

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 20, 2024, at 3:30 p.m. at 219 E Livingston St, Orlando, Florida.

Present and constituting a quorum were:

Chris Wrenn	Chairman
Justin Grauer	Assistant Secretary
Val Lescano	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan <i>by phone</i>	District Counsel
John Townsend	District Engineer
Jarett Wright	Field Manager

**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**

**Organizational Matters**

**A. Administration of Oath of Office to Newly Elected Board Members**

Mr. Flint stated there was a landowner election on November 5, 2024. Ms. Mary Burns, Mr. Justin Grauer, and Ms. Val Lescano were re-elected to the Board. Mr. Flint noted that he administered the oath of office to Mr. Grauer and Ms. Lescano before the meeting.

**B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election**

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Mr. Flint stated that the Board sits as the canvassing Board to certify the results of the landowner election. Ms. Mary Burns received 400 votes, Mr. Justin Grauer received 400 votes, and Ms. Val Lescano received 399 votes. Ms. Burns and Mr. Grauer will serve four-year terms, and Ms. Lescano will serve two-year terms.

On MOTION by Mr. Wrenn, seconded by Mr. Grauer with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election, was approved.

### **C. Election of Officers**

Mr. Flint stated that each time there are elections, the statutes require the election of officers.

### **D. Consideration of Resolution 2025-02 Electing Officers**

Mr. Flint stated that Mr. Wrenn is the Chairman, Mr. Baker is the Vice Chairman, and the other three Board Members are Assistant Secretaries. Mr. Flint stated that he was the Secretary, Ms. Burns was the Treasurer, and Ms. Costa was the Assistant Treasurer.

Mr. Flint noted they could take each office individually, or if the Board wants, they can make a motion to elect a slate of officers, which could be done in one motion. Mr. Flint added they could make a motion to keep the same officers. There was a motion to keep the same officers.

On MOTION by Mr. Wrenn, seconded by Mr. Grauer, with all in favor, Resolution 2025-02, Electing Officers as slated above, was approved.

## **FOURTH ORDER OF BUSINESS**

### **Approval of Minutes of the August 21, 2024 Board of Supervisors Meeting and Acceptance of Minutes of the November 5, 2024 Landowners' Meeting**

Mr. Flint presented the minutes from the August 21, 2024, Board of Supervisors meeting and accepted the minutes of the November 5, 2024, landowner's meeting. Mr. Flint asked the Board for any comments, corrections, or questions. The Board had no changes to the minutes.

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On MOTION by Mr. Wrenn, seconded by Ms. Lescano, with all in favor, the Minutes of the August 21, 2024, Board of Supervisors Meeting and the Minutes of the November 5, 2024, Landowners' Meeting were approved.

**FIFTH ORDER OF BUSINESS****Consideration of Amendment to Pond Maintenance Contract**

Mr. Wright stated they have two proposals. The first for Pond 5-A, the first pond coming into the community. This will be part of the cost share agreements, which will cost \$200.00 monthly for \$2,400.00 a year. Mr. Wright stated it would be under cost share.

Mr. Wright stated the second proposal would be for Ponds 57-A through D and the first half of Pond S-12. He added \$950.00 a month for \$11,400.00 for the year. The total for the new contract, with everything included from the previous contract, would be \$23,100.00.

A Board member noted that the original contract given to the owner was \$150.00.

Mr. Flint stated that they were locked into that amount the first year. After that, it could be adjusted going forward, and they would adapt it into the new year. H

Mr. Dugan stated that they had sent over their cost share request to the landowner using the \$150.00 per month estimate that was negotiated for the first year. He added the amount they would base the cost share on for the District. He said that they're responsible for the difference. Mr. Dugan stated that they let the landowner know this was just a first-year estimate and that the future year may change or increase. He noted that he would be happy to answer any questions.

On MOTION by Mr. Wrenn, seconded by Ms. Lescano, with all in favor, the Amendment to the Pond Maintenance Contract, was approved.

