

**Riverwood Community  
Development District**

**November 15, 2022**

**AGENDA PACKAGE**

**Riverwood Community Development District**  
**Inframark, Community Management Services**  
210 North University Drive, Suite 702, Coral Springs, FL 33071  
Tel: 954-603-0033 Fax: 954-345-1292

November 8, 2022

Board of Supervisors  
Riverwood  
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Riverwood Community Development District will be held Tuesday, November 15, 2022, at 2:00 p.m. at the Riverwood Activity Center, located at 4250 Riverwood Drive, Port Charlotte, Florida 33953. Following is the advance agenda.

- 1. Call to Order and Roll Call**
- 2. Approval of the November 15, 2022 Agenda**
- 3. Audience Comments on Agenda Items**
- 4. Approval of Consent Agenda**
  - A. Approval of the Minutes of October 18, 2022 Meeting
  - B. Approval of the Minutes of October 27, 2022 Special Meeting
  - C. Acceptance of the Financial Report and Check Registers as of October 2022
- 5. On-Site Manager's Report**
- 6. Monthly Client Report**
- 7. Safety and Access Control Supervisor Report**
- 8. District Manager's Report**
  - A. Follow Up Items
- 9. Engineer's Report**
- 10. Attorney's Report**
- 11. Old Business**
  - A. Hurricane Ian Update
    - i. RCA November 3, 2022 Letter
    - ii. DLC FEMA Workflow
- 12. New Business**
  - A. Pickleball and Tennis Court Safety Discussion
  - B. Employee Handbook Updates
  - C. Paving Committee
  - D. Resident Handbook

**13. Other Committee Reports**

- A. Beach Club Committee: Mr. Spillane
- B. Campus Committee: Ms. Syrek
- C. Dog Park Committee: Mr. Knaub
- D. Environmental Committee: Mr. Myhrberg
- E. Finance Committee: Ms. Syrek
- F. RV Park Committee Report: Mr. Myhrberg
- G. Safety & Access Control Committee: Mr. Knaub
- H. Sewer Committee: Mr. Gipp
- I. Strategic Planning Committee: Mr. Myhrberg
- J. Water/Utility Committee: Mr. Spillane

**14. Supervisor Comments**

**15. Audience Comments**

**16. Adjournment**

Any supporting documents not enclosed in your agenda package will be distributed at the meeting. The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting, and in the meantime, if you have any questions, please contact me.

Sincerely,

*Justin Faircloth*

Justin Faircloth  
District Manager

## **Second Order of Business**

**RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT**

**Board of Supervisors**

Michael Spillane, Chairman  
Donald Myhrberg, Vice-Chairman  
Dolly Syrek, Treasurer/Assistant Secretary  
Greg Gipp, Assistant Secretary  
Dennis Knaub, Assistant Secretary

**District Staff**

Justin Faircloth, District Manager  
Scott Rudacille, District Attorney

**Regular Meeting Agenda  
Tuesday, November 15, 2022 at 2:00 p.m.**

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- 1. Call to Order and Roll Call**
- 2. Approval of the November 15, 2022 Agenda**
- 3. Audience Comments on Agenda Items**
- 4. Approval of Consent Agenda**
  - A. Approval of the Minutes of October 18, 2022 Meeting
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- 5. On-Site Manager's Report**
- 6. Monthly Client Report**
- 7. Safety and Access Control Supervisor Report**
- 8. District Manager's Report**
  - A. Follow Up Items
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**District Office:**

Inframark, Community Management Services  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
(954) 603-0033

**Meeting Location:**

Riverwood Activity Center  
4250 Riverwood Drive  
Port Charlotte, Florida 33953  
(941) 979-8720

**13. Other Committee Reports**

- A. Beach Club Committee: Mr. Spillane
- B. Campus Committee: Ms. Syrek
- C. Dog Park Committee: Mr. Knaub
- D. Environmental Committee: Mr. Myhrberg
- E. Finance Committee: Ms. Syrek
- F. RV Park Committee Report: Mr. Myhrberg
- G. Safety & Access Control Committee: Mr. Knaub
- H. Sewer Committee: Mr. Gipp
- I. Strategic Planning Committee: Mr. Myhrberg
- J. Water/Utility Committee: Mr. Spillane

**14. Supervisor Comments**

**15. Audience Comments**

**16. Adjournment**

**The next scheduled meeting is scheduled to be held Tuesday, December 20, 2022 at 2:00 p.m.**

**District Office:**  
Inframark, Community Management Services  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
(954) 603-0033

**Meeting Location:**  
Riverwood Activity Center  
4250 Riverwood Drive  
Port Charlotte, Florida 33953  
(941) 979-8720

# **Fourth Order of Business**

**4A**

**MINUTES OF MEETING  
RIVERWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverwood Community Development District was held on Tuesday, October 18, 2022 at 2:00 p.m. at the Riverwood Activity Center, located at 4250 Riverwood Drive, Port Charlotte, Florida.

