

**MINUTES OF MEETING
RIVERWALK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverwalk Community Development District was held Wednesday, **November 15, 2023** at 3:30 p.m. at 6200 Lee Vista Boulevard, Suite 300, Orlando, Florida.

Present and constituting a quorum:

Chris Wrenn
Mary Burns
Justin Grauer

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

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

District Manager, GMS
Field Manager
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 swore in Mr. Grauer and recited the oath of office.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

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

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

November 15, 2023

Riverwalk CDD

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

FOURTH ORDER OF BUSINESS

Consideration of Pond Maintenance Proposals

- A. Applied Aquatics**
- B. Solitude**
- C. Aquatic Weed Management**

Mr. Flint stated that they had solicited proposals for pond maintenance. Mr. Wright reviewed the summary of three proposers. Mr. Flint recommended approving the Aquatic Weed Management which was the lowest priced proposer. Mr. Flint noted that they have worked with Aquatic Weed Management at other Districts and they perform well.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Aquatic Weed Management Pond Maintenance Proposal, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Fountain Maintenance Proposals

- A. Solitude**
- B. Cascade**

Mr. Flint reviewed the two proposals received for fountain maintenance and recommended the Board approve the Cascade proposal.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Fountain Maintenance Proposal from Cascade, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Proposals

Mr. Flint noted that they were still working on this item. Exclusive will be maintaining a lot of the other landscaping, so they reached out to them for a proposal. This item will be brought back to a future meeting.

November 15, 2023

Riverwalk CDD

SEVENTH ORDER OF BUSINESS

Consideration of Monument Fountain Maintenance Proposals

A. 5 Star Pools

Mr. Flint presented the 5 Star Pools proposal. The Board noted that the pool would not be ready for maintenance for a long time. Ms. Burns stated that this would be for the HOA monuments. Mr. Flint suggested approving a NTE \$700 per month based on the 5 Star proposal.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Monument Fountain Maintenance Proposal from 5 Star Pools Not To Exceed \$700, 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 Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Non-Ad Valorem Assessment Administration Agreement with Orange County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Discussion of Stormwater Pond 10B

A. Consideration of Drainage Easement Agreement Between the District and Crown Lakes, LLC and Crown Lakes Tract 14, LLC

Mr. Dugan reviewed the Drainage Easement Agreement for the Board. He noted that at a prior meeting the Board had approved acquiring an additional stormwater pond that is located outside the District. Essentially it supports some stormwater flow from the District property. The intent is that the District will maintain that pond, but because of a couple properties owned by private parties, they want to enter into a cost sharing agreement with those private parties.

Mr. Dugan noted that the Drainage Easement Agreement outlines the maintenance responsibilities of the District and also provides for an easement to allow the private properties' stormwater to flow to the pond. In the unlikely event that the District is not maintaining the ponds, the private properties have their rights to deal with it and step in and do maintenance or repairs.

November 15, 2023

Riverwalk CDD

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Drainage Easement Agreement Between the District and Crown Lakes, LLC and Crown Lakes Tract 14, LLC, was approved in substantially final form.

B. Consideration of Cost Share Agreement for Stormwater Maintenance Between the District and Crown Lakes LLC and Crown Lakes Tract 14, LLC

Mr. Dugan reviewed the Cost Share Agreement with the Board. He noted that they are still in the process of working with the private property owners on the final terms of the agreement. He suggested approved the agreement in substantially final form.

On MOTION by Mr. Wrenn, seconded by Ms. Burns, with all in favor, the Cost Share Agreement for Stormwater Maintenance Between the District and Crown Lakes LLC and Crown Lakes Tract 14, LLC, was approved in substantially final form.

TENTH 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 gave a brief update on the last month. Mr. Dugan would touch base offline with Mr. Townsend to make sure that the proper documentation was moving for the utility improvements.

C. District Manager’s Report

i. Approval of Check Register

Mr. Flint presented the check register for the general fund from August 1st through October 26th totaling \$33,320.61 adding that the detail was behind the summary. He asked for a motion to approve.

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

November 15, 2023

Riverwalk CDD

ii. Balance Sheet and Income Statement

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

D. Field Manager’s Report

Mr. Wright reviewed the Field Manager’s report for the Board which was contained in the agenda package.

ELEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
George Flint
B61B5DF431644AD
Secretary/Assistant Secretary

DocuSigned by:
Chris Wrenn
74FBE3FB4C834D3...
Chairman/Vice Chairman