MINUTES OF MEETING
RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Riverwood Estates Community Development District held a Regular Meeting on May 1, 2025 at 9:00 a.m., at the Hilton Garden Inn Tampa-Wesley Chapel, 26640 Silver Maple Parkway, Wesley Chapel, Florida 33544.

Present:

Brady Lefere	Chair
Jenna Walters	Assistant Secretary
Ray Aponte	Assistant Secretary
Patricia Buck (via telephone)	Assistant Secretary

Also present:

Kristen Suit	District Manager
Wes Haber (via telephone)	District Counsel
Ed Rogers (via telephone)	District Engineer

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 9:03 a.m. Supervisors Lefere, Aponte, and Walters were present. Supervisor Buck attended via telephone. Supervisor O'Brien was absent.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Supervisors, Jenna Walters [Seat 1], Ray Aponte [Seat 2] and Matt O'Brien [Seat 4] (the following will be provided in a separate package)**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Jenna Walters and Ray Aponte, who are both familiar with the following:

A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-01. The results were as follows:

Seat 1	Jenna Walters	20 votes	4-Year Term
Seat 2	Ray Aponte	20 votes	4-Year Term
Seat 4	Matt O'Brien	19 votes	2-Year Term

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Electing and Removing Certain Officers of the District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-02. Mr. Aponte nominated the following:

Brady Lefere	Chair
Ray Aponte	Vice Chair
Jenna Walters	Assistant Secretary
Matt O'Brien	Assistant Secretary
Patricia Buck	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Aponte and seconded by Mr. Lefere, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Certain Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-03. The proposed Fiscal Year 2026 budget will have on-roll assessments and a Landowner-contribution component, for which expenses will be funded as they are incurred.

Discussion ensued regarding platting, unit counts, updating the assessment roll, replatting Phase 1C, and future changes to the lot counts shown on Page 13. It was noted that replatting will take six to eight months so Page 13 will not be revised until it is done. Expenses, such as “Landscape maintenance”, are being phased in, as more areas are being added.

On MOTION by Mr. Lefere and seconded by Ms. Walters, with all in favor, Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 7, 2025 at 9:00 a.m., at the Hilton Garden Inn Tampa-Wesley Chapel, 26640 Silver Maple Parkway, Wesley Chapel, Florida 33544; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an effective Date**

Ms. Suit presented Resolution 2025-04. The following change was made to the Fiscal Year 2026 Meeting Schedule:

DATE: Delete January meeting.

On MOTION by Mr. Lefere and seconded by Ms. Walters, with all in favor, Resolution 2025-04, Designating Dates, Times and Locations for Regular

> **Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026, as amended, and Providing for an effective Date, was adopted.**

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date**

Ms. Suit presented Resolution 2025-05. She discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid than a provider of aid.

> **On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.**

NINTH ORDER OF BUSINESS **Ratification Items**

A. Bill of Sale and General Assignment [Monument Entryway]

B. Special Assessment Bonds, Series 2024 Schedule of Fees

C. Estimate: EST-SCA1460 for Environmental Services

D. SR Landscaping, LLC First Amendment to Agreement for Landscape & Irrigation Maintenance Services

E. Sunrise Landscape Proposal for Annual Flower Replacement 2025

F. Steadfast Alliance Statement

G. Steadfast Environmental, LLC Agreement for Pond Maintenance Services

Discussion ensued about the cost of replacing annuals four times per year exceeding the $10,000 budgeted. It was noted that line items can be reallocated to account for the overage.

> **On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Ratification Items, as presented, were ratified.**

TENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2025**

> **On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.**

ELEVENTH ORDER OF BUSINESS **Approval of Minutes**

A. September 5, 2024 Public Hearings and Regular Meeting

B. November 5, 2024 Landowners' Meeting

> **On MOTION by Mr. Aponte and seconded by Mr. Lefere, with all in favor, the September 5, 2024 Public Hearings and Regular Meeting Minutes, and the November 5, 2024 Landowners' Meeting Minutes, both as presented, were approved.**

TWELFTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Florida Design Consultants, Inc.

There were no District Counsel or District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **UPCOMING MEETINGS**
  - **June 5, 2025 at 5:00 PM [Regular Meeting]**
  - **July 3, 2025 at 5:00 PM [Regular Meeting]**
  - **August 7, 2025 at 9:00 AM [Public Hearing and Regular Meeting] (Adoption of FY2026 Proposed Budget)**
    - **QUORUM CHECK**

The June 5, 2025 and July 3, 2025 meetings will be canceled.

THIRTEENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

> **On MOTION by Mr. Aponte and seconded by Mr. Lefere, with all in favor, the meeting adjourned at 9:36 a.m.**

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Secretary/Assistant Secretary

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Chair/Vice Chair