Present and constituting a quorum were:

Michael Spillane  
Donald Myhrberg  
Dolly Syrek  
Dennis Knaub

Chairman  
Vice Chairman  
Treasurer/Assistant Secretary  
Assistant Secretary

Also present were:

Justin Faircloth  
Scott Rudacille  
Members of the Public

District Manager  
District Counsel

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Faircloth called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Approval of the October 18, 2022 Agenda**

On MOTION by Ms. Syrek, seconded by Mr. Myhrberg with all in favor, the October 18, 2022 Agenda was approved.
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- Mr. Faircloth noted the following items: 5A: Consideration of Proposals, 11A: Road Improvement Program, 12Ai: DLC Contract Discussion, 12Aii: October 27, 2022 Post Hurricane Ian Approval, and 12D: Purchase of New Laptops for Finance Committee.

**THIRD ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

- Audience comments were received regarding hurricane cleanup, BrightView and hurricane debris removal.

**FOURTH ORDER OF BUSINESS** **Approval of Consent Agenda**

- A. Approval of the Minutes of September 20, 2022 Meeting**
- B. Approval of the Minutes of September 26, 2022 Emergency Meeting**
- C. Acceptance of the Financial Report and Check Registers as of September 2022**

On MOTION by Mr. Myhrberg, seconded by Ms. Syrek with all in favor the Consent Agenda was approved.

**FIFTH ORDER OF BUSINESS** **On-Site Manager’s Report**

- Mr. Myhrberg presented the On-Site Manager’s Report.
- Mr. Myhrberg reported that Mr. Mercer was injured during Hurricane Ian clean-up.

**A. Consideration of Proposals**

On MOTION by Mr. Myhrberg seconded by Mr. Gipp with all in favor, the sunshade repair, storm door repair, proposal from Leonard Roofing, and signal door repair were approved.

**SIXTH ORDER OF BUSINESS** **Monthly Client Report**

- Mr. Gilbert presented his report.

**SEVENTH ORDER OF BUSINESS** **Safety and Access Control Supervisor Report**

- Mr. Cohen presented his report to the Board.

**EIGHTH ORDER OF BUSINESS** **District Manager’s Report**

**A. Motion to Assign Fund Balance**

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor, the Motion to Assign Fund Balance was approved.

**B. Follow Up Items**

- Mr. Faircloth stated the check from Mr. Lesinski, did not bounce, the bank rejected the check since the positive pay records were not given to the bank in time. Mr. Faircloth noted that this was the first attempt in utilizing positive pay for the District and this issue should not continue going forward.
- Mr. Faircloth discussed applying \$6,582.08 in old inactive customer deposits to the outstanding balance that Vizcaya had with the District before the the new billing arrangement went into effect. The Board and Mr. Rudacille were in agreement to proceed with this direction.

**NINTH ORDER OF BUSINESS**

**Engineer’s Report**

- None.

**TENTH ORDER OF BUSINESS**

**Attorney’s Report**

- None.

**ELEVENTH ORDER OF BUSINESS**

**Old Business**

**A. Road Improvement Program**

- Mr. Myhrberg provided an update on the Road Improvement Program.

On MOTION by Mr. Myhrberg seconded by Ms. Syrek with Mr. Spillane, Mr. Myhrberg, Mr. Gipp, and Ms. Syrek voting aye and Mr. Knaub voting nay to offer to the RCA the opportunity to combine their roads with the CDD’s roads to have one consistent Roads Program was approved.

- Mr. Myhrberg noted he would follow up with the RCA to see their interest.

**TWELFTH ORDER OF BUSINESS**

**New Business**

**A. Hurricane Ian Discussion**

**i. DLC Contract Discussion**

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor staff was authorized to hire Disaster Law Consulting LLC.

**ii. 10/27/22 Post Hurricane Ian Meeting Approval**

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor, the 10/27/22 Post Hurricane Ian Meeting was approved.

