

**MINUTES OF MEETING  
RIVERWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

The recessed meeting of the Board of Supervisors of the Riverwood Community Development District held on Tuesday, June 20, 2017 was reconvened on Thursday, June 29, 2017 at 9:00 a.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 (via telephone)	Assistant Secretary
Dolly Syrek	Assistant Secretary
Michael Spillane	Assistant Secretary

Also present were:

Justin Faircloth	Assistant District Manager
Brad McKnight	Project Coordinator
Zachary Smith	GMA Architects & Planners
Residents	

*The following is a summary of the minutes and actions taken at the June 29, 2017 Riverwood continued meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

- Ms. Sherry Townsend complimented Ms. Syrek and the Ad Hoc Committee. She appreciated all the long hours they put into the Activities Center Update Project.
- Ms. Hallie Powers commented there would be more residents at this continued meeting if an email blast had been sent out. She noted once residents hear about this meeting today, the Board may receive backlash.

**THIRD ORDER OF BUSINESS****Activities Center Upgrade Project**

- Ms. Syrek gave a presentation on the Activities Center Upgrade Project, explaining where and why changes were made and if they were for cost purposes.
- Focus groups were created from within the Ad Hoc Committee to address the needs of groups and residents who use the facilities. Data was collated into reports which were given to the architects and construction managers.
- There are three various design renderings for Board review. The first is a site plan which shows everything that will be placed on the Campus. The second rendering shows the completed campus in accordance with the design and how it will all fit together and flow. The third is a floor plan with the remodeled Administrative Building.

**FOURTH ORDER OF BUSINESS****Discussion on Moving the Guardhouse**

- Mr. Zachary Smith of GMA Architects & Planners, gave a presentation on plans and designs. He discussed the guardhouse, the administrative offices and the Fitness Center.
- Mr. Knaub noted the guardhouse is falling apart. The overhang was not needed.
- Mr. Spillane noted routine maintenance is not being provided at the guardhouse.
- Various Board members emphasized the importance of the guardhouse and felt moving it would help with security.
- Amenities in the Dog Park are paid by the Dog Park owners.
- Mr. Spillane questioned the high cost for the bocce ball and pickle ball courts.
- The audience was invited to make comments.
- Mr. Al Hayden, as the Chair of Safety and Security, did not think trying to save money on security was wise. If moving the guardhouse is for safety purposes, he approves. A survey was conducted with a lot of input. A meeting was held; a presentation made with the previous architect and over 500 people attended.
- Mr. Walt Powers noted he was on the Board of Supervisors when this building was contracted. He cautioned about being penny wise and pound foolish, noting this Activity Center should have lasted 20 years. Why pinch pennies when this building and this community should have a State of the Art Facility.
- Mr. Harry Ruiz noted the Board is stuck on the \$5 million amount which was discussed three years ago.

- Mr. Don Myherberg commented three years ago Architect Jeff Matthews stated the building cost was \$3.2 million. Now the \$5 million is equal to the \$3.2 million.
- Mr. Knaub spoke about the debt burden. He felt the CDD and the RCA should have an appropriate sized conference room.
- Ms. Sherry Townsend noted removing the pool table from the Activities Center would make more room for Mr. McKnight.
- Ms. Anderson thanked the management company for getting a very good loan proposal at 3.1% over 15 years. It is very fortunate and we could have been paying a lot more.
- Mr. Knaub wanted to see one building used for administration personnel, one for all the activities and one for the fitness activities.
- A long discussion ensued on building and guardhouse design options.
- Ms. Syrek and Mr. Smith will take input and develop additional options to the design and obtain costs for various options.
- Ms. Anderson noted after the July Board meeting, a budget workshop will be held.

*Let the record reflect the Board took a five minute recess.*

## **FIFTH ORDER OF BUSINESS**

### **Supervisor Comments**

- Ms. Anderson noted a copy of the Assessment Notice that will be sent to all homeowners was presented. This type of letter is sent whenever there is an increase in assessments.
- The Board reviewed the letter and made one minor correction which will be incorporated. The final version will be sent to Board members and all homeowners.
- Ms. Anderson noted Mr. Rudacille heard back from Charlotte County regarding annexation of two lots in Tarpon Harbor. The County indicated the fee would be \$2,640.

<p>On MOTION Mr. Spillane seconded by Mr. Knaub with all in favor District Counsel was authorized to proceed with the annexation of the two lots in Tarpon Harbor with the District paying the Charlotte County fees and any legal fees necessary.</p>
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- Ms. Anderson noted the previous Budget Finance Committee was dissolved and the Board approved the new description for a Financial Advisory Committee that has specific qualifications and annual re-approval of the membership.

- She noted two people gave her applications and their qualifications. They are Mr. Ted McDermott and Mr. Bob Walker.

On MOTION by Ms. Anderson seconded by Mr. Knaub with all in favor Mr. Ted McDermott and Mr. Bob Walker were appointed to the new Financial Advisory Committee.

- The Board spoke about the Ad Hoc Committee being dissolved at this time. The committee can be reformed at a later date.

Mr. Spillane MOVED to dissolve the Ad Hoc Committee effective immediately and have the committee reformulated at a later date if needed and Ms. Syrek seconded the motion.

- Ms. Syrek noted she will inform all previous Ad Hoc Committee members that the committee has been dissolved.

On VOICE vote with Ms. Anderson, Mr. Knaub, Mr. Martone and Mr. Spillane voting aye and Ms. Syrek voting nay, the prior motion passed.

- Ms. Anderson noted now that there is a new Financial Advisory Committee, they will have revisions to bring to the Board in July and then will have a budget workshop before the budget public hearing in mid-August.

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

There being no comments, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business at this time,

On MOTION by Mr. Spillane seconded by Mr. Knaub with all in favor the meeting was adjourned at 11:58 a.m.

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Bob Koncar  
Secretary

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Rita Anderson  
Chairperson