

**MINUTES OF MEETING
RIVERWALK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverwalk Community Development District was held Wednesday, **July 19, 2023** at 3:30 p.m. at 6200 Lee Vista Boulevard, Suite 300, Orlando, Florida.

Present and constituting a quorum:

Eric Baker
Mary Burns
Val Lescano

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

George Flint
Ryan Dugan *by phone*
John Townsend *by phone*

District Manager, GMS
District Counsel
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum.

Mr. Flint asked for a motion to approve adding a Deficit Funding Agreement and a Direct Collection Agreement to the agenda as items 10 and 11.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Adding the Deficit Funding Agreement and Direct Collection Agreements to the Agenda, was approved.
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SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

July 19, 2023

Riverwalk CDD

THIRD ORDER OF BUSINESS

**Approval of Minutes of the April 19, 2023
Board of Supervisors Meeting**

Mr. Flint presented the minutes from the April 19, 2023 meeting and asked the Board for any comments or corrections.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, the Minutes from April 19, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Administration of Oath of Office to Newly Elected Board Member

Mr. Flint noted that he would need to swear in Mr. Justin Grauer at the next meeting.

FIFTH ORDER OF BUSINESS

Public Hearing

Mr. Flint asked for a motion to open the public hearing.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Opening the Public Hearing, was approved.

A. Consideration of Resolution 2023-14 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations

Mr. Flint presented Resolution 2023-14, noting that the Board had previously approved a proposed budget and they had set the current day as the public hearing date. He noted that the proposed budget was in the agenda package as Exhibit A to the resolution. He noted that it included administrative expenses and field expenses, they were also proposing to assess 375 units. He added that the units with plats that were recorded would be on-roll and the remaining units would be direct billed. He also added that there was a developer contribution for the balance of \$107,133.

Mr. Flint noted that there were no members of the public present and asked the Board for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Resolution 2023-14 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

July 19, 2023

Riverwalk CDD

B. Consideration of Resolution 2023-15 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint presented the resolution, noting that there were two exhibits attached with the approved budget and the assessment roll. He noted that the assessment roll totaled 375 units.

Mr. Flint noted that there were no members of the public present and asked the Board for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Resolution 2023-15 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint asked for a motion to close the public hearing.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-16
Appointing an Assistant Treasurer**

Mr. Flint presented the resolution, noting that they were asking all of the Boards that GMS managed to appoint Darrin Mossing Sr. as an Assistant Treasurer to allow him to be a signer on the bank accounts, noting that he was the President of GMS.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Resolution 2023-16 Appointing an Assistant Treasurer, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-17 Re-
Designating Bank Account Signatories**

Mr. Flint presented the resolution, noting that it redesignated the signers on the District's bank account. He noted that they previously had specific names listed but that it was now modified to reference the offices, which were Treasurer, Assistant Treasurer, and Secretary to be able to be signers on the account. He asked for a motion to approve.

July 19, 2023

Riverwalk CDD

On MOTION by Mr. Baker, seconded by Ms. Lescano, with all in favor, Resolution 2023-17 Re-Designating Bank Account Signatories, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Non-Ad Valorem Assessment Administration Agreement with Orange County Property Appraiser

Mr. Flint presented the agreement, noting that in order to use the tax bill as the collection method for assessments, statutes required that they enter into an agreement with the property appraiser and tax collector. He asked for a motion to ratify.

On MOTION by Ms. Lescano, seconded by Mr. Baker, with all in favor, the Non-Ad Valorem Assessment Administration Agreement with Orange County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Consideration of Acquisition Agreement

Mr. Flint noted that he had handed out a revised version of the agreement and asked Mr. Dugan to present the agreement.

Mr. Dugan presented the agreement, noting that it would accomplish the District’s acquisition of the infrastructure and permits that were included in the District’s capital improvement program. He also noted that the agreement laid out the process of how the District was going to acquire it from the developer and laid out the needed documentation.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, the Acquisition Agreement, was approved.

TENTH ORDER OF BUSINESS

Consideration of Direct Collection Agreement – ADDED

Mr. Dugan presented the agreement, noting that there would be certain costs that would be collected off the assessment roll. He added that the agreement laid out the process and provisions required, and asked if there were any questions.