**B. Storm Preparations**

- This item was already discussed.

**C. Cell Phone & Service Purchase for Tim Schimpler**

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor the purchase of a cell phone and service for Tim Schimpler was approved.

**D. Purchase of New Laptops for Finance Committee**

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor the purchase of six new laptops for the Finance Committee was approved.

- Mr. Faircloth recommended a sign-out sheet for the laptops.

**THIRTEENTH ORDER OF BUSINESS**

**Other Committee Reports**

**A. Beach Club Committee: Mr. Spillane**

- No meeting.

**B. Campus Committee: Ms. Syrek**

- Ms. Syrek stated presented her brief report.

**C. Dog Park Committee: Mr. Knaub**

- No meeting.

**D. Environmental Committee: Mr. Myhrberg**

- No meeting.

**E. Finance Committee: Ms. Syrek**

- Ms. Syrek stated the Finance Committee is recommending the Board approve Tim Reese to join the Finance Committee.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor Mr. Tim Reese was appointed to serve as a member of the Finance Committee.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor Mr. Tim Reese was appointed to serve on the Auditor Selection Committee.

On MOTION by Ms. Syrek seconded by Mr. Knaub with all in favor anyone outside of Riverwood whose home is inhabitable after the hurricane, their sewer is to be disconnected, deposit returned, and a note will be placed on their account stating if the homeowner rebuilds within three years, they shall not be charged the \$5,000 fee to be reconnected to the sewer.

- Further discussion ensued.

**F. RV Park Committee Report: Mr. Myhrberg**

- Mr. Myhrberg commented that plans to enlarge the park are delayed as debris from Hurricane Ian is being stored there.

**G. Safety & Access Control Committee: Mr. Knaub**

- Mr. Knaub provided Hurricane Ian update.

**H. Sewer Committee: Mr. Gipp**

- Mr. Gipp expressed the need to pay attention to the CDD’s finances due to the amount of work being done lately.

**I. Strategic Planning Committee: Mr. Myhrberg**

- Mr. Myhrberg stated the Committee is looking at Hurricane Ian expenses vs. deductibles.
- Mr. Myhrberg noted the pool pump needs to be replaced.

- Solar update and revision of Reserve Studies for the general fund were also addressed.

**J. Water/Utility Committee: Mr. Spillane**

- Mr. Spillane provided an update.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Comments**

- Mr. Myhrberg urged residents to present their comments to the Board.

**FIFTEENTH ORDER OF BUSINESS**

**Audience Comments**

- Audience comments were received regarding the RCA and CDD, gates, signal lights, finances, assessment, community improvement and water bills.

On MOTION by Ms. Syrek, seconded by Mr. Myhrberg, with all in favor, late fees on water bills shall be waived this month on a case by case basis.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

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

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Michael Spillane  
Chairman

**4B**

**MINUTES OF MEETING  
RIVERWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of the Riverwood Community Development District was held on Thursday, October 27, 2022 at 2:00 p.m. at the Riverwood Activity Center, located at 4250 Riverwood Drive, Port Charlotte, Florida.

Present and constituting a quorum were:

Michael Spillane  
Donald Myhrberg  
Dolly Syrek  
Dennis Knaub  
Gregg Gipp

Chairman  
Vice Chairman  
Treasurer/Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Justin Faircloth  
Tony Ettore  
Members of the Public

District Manager  
DLC-FEMA Counsel (*via phone*)

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Faircloth called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Approval Agenda**

- Mr. Faircloth added item 5G: Ratification of Employee Spot Bonuses.

On MOTION by Ms. Syrek, seconded by Mr. Myhrberg, with all in favor, the October 27, 2022 Agenda was approved as amended.
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**THIRD ORDER OF BUSINESS**

**Disaster Law Center Update Regarding FEMA Assistance**

- Mr. Faircloth provided an update on actions taken from the October 18<sup>th</sup> meeting noting the contract with DLC had been signed and Mr. Ettore had developed an account in Grants Portal with FEMA for the District.
- The Board decided the following:
  - Mr. Ettore will add Mr. Mercer to Grants Portal and he will be the main contact on site for Mr. Ettore.

