

MINUTES OF MEETING
RIVERWALK
COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of the Riverwalk Community Development District was held Wednesday, May 15, 2024 at 3:30 p.m. at 219 E Livingston St, Orlando, Florida.

Present and constituting a quorum were:

Chris Wrenn	Chairman
Eric Baker	Vice Chairman
Mary Burns	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan	District Counsel
John Townsend	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

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

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 May 1, 2024
Board of Supervisors Meeting**

Mr. Flint presented the minutes from the May 1, 2024 meeting and asked the Board for any comments, corrections, or questions. The Board had no changes to the minutes.

On MOTION by Mr. Baker, seconded by Mr. Wrenn, with all in favor, the Minutes of the May 1, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Approving a Proposed Fiscal Year 2025
Budget**

May 15, 2024

Riverwalk CDD

Mr. Flint stated the Board each year has to adopt a proposed budget and set the public hearing for its final consideration. We are recommending the August 21st meeting at 3:30 in this location for the hearing. Attached to the resolution as exhibit A is the proposed budget. It is not binding on the Board and is just the initial draft of the budget. If there is any contemplation that the assessments would increase, we would need to know that in advance of the public hearing to do the mailed notice. The current draft of the budget does not contemplate any adjustment to the per unit amount. There is a developer contribution included. There are only 375 units reflected as being assessed. If we think additional phases are coming on that we need to assess, we need to make that adjustment. There are expenses that are estimated and if they come on there may need to be some developer contribution to offset the revenue generated from the assessments if it is not adequate to cover the full amount.

On MOTION by Mr. Baker, seconded by Ms. Burns, with all in favor, Resolution 2024-03 Approving a Proposed Fiscal Year 2025 Budget and Setting a Public Hearing for August 21, 2024 at 3:30 pm at the Offices of GMS-CF, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Disclosure of Public Finance

Mr. Flint noted the Board recently issued bonds and there are some disclosure requirements associated that the CDD has to follow. The Disclosure of Public Finance is a document that is prepared and recorded in the public records at the county. Anytime anyone buys property within the District, this disclosure would come up and describes what a CDD is and what the bonds were issued to fund.

On MOTION by Mr. Baker, seconded by Mr. Wrenn, with all in favor, the Disclosure of Public Finance, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Dugan had nothing further to report.

B. Engineer

Mr. Townsend had nothing for the Board.

C. District Manager’s Report

May 15, 2024

Riverwalk CDD

i. Approval of Check Register

Mr. Flint presented the check register for approval from March 1st through April 30th for \$20,791.60 and the detail is behind the summary. If there are any questions, we can discuss and if not is there a motion to approve?

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

ii. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials through March 31st. He asked for any questions. Hearing none. They are 100% collected on the on-roll assessments and direct bills are up to date in payment and expenses are under the prorated.

iii. Ratification of Updated Meeting Location

Mr. Flint stated the Board decided to change their meeting location to our office here versus their accounting office on Lee Vista. This is documenting that to get the legal notice advertised.

On MOTION by Mr. Wrenn, seconded by Mr. Baker, with all in favor, Change in Meeting Location, was approved.

iv. Designation of November 5, 2024 as Landowners' Meeting Date

Mr. Flint stated the landowner meeting has to be on the First Tuesday in November which is November 5th. There will be three seats up for election. It would be a landowner's seat which is based on one vote per acre or part of an acre. A copy of the ballot is in the agenda.

On MOTION by Mr. Wrenn, seconded by Mr. Baker, with all in favor, the Designation of November 5, 2024 as Landowner's Meeting Date, was approved.

SEVENTH ORDER OF BUSINESS

Field Manager's Report

Mr. Wright presented the Field Manager's Report. A couple of items that need to be addressed early on include palm tree pruning and dead trees and sod areas that need to be addressed. He received updated pricing from Cascade Fountains to amend current contract to include all 12 pond fountains.

A. Presentation of Landscape Maintenance RFP Scope of Work and Map

May 15, 2024

Riverwalk CDD

Mr. Wright stated this is a general scope that they try to build out to accommodate for any possible condition. On page 74 of the agenda is a highlighted map of what they are currently going to be maintaining. The orange area had a discussion over ownership and has been clarified as CDD property.

B. Consideration of Landscape Maintenance Proposal from Exclusive Landscaping

Mr. Wright presented the proposal from Exclusive Landscaping for \$96,576.96 for the year. Mr. Baker suggested checking to see if Exclusive Landscaping can include the palm trimming and maybe push back on them. On the mulch it includes a price per yard but doesn't include a cost. Mr. Wright noted they can put in a condition that they amend the price to that.

On MOTION by Mr. Baker, seconded by Mr. Wrenn, with all in favor, the Landscape Maintenance Proposal from Exclusive Landscaping, was approved.

C. Consideration of Amended Fountain Maintenance Contract from Cascade

Mr. Wright stated the CDD has gone from 6 to 12 fountains so the contract needs to be changed. They are going up to \$930 per quarterly cleaning. Repair costs are separate from quarterly maintenance. Aquatic Weed Maintenance is doing the pond maintenance right now.

On MOTION by Mr. Wrenn, seconded by Mr. Baker, with all in favor, the Amended Fountain Maintenance Contract from Cascade, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Dugan noted they will get together and prepare a landscaping contract with Exclusive and do an amendment to the pond maintenance contract. He asked on the landscaping contract at \$96,000, if that is the price just for what is going to be maintained and not full buildout pricing. Mr. Baker noted that is just what is in Phases 1A and C.

NINTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

May 15, 2024

Riverwalk CDD

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

DocuSigned by:
George Flint
B61B5DF431644AD...
Secretary/Assistant Secretary

Signed by:
Chris Wrenn
71E9E3FB4C834D3...
Chairman/Vice Chairman