

MINUTES OF MEETING
RIVERWALK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Riverwalk Community Development District was held on Wednesday, July 16, 2025, at 3:30 p.m. at 219 E Livingston St, Orlando, Florida.

Present and constituting a quorum were:

Mary Burns	Chair (<i>Resigned During Meeting</i>)
Jessa Anderson	Chair (<i>Appointed During Meeting</i>)
Justin Grauer	Assistant Secretary
Bernard Sullivan	Appointed as 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
Rob Szozda, Jr.	GMS
Keith Nelson	GMS

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.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public to provide comment.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 21, 2025, Meeting

Mr. Flint presented the minutes from the May 21, 2025, meeting and requested any comments, corrections, or changes from the Board. The Board had no changes to the minutes.

On MOTION by Ms. Burns, seconded by Mr. Grauer, with all in favor, the Minutes of the May 21, 2025 Meeting, were approved, as presented.
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July 16, 2025

Riverwalk CDD

FOURTH ORDER OF BUSINESS

Organizational Matters – Added

A. Acceptance of Resignation of Val DeMarco and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2026

Mr. Flint stated that he received a resignation from Val DeMarco and asked for a motion to accepting the resignation.

On MOTION by Ms. Burns, seconded by Ms. Anderson, with all in favor, Accepting the Resignation of Val DeMarco, was approved.

Mr. Flint asked for nominations to fill the Board vacancy with a term ending November 2026. Bernard Sullivan was nominated to fill the vacancy.

On MOTION by Ms. Burns, seconded by Mr. Grauer, with all in favor, the Appointment of Bernard Sullivan to Fulfill the Vacancy with a Term Ending November 2026, was approved.

B. Administration of Oath of Office to Newly Appointed Board Member

Mr. Flint administered the oath of office to Mr. Sullivan.

C. Election of Officers

Mr. Flint stated that Mary Burns would like to resign from the Board.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, Accepting the Resignation of Mary Burns, was approved.

Mr. Flint asked for nominations to fill the vacancy. Amy Steiger was nominated to fill the vacancy.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, the Appointment of Amy Steiger to Fulfill the Vacancy with a Term Ending November 2026, was approved.

Mr. Flint noted that Amy Steiger will be sworn in at the next Board meeting.

D. Consideration of Resolution 2025-09 Designating Officers

Board consensus was to appoint Ms. Anderson as Chair, Eric Baker as Vice Chair and Amy Steiger, Justin Grauer, and Bernard Sullivan as Assistant Secretaries. Mr. Flint will serve as

July 16, 2025

Riverwalk CDD

Secretary, Jill Burns as Treasurer, Katie Costa as Assistant Treasurer, and Darrin Mossing, Sr. will serve as Assistant Treasurer.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, Resolution 2025-09 Designating Officers as slated above, was approved.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit Report

Mr. Flint stated the District as a government entity is required to have an annual independent audit. He noted the Board selected Grau & Associates as their independent auditor. They completed the audit, and it is included in the agenda package for review. He pointed out that they did transmit it by June 30th. He explained that there are no current or prior year findings or recommendations, and they have complied with all the provisions of the auditor general that they are required to review. It is a clean audit.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, Accepting the Fiscal Year 2024 Audit Report, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Series 2025 Requisitions #3 - #4

Mr. Flint stated these requisitions are in the agenda package for review. They were signed by the Engineer and Mr. Flint, himself, and was transmitted to the trustee for payment. He noted these requisitions are on the agenda to be ratified to place them in the record. He explained that Requisition #3 is for legal expenses associated with processing requisitions and conveyances and Requisition #4 is engineering.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, the Series 2025 Requisitions #3 - #4, were ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-10 Recognizing Satisfaction of Contributions for the 2025 Assessments

Mr. Dugan presented Resolution 2025-10 stating this is related to their Series 2025 bonds that were issued. He explained that in connection with those bonds and the assessments that secure those bonds, the District’s methodology report identified a contribution requirement associated with the levels of the debt assessments that would repay those bonds. He further explained that

July 16, 2025

Riverwalk CDD

essentially the assessments are set at a target level, which means there was a gap between what the methodology report would call for and what the actual assessments were. He stated that amount is identified in the resolution as \$950,000. With that said, the developer doesn't have to come out of pocket for that. The District can also accept contributions. He pointed out that the developer has contributed public infrastructure that is part of the capital improvement plan and the value of that far exceeds what they were paid in bond proceeds. He noted with that leftover infrastructure value; the District wants to formally recognize that the contribution requirement is satisfied by the public infrastructure that was already contributed to the District.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, Resolution 2025-10 Recognizing Satisfaction of Contributions for the 2025 Assessments, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Easement Agreement with Everbe Master POA Related to Maintenance of Certain Hardscape Elements on CDD Property

Mr. Flint stated this was time sensitive and was executed in advance of the meeting. The Board was asked to ratify the execution of the easement. Mr. Townsend stated this was to show that the CDD is ok with the HOA maintaining their hardscape elements on CDD property.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, the Easement Agreement with Everbe Master POA Related to Maintenance of Certain Hardscape Elements on CDD Property, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer

Mr. Townsend stated he had nothing to report but was happy to answer any questions.

C. District Manager's Report

i. Approval of Check Register

July 16, 2025

Riverwalk CDD

Mr. Flint presented the check register from May 14th through June 30th for the general fund, which included checks #163 through #178, totaling \$39,200.78. He asked if there were any questions.

On MOTION by Ms. Anderson, seconded by Mr. Grauer, with all in favor, the Check Register, May 14th through June 30th, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financial statements through the end of May. He added that the Board required no action.

D. Field Manager’s Report

Mr. Wright introduced their new Field Manager to the Board and staff. He presented his Field Manager Report starting with the general maintenance. This portion of the report addressed dead plant material that was removed from the amenity planter pots and drainage holes were installed and new plant material is being installed, the fountain breakers are being reset on a weekly basis due to the recent storms causing the fountain breakers to continually trip, they are working with the installation vendor to troubleshoot the lights not displaying the correct colors on the Everbe sign, recommending installing 1-2” riprap in front of mitered end to ensure clear flow, 20 palm trees at the southern roundabout were injected to improve overall health, reviewing various tracts in Phase 2 to prepare for maintenance turnover, formal RFP for landscape maintenance is underway, and a pre-bid meeting was held on June 27, 2025, summer annuals were installed at the front entrance and other various areas in the District, and the overgrowth areas adjacent resident homes are currently being cut back to support ongoing maintenance. Mr. Wright concluded his Field Manager’s Report presentation.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

July 16, 2025

Riverwalk CDD

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

DocuSigned by:
George Flint
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Secretary/Assistant Secretary

Signed by:
Jessa Anderson
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Chairman/Vice Chairman