

**CDD Budget Committee Meeting—Minutes  
July 19, 2016 -- 10:30 a.m., Activity Center**

**Attendees:**

Budget Committee

Anderson, Rita (chair)	Y	McDermott, Ted	Y
Walker, Bob (vice chair)	Y	Nelson, Lynn	Y
Aldridge, Jay	Y	Rybicki, Al	Y
Lubbers, Perry	Y	Spier, Hal	Y
Marshall, Jibby	Y	Teague, Cal (mgr)	Y

Others: Rich Knaub

- A. Approval of Minutes.** A motion to approve the minutes for the June 21, 2016 meeting was made by Ted and seconded by Jibby. **MOTION PASSED.**
- B. Review Financial Statements and Invoices.** The financial statements and invoices were reviewed. Attached are the questions and issues raised.
- C. 2017 Budget Revisions.** The committee reviewed the final 2017 Budget for the General Fund and Utility Funds. The committee made a motion to go on record as recommending the Beach Club 2017 dues be increased to \$375 and the membership raised to 370. The motion was made by Bob, seconded by Ted and passed by the committee.
- D. Completed Projects.**  
All current projects are complete.
- E. Update.**  
1. The Golf Course Assessment Methodology cannot be completed this year.
- F. New Request.**  
1. The committee suggested a focus group be set up to review the reserves and district insurance. Serving on the focus group are Bob Walker, Perry Lubbers, Ted McDermott, Al Rybicki, and Rita Anderson. The focus group will meet on August 3 at 9 am.
- G. Other.** The committee discussed a plan to review the current STS (Severn Trent) Management Contract and develop a management model for the RCDD with a scope of services needed. Copies of the current contract, 2017 STS costs and a list of the known services that STS provides currently were given to the committee to review.
- H. Next Meeting Date.** The next meeting will be August 16, 2016 at 10:30 am. The committee decided to continue this meeting to Tuesday, August 2 at 1:30 pm.
- I. Adjournment.** A motion to continue the meeting to August 2 at 1:30 pm was made by Jibby and seconded by Ted. **MOTION PASSED.** The meeting was continued at 12:15 pm.

Respectfully submitted,  
Rita Anderson

## Budget Committee Invoice Questions & Issues

Month July 2016

<i>Agenda Page #</i>	<i>Item</i>	<i>Question or Correction Requested</i>	<i>Comments or Resolution</i>
56	Charlotte Cty Invoice #2016-May	Where is the agreement with Charlotte Cty that states the fees for new connections? What does the RCDD charge the resident?	This is a connection fee, new connections are paid by the homeowner, water is \$1,117 and sewer is \$1,720. The water is a pass through as it is paid to the County, the sewer is retained by the CDD.
81-92	Riverwood CDD Utility Invoices for Lift Stations	What caused credits on some bills but not all?	During the months of March & April (due to upload failure of the readings) an estimated bill/reading was done. The Water Service Adjustment is a refund of those estimations...overcharged.
114 & 116	ST Inv 2084770 & 2084771	Several of the items on these invoices look like homeowner expenses. If that is correct, where is the proof they've been rebilled?	Which one? I didn't see one? If WO 46926 yes billed back.
118-120	ST Inv 2084772 WA-46897	Should \$2,422.80 be billed to Centex? Can it be billed to Centex at this date?	?? Supervisor Knaub approved the WA, not certain we can charge Pulte?
124	ST Inv 2084774 WO 46641	Shouldn't Karle pay for the \$422.03?	They were billed last month.
127-128	STS Inv #2084775 & KW Inv#16-1038	Why were we charged 15% over invoice cost for Stock Materials when the KW invoice indicates that actual work was performed? I thought the markup was 10%. Also, a question was raised as to the Sales Tax. I assume this was charged because STS was billed directly.	It is 10% if STES buys material, if outside vendor comes in then markup is 15%. The sales tax is because STES had to be the vendor as RW doesn't have an account set up with them.
134-138	Welch Tennis Courts Inc Deposit for Court Resurfacing \$5,212.50	RECLASSIFY to R&M Recreation Center 001-546475-57250-5000	Will be done for the July 2016 financials for the next agenda package.
196-200	Electric Invoice for Acct #59261-56174	What caused this amount to become so delinquent?	When the pool heaters account was setup, the email address to send the bill was incorrect and therefore never received. The 2 months that incurred late payment charges will be credited back to RCDD for \$12.47 each.