- Mr. Ettore will contact FDEM to request assistance in getting the debris piles at the RV park removed.
- Mr. Myhrberg will also reach out to the County again to request assistance in getting the debris piles at the RV park removed.
- RCA/Brightview will ensure that all stumps are photographed and GPS locations obtained and this information be sent to Mr. Ettore.
- The Board will discuss removal options again at their 11/15/22 meeting.
- Board will review all CDD areas and notate any additional damages that should be sent to Mr. Ettore prior to the 10/29/22 deadline to file for damages with FEMA.
- Mr. Ettore suggested waiting 30 days for a response from FEMA, before removing any debris from the RV Park.

**FOURTH ORDER OF BUSINESS**

**Initial Storm Preparation**

**A. Preparation of Storing CDD Equipment Friday – John Mercer**

- Mr. Mercer presented his report.
- He noted that much of the work was done weeks prior to the Hurricane, some of which included draining the lakes.
- Mr. Mercer and other Board members did not anticipate the power outage.

**B. Meeting Plan of Action and Suggestion to RCA Personnel Monday – Ms. Syrek, Mr. Mercer**

- Ms. Syrek presented the report.
- Ms. Syrek stated she and Mr. Mercer created a list of items to look at prior to the hurricane, some of which included securing CDD equipment and RCA furniture.

**C. Meeting Safety and Access Monday – Mr. Knaub**

- Mr. Knaub presented his report.
- He noted his team secured the gate prior to the storm to minimize damage and left it open to ensure no one was trapped inside the community.
- Mr. Knaub commented on communication degradation during a storm and unsolicited vendors in the community.
- The gates suffered some damage during the storm, but are operational again.

**D. Meeting Follow-up on Campus Readiness – Mr. Myhrberg, Mr. Mercer**

- Mr. Myhrberg and Mr. Mercer presented their report
- Mr. Mercer noted he and Mr. Mercer had several meetings in advance to ensure work had progressed.

- Mr. Mercer commented on claims being filed to get vendors in the community after the storm and working with the RCA.

**FIFTH ORDER OF BUSINESS**

**Post Storm Action**

**A. Site Evaluation Thursday – Mr. Mercer**

**B. Insurance Claim Friday – Mr. Mercer**

- Mr. Mercer commented on actions after the storm and filing of insurance claims.

**C. Initial Mitigation and Insurance Adjuster Discussion Saturday – Mr. Myhrberg, Mr. Mercer**

**D. Community Assessment Saturday – Mr. Spillane, Mr. Gipp, Mr. Myhrberg**

**E. Activity Center Clean-up Saturday – Mr. Myhrberg, Mr. Mercer**

**F. Community Clean up Starting Monday – Mr. Gipp**

- Mr. Gipp commented on clean up actions after the storm and actions to insure water and sewer service were up and running.

**G. Ratification of Employee Spot Bonuses**

On MOTION by Ms. Syrek seconded by Mr. Myhrberg with all in favor Employee Spot Bonuses to John Mercer in the amount of \$2,500, Tim Schimpler in the amount of \$1,000, and Denise Patrick in the amount of \$500 as net bonuses were approved.

**SIXTH ORDER OF BUSINESS**

**Current Conditions**

- Mr. Spillane stated all the improvements and repairs to the building have been noted. The Board discussed the proposals that are being obtained to make repairs.

**SEVENTH ORDER OF BUSINESS**

**Costs**

- Discussion ensued regarding BrightView and other potential vendors.
- Mr. Myhrberg commented on the MOU with the RCA.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Comments**

- Supervisor comments were received.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

- Audience comments we received.
- Mr. Faircloth stated that Mr. Ettore confirmed the 60-day deadline runs from September 23 through November 22<sup>nd</sup> for Category A and B expenses and that FEMA has extended the deadline to file with the RPA to December 2, 2022.

**TENTH ORDER OF BUSINESS**

**Adjournment**

- There being no further business,

On MOTION by Ms. Syrek, seconded by Mr. Myrhberg, with all in favor, the meeting was adjourned at 3:38 P.M.