**SIXTH ORDER OF BUSINESS****Ratification of Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2024**

Mr. Flint stated that they had previously bid out auditing services for Fiscal Year 2024 and had selected Grau & Associates. The engagement letter for Fiscal Year 2024 ended on September 30, 2024. He noted that not to hold up the start of the audit he executed a request that a fee be included in it consistent with the bid. He added that the amount was \$4,400 and should not exceed that. He asked for the Board to ratify his action.

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On MOTION by Mr. Wrenn, seconded by Mr. Grauer, with all in favor, the Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2024, was ratified.

## **SEVENTH ORDER OF BUSINESS**

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

Mr. Flint stated that the District used the tax bill for its debt assessment collections. He added that the District must have an agreement with the property appraiser to use the tax bill. He noted that the fees don't have to be negotiated as an agreement and they are standard and have been reviewed by Counsel.

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

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Dugan had nothing further to report. He stated they had been working with the District Engineer on potential future acquisitions. He indicated they have a few coming online but will process them according to the acquisition agreement. Once completed, he will bring it to the Board. He noted that he would be happy to answer any questions.

A Board member noted that he had updates for the team. He said they were able to finalize the reimbursement of some fees. He stated they had \$5 million last week on a project and had a community meeting to discuss the Community Park. He said the results were very positive and exciting. He noted that the city would own and maintain the park.

#### **B. Engineer**

Mr. Townsend presented the Engineer's Report. Mr. Townsend stated they were about to have Phase Two completed. He mentioned transferring them to the CDD and that he would have documents for the updated Phase 1A and 1C costs. He noted that the roads and stormwater for Phase Two will be next year.

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**C. District Manager's Report****i. Approval of Check Register**

Mr. Flint presented the check register for the General Fund, checks 112 through 120 for \$42,363.10. He offered to answer any questions on the check register.

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

**ii. Balance Sheet and Income Statement**

Mr. Flint presented the unaudited financials through September 30, 2024. He stated no action was required and then asked if there were any questions. Mr. Flint added that they had zeroed out the Capital Project Fund. He noted \$3,000.00, which was interest earnings. He then asked if there were any questions.

**D. Field Manager's Report****i. Contract Approval for Landscape Maintenance with Exclusive Landscaping**

Mr. Wright stated that the monument fountain pump had been damaged. There was a warranty replacement. He noted they checked all the landscaping lighting. He added they were having issues with the backlighting of the wording signs, some of which were not working.

Mr. Wright noted that he contacted the vendor to get them rewired. He said the winter annuals had been installed. Because of wind spray taking the chlorine into the beds around the fountains, none of the plants would probably survive. They are looking for a change-out. Maybe river rock, or artificial plants. Mr. Wright stated they are still having issues with the pond fountains. He noted the vendor would be there to address the problems. Mr. Wright said the fallen trees from the hurricane had been stood back up.

Mr. Flint stated that they have been trying to change some utility accounts to the CDD, but an authorization letter needs to be signed.

Mr. Wright stated they had previously brought a landscape contract in May seeking ratification, but the maps were incorrect. He said they went back and forth on different prices to agree finally. He said they would charge \$5,860.00 monthly and \$70,320 for the year, which is cheaper than their original proposal. Mr. Wright added that with the Econlock down to the

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roundabout, with the four major pawns, they would need to amend all the new property that the CDD will maintain.

Mr. Wrenn stated there will be the development of more property with more dedication to the CDD. He added that he was aware of Exclusive Landscaping, he wanted to point out seeing a drop off in the quality of care. He noted to be aware of what is best for the residents.

On MOTION by Ms. Lescano, seconded by Mr. Grauer, with all in favor, the Contract Approval for Landscape Maintenance with Exclusive Landscaping effective 3/1/2024, was approved.

**NINTH ORDER OF BUSINESS****Other Business**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS****Supervisor's Requests**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS****Adjournment**


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

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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman