
15	52618048	0.141	18872950	0.044	7519504	0.008	1.7	5	3.6	50	70
16	52759381	0.275	18916969	0.000	7527107	0.006	3.6	4.8	3.4	50	71
17	53034301	0.000	18916969	0.002	7533306	0.006	2.2	4	3.8	57	72
18	53034301	0.342	18919437	0.012	7538861	0.010	3	4	4	60	70
19	53375960	0.063	18931089	0.029	7548923	0.005	4	5	4	51	74
20	53439320	0.046	18959862	0.007	7554314	0.007	2.4	4	4	50	71
21	53485287	0.085	18966779	0.047	7561333	0.007	3	4.3	4	53	72
22	53570137	0.000	19013284	0.000	7568609	0.000	2.3	7	3.5	60	72
23		0.000		0.000		0.000					
24		0.000		0.000		0.000					
25	53989256	0.048	19065187	0.033	7589601	0.015	3	4	4	60	70
26	54036927	0.253	19098351	0.013	7604352	0.002	3	5.6	3.4	55	70
27	54289851	0.180	19111556	0.047	7606277	0.003	2.7	5	3.8	59	68
28	54469838	0.113	19158431	0.005	7609219	0.010	1.9	6	4	57	69
29	54582645	0.000	19163844	0.000	7618801	0.000	2	5	3.2	58	73
30		0.000		0.000		0.000					
31		0.000		0.000		0.000					
	AVERAGE	0.091		0.015		0.006	2.6	4.9	3.8	55.3	69.6
	TOTAL FLOW	2.811		0.450		0.194	Total Flow	3.455			
	MAX	0.342		0.049		0.029	4	7		60	