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Michael Spillane  
Chairman

**4C**

# Riverwood Community Development District

Financial Statements

*(unaudited)*

October 31, 2022

*Prepared by*



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**Balance Sheet**  
October 31, 2022

Account Description	General Fund	General Fund - Reserves	Beach Club Fund (Operations)	Beach Club Fund (Reserve)	Beach Club Fund (Loan)	Debt Service Fund (Valley National)	Enterprise Fund	Enterprise Fund - Reserves	Pooled Cash Fund	Total
<b>Assets</b>										
<b>Current Assets</b>										
Cash - Checking Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,442,053	\$ 1,442,053
Equity in Pooled Cash	567,143	2,066,314	67,621	75,186	(23,441)	8,650	339,709	2,003,853	(5,105,035)	-
Accounts Receivable	-	-	550	-	-	-	211,841	-	-	212,391
Accounts Receivable > 120	-	-	-	-	-	-	5	-	-	5
Accounts Receivable - Other	185	-	-	-	-	-	-	-	-	185
Loan Due from Beach Fund	165,492	-	-	-	-	-	-	-	-	165,492
Due From Other Funds	-	-	-	-	23,441	-	-	-	-	23,441
Inventory:										
Mat'l's/Supplies	4,420	-	-	-	-	-	-	-	-	4,420
Investments:										
Money Market Account	-	-	-	-	-	-	-	-	3,662,982	3,662,982
Reserve Fund	-	-	-	-	-	131,302	-	-	-	131,302
Revenue Fund	-	-	-	-	-	331,385	-	-	-	331,385
Prepaid Items	-	-	19	-	-	-	-	-	-	19
<b>Total Current Assets</b>	<b>737,240</b>	<b>2,066,314</b>	<b>68,190</b>	<b>75,186</b>	<b>-</b>	<b>471,337</b>	<b>551,555</b>	<b>2,003,853</b>	<b>-</b>	<b>5,973,675</b>
<b>Noncurrent Assets</b>										
Fixed Assets										
Land	-	-	-	-	-	-	343,998	-	-	343,998
Buildings	-	-	-	-	-	-	1,413,584	-	-	1,413,584
Accum Depr - Buildings	-	-	-	-	-	-	(794,536)	-	-	(794,536)
Infrastructure	-	-	-	-	-	-	10,349,795	-	-	10,349,795
Accum Depr - Infrastructure	-	-	-	-	-	-	(3,833,973)	-	-	(3,833,973)
Equipment and Furniture	-	-	-	-	-	-	37,977	-	-	37,977
Accum Depr - Equip/Furniture	-	-	-	-	-	-	(8,527)	-	-	(8,527)
<b>Total Noncurrent Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,508,318</b>	<b>-</b>	<b>-</b>	<b>7,508,318</b>
<b>Total Assets</b>	<b>\$ 737,240</b>	<b>\$ 2,066,314</b>	<b>\$ 68,190</b>	<b>\$ 75,186</b>	<b>\$ -</b>	<b>\$ 471,337</b>	<b>\$ 8,059,873</b>	<b>\$ 2,003,853</b>	<b>\$ -</b>	<b>\$ 13,481,993</b>