Hearing no comments, Mr. Flint asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Lescano, with all in favor, the Direct Collection Agreement, was approved.

July 19, 2023

Riverwalk CDD

ELEVENTH ORDER OF BUSINESS**Consideration of Fiscal Year 2024 Deficit Funding Agreement – ADDED**

Mr. Dugan presented the agreement, noting that it reflected the fact that the District had set the budget at a certain dollar amount. He added that in the event that expenses come in were more than that dollar amount, the developer would commit to pay for the expenses over the budgeted amount. He asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Lescano, with all in favor, the Fiscal Year 2024 Deficit Funding Agreement, was approved.

TWELFTH ORDER OF BUSINESS**Consideration of Acquisition of Water and Sewer Infrastructure Improvements**

- A. Riverwalk Phase 1A**
- B. Econ Segment E2 Phase 1**
- C. Econ Segment E2 Phase 2A**

Mr. Dugan presented the acquisition agreement, noting that the agenda packet included documentation related to the Acquisition of Water and Sewer Infrastructure Improvements. He added that they were described in the Engineer's Report that was developed for the District. He also noted that they were the to-date improvements that were complete and ready for the District to acquire. He also added that the acquisition was specifically for Riverwalk Phase 1A. He stated that all documentation had been reviewed and that the total acquisition for the improvements was \$4,237,057.48. He asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Lescano, with all in favor, Acquisition of Water and Sewer Infrastructure Improvements, was approved.

THIRTEENTH ORDER OF BUSINESS**Consideration of Bill of Sale for Water and Sewer Improvements**

Mr. Dugan presented the Bill of Sale, noting that it was related to the previous water and sewer acquisition. He added the ultimate maintenance entity for the improvements would be Orange County, therefore the District needed to transfer the improvements to them within the provided bill of sale. He asked for a motion to approve.

July 19, 2023

Riverwalk CDD

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Bill of Sale for Water and Sewer Improvements, was approved.

FOURTEENTH ORDER OF BUSINESS **Consideration of Stormwater Pond Acquisition**

Mr. Dugan presented the Stormwater Pond Acquisition, noting that the District was considering acquiring that pond located outside the boundaries of the District but that it did support the properties of the District. He added that the current owners of the pond were conveying it to the District at no cost. He also noted that he worked with John Townsend to find three properties that were benefitting from the pond regarding the stormwater retention. He asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Stormwater Pond Acquisition, was approved.

FIFTEENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Dugan stated that he had nothing further to report but was happy to answer any questions.

B. Engineer

Mr. Townsend stated that he had nothing to report.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint presented the check register for the general fund from May 8th through July 5th totaling \$15,753.40, adding that the detail was behind the summary. He asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, the Check Register, was approved.

July 19, 2023

Riverwalk CDD

ii. Balance Sheet and Income Statement

Mr. Flint provided an update on unaudited financials through the end of May. He offered to answer any questions that the Board had.

iii. Ratification of Funding Requests 11-12

Mr. Flint stated that the funding requests were transmitted to the developer under the funding agreement. He added that Requisition #11 was for District Counsel expenses and that #13 was for District Engineer and District Manager. He asked for a motion to ratify.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Funding Requests 11-12, were ratified.

iv. Approval of Fiscal Year 2024 Meeting Dates

Mr. Flint stated that a notice had been prepared that followed the same meeting location 1t 3:30 pm on the dates indicated in the notice. He asked for a motion to approve.

On MOTION by Mr. Baker, seconded by Ms. Lescano, with all in favor, Fiscal Year 2024 Meeting Dates, was approved.

v. Presentation of Number of Registered Voters: 0

Mr. Flint provided the number of registered voters was at 0.

SIXTEENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

SEVENTEENTH ORDER OF BUSINESS Supervisor's Requests

There being no comments, the next item followed.

EIGHTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Baker, seconded by Ms. Burns with all in favor, the meeting was adjourned.

July 19, 2023

Riverwalk CDD

DocuSigned by:
George Flint
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Secretary/Assistant Secretary

DocuSigned by:
Chris Wrenn
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Chairman/Vice Chairman