

**MINUTES OF MEETING
RIVERWOOD
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Riverwood Community Development District was held on Tuesday, May 15, 2018 at 2:00 p.m. at the Riverwood Activity Center, 4250 Riverwood Drive, Port Charlotte, Florida.

Present and constituting a quorum were:

Rita Anderson	Chairperson
Richard Knaub	Vice Chairperson
Jim Martone	Assistant Secretary
Dolly Syrek	Assistant Secretary
Michael Spillane	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Scott Rudacille	District Counsel
Brad McKnight	Project Coordinator
Susan MacPherson	Southeast Regional Operations Advisor
Residents	

Due to a failure of the recording equipment, the recording could not be transcribed and the following is a summary of the actions taken at the May 15, 2018 meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Anderson called the meeting to order and Mr. Koncar called the roll.

SECOND ORDER OF BUSINESS

Approval of the May 15, 2018 Agenda

An item was added to the agenda.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor the May 15, 2018 agenda was approved as amended.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no comments, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the March 1, 2018 Continued Meeting**
- B. Approval of the Minutes of the April 17, 2018 Regular Meeting**
- C. Acceptance of:**
 - i. Financial Statements and Check Register**
 - ii. Reserve Fund Report**
 - iii. Investment Report**
- Changes were requested to be made to the minutes of the April 27, 2018 regular Board meeting. They will be incorporated into those minutes.

On MOTION by Mr. Knaub seconded by Mr. Martone with all in favor the Consent Agenda was approved as amended.

FIFTH ORDER OF BUSINESS

Operations Report

- Ms. MacPherson reviewed the Operations Report.

SIXTH ORDER OF BUSINESS

Manager's Report

- A. Continuation of the Public Hearing to Consider Rule Amendments to the Beach Club**
 - i. Consideration of Resolution 2018-13 Adopting Amendments to Chapter 7**

On MOTION by Mr. Spillane seconded by Ms. Anderson with all in favor the public hearing on rule making for the Beach Club rules was opened.

- Discussion ensued on the Beach Club rules.

On MOTION by Mr. Spillane seconded by Mr. Knaub with all in favor the public hearing on rule making for the Beach Club rules was closed.

On MOTION by Mr. Spillane seconded by Mr. Knaub with all in favor Resolution 2018-13 adopting changes to the rules regarding refund of Beach Club payments was adopted.

- The Board discussed establishing a rule through the rule making process for the use of stickers and passes for residents and non-residents. Implement these changes as a policy until the rules can be established. This refers to Chapter 5, Activity Center Rules, and

Chapter 6, RV Parking Rules and Potable Water Rules. There will be a public hearing on these rules at the August 21, 2018 meeting.

B. Distribution of Proposed Budget for Fiscal Year 2019

- The Fiscal Year 2019 budget was distributed.

C. Consideration of Resolution 2018-14 Approving the Proposed Budget for Fiscal Year 2019 and Setting the Public Hearing

- This will be discussed at a follow up meeting.

D. Waiver of Conflict of Interest

- This was discussed at a previous meeting

E. Discussion on Loan

- The Board discussed the loan.
- The Board discussed giving approval to restore Reserve Accounts in the General Fund from the loan proceeds as follows: \$126,639, \$162,752 and \$130,000. These are funds that were paid out of the General Fund for the traffic light, installation and work at the Activity Center prior to the closing of the loan.

On MOTION by Ms. Anderson seconded by Mr. Spillane with all in favor to restore Reserve Accounts in the General Fund from the loan proceeds as follows: \$126,639, \$162,752 and \$130,000, was approved.

F. Report on the Number of Registered Voters – 1,512

- The Supervisor of Elections of Charlotte County reported there are 1,512 registered voters residing within the District.

SEVENTH ORDER OF BUSINESS

Attorney’s Report

- There being no report, the next item followed.

EIGHTH ORDER OF BUSINESS

Old Business

A. Traffic Light Update

B. Activities Center Campus Construction Update

- C. Activities Center #2 HVAC Update**
- D. Update on Controlled Access Transition**

On MOTION by Ms. Anderson seconded by Mr. Knaub with all in favor approval given to purchase 60 chairs for the Beach Club.

On MOTION by Mr. Knaub seconded by Mr. Martone with all in favor approval given to remove past due utility accounts from the District books due to their long overdue status.

NINTH ORDER OF BUSINESS **New Business**

- A. Update on the Condition of the District’s Roadways**
- B. 2019 General Fund Budget Update**
- C. 2019 Utilities Fund Budget Update**
- D. Discussion of Illegal Cutting in the CDD Preserve Near Grand Vista**
- E. Beach Club Attendant Proposal**
 - o The Board discussed the above items.

TENTH ORDER OF BUSINESS **Committee Reports**

- A. Sewer Committee Environmental Committee Proposal**
- B. Water/Utility Billing Committee**
- C. Financial Advisory Committee**
 - i. Approval of Wind Insurance Policy for the Beach Club**

On MOTION by Mr. Spillane seconded by Mr. Knaub with all in favor approval given to authorize the Chairwoman to acquire Wind Insurance coverage for the Beach Club.

- D. Strategic Planning Committee**
- E. Environmental Committee**

On MOTION by Mr. Spillane seconded by Mr. Martone with all in favor approval given to complete camera work on the storm sewer lines in Fairway Lakes and Willow Bend for an estimated amount of \$6,300.

- F. Activity Advisory Committee**
- G. Beach Club Committee**
- H. Dog Park Committee**
- I. Safety & Controlled Access Committee**

On MOTION by Mr. Knaub seconded by Mr. Martone with all in favor appointing Bob Sims to the Safety and Controlled Access Committee was approved.

ELEVENTH ORDER OF BUSINESS

Supervisor Comments

On MOTION by Mr. Spillane seconded by Mr. Martone with all in favor authorization to advertise a RFQ (Request for Qualifications) for District Engineering Services was approved.

TWELFTH ORDER OF BUSINESS

Audience Comments

- o Audience members made comments.

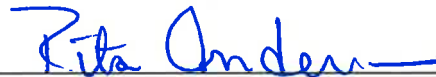
THIRTEENTH ORDER OF BUSINESS

Continuation

- o The meeting was continued to May 29, 2018 at 10:00 a.m.



Secretary/Assistant Secretary



Rita Anderson
Chairperson