**Balance Sheet**  
October 31, 2022

Account Description	General Fund	General Fund - Reserves	Beach Club Fund (Operations)	Beach Club Fund (Reserve)	Beach Club Fund (Loan)	Debt Service Fund (Valley National)	Enterprise Fund	Enterprise Fund - Reserves	Pooled Cash Fund	Total
<b>Liabilities</b>										
<b>Current Liabilities</b>										
Accounts Payable	\$ 1,870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 181,517	\$ -	\$ -	\$ 183,387
Accrued Expenses	14,103	-	569	-	-	-	84,807	-	-	99,479
Retainage Payable	-	-	-	-	-	-	-	38,091	-	38,091
Sales Tax Payable	7	-	-	-	-	-	-	-	-	7
Deposits	-	-	-	-	-	-	206,468	-	-	206,468
Loan Due to General Fund	-	-	-	-	165,492	-	-	-	-	165,492
Due To Other Funds	23,441	-	-	-	-	-	-	-	-	23,441
<b>Total Current Liabilities</b>	<b>39,421</b>	<b>-</b>	<b>569</b>	<b>-</b>	<b>165,492</b>	<b>-</b>	<b>472,792</b>	<b>38,091</b>	<b>-</b>	<b>716,365</b>
<b>Total Liabilities</b>	<b>39,421</b>	<b>-</b>	<b>569</b>	<b>-</b>	<b>165,492</b>	<b>-</b>	<b>472,792</b>	<b>38,091</b>	<b>-</b>	<b>716,365</b>
<b>Fund Balances / Net Position</b>										
<b>Restricted for:</b>										
Debt Service	-	-	-	-	-	471,337	-	-	-	471,337
<b>Assigned to:</b>										
Operating Reserves	350,000	-	-	-	-	-	-	-	-	350,000
Reserves - Activity Center	-	547,421	-	-	-	-	-	-	-	547,421
Reserves - Settlement	-	252,166	-	-	-	-	-	-	-	252,166
Environmental Services	-	409,431	-	-	-	-	-	-	-	409,431
Reserves - Roadways	-	772,003	-	-	-	-	-	-	-	772,003
Reserves - RV Park	-	85,293	-	-	-	-	-	-	-	85,293
Reserves - Beach Club	-	-	-	75,186	-	-	-	-	-	150,372
<b>Unassigned:</b>	<b>347,819</b>	<b>-</b>	<b>67,621</b>	<b>-</b>	<b>(165,492)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>249,948</b>
Net Investment in capital assets	-	-	-	-	-	-	7,508,317	-	-	7,508,317
Reserves - Emergency	-	-	-	-	-	-	-	240,667	-	240,667
Reserves - Sewer System	-	-	-	-	-	-	-	1,212,573	-	1,212,573
Reserves - Water System	-	-	-	-	-	-	-	340,232	-	340,232
Reserves - Irrigation System	-	-	-	-	-	-	-	172,290	-	172,290
Unrestricted/Unreserved	-	-	-	-	-	-	78,764	-	-	78,764
<b>Total Fund Balances / Net Position</b>	<b>697,819</b>	<b>2,066,314</b>	<b>67,621</b>	<b>75,186</b>	<b>(165,492)</b>	<b>471,337</b>	<b>7,587,081</b>	<b>1,965,762</b>	<b>-</b>	<b>12,690,442</b>
<b>Total Liabilities &amp; Fund Balances / Net Position</b>	<b>\$ 737,240</b>	<b>\$ 2,066,314</b>	<b>\$ 68,190</b>	<b>\$ 75,186</b>	<b>\$ -</b>	<b>\$ 471,337</b>	<b>\$ 8,059,873</b>	<b>\$ 2,003,853</b>	<b>\$ -</b>	<b>\$ 13,481,993</b>

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Special Assmnts- Tax Collector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ 1,354,155
Special Assmnts- Discounts	-	-	-	-	-	-	n/a	(54,654)
Non-Resident Members	-	833	(833)	-	833	(833)	n/a	10,000
Other Miscellaneous Revenues	100	42	58	100	42	58	138.1%	500
Interest - Investments	1,517	141	1,376	1,517	141	1,376	975.8%	1,693
<b>Total Revenue / Other Sources</b>	<b>1,617</b>	<b>1,016</b>	<b>601</b>	<b>1,617</b>	<b>1,016</b>	<b>601</b>	<b>59.1%</b>	<b>1,311,694</b>

**Expenditures**

**Administration**

P/R-Board of Supervisors	181	225	44	181	225	44	19.7%	2,696
Payroll-Salaries	1,326	1,644	318	1,326	1,644	318	19.4%	19,724
ProfServ-Engineering	-	542	542	-	542	542	n/a	6,500
ProfServ-Mgmt Consulting	6,703	6,703	(0)	6,703	6,703	(0)	0.0%	80,437
ProfServ-Legal Services	-	2,917	2,917	-	2,917	2,917	n/a	35,000
ProfServ-Trustee Fees	-	-	-	-	-	-	n/a	3,717
Auditing Services	-	-	-	-	-	-	n/a	3,600
Communications-Other	303	250	(53)	303	250	(53)	-21.4%	3,000
Insurance	22,562	20,712	(1,850)	22,562	20,712	(1,850)	-8.9%	20,712
Misc-Non Ad Valorem Taxes	-	208	208	-	208	208	n/a	2,500
Misc-Assessment Collection Cost	-	-	-	-	-	-	n/a	26,000
Website Hosting/Email services	-	275	275	-	275	275	n/a	3,300
Janitorial /Office supplies	-	167	167	-	167	167	n/a	2,000
Office Expense	97	1,000	903	97	1,000	903	90.3%	12,000
Misc-Credit Card Fees	1	103	102	1	103	102	99.0%	1,232
<b>Total Administration</b>	<b>31,174</b>	<b>34,746</b>	<b>3,572</b>	<b>31,174</b>	<b>34,746</b>	<b>3,572</b>	<b>10.3%</b>	<b>222,418</b>

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Environmental Services</b>								
Payroll-Environmental Services	4,538	3,533	(1,005)	4,538	3,533	(1,005)	-28.4%	42,391
Contracts-Preserve Maintenance	-	2,917	2,917	-	2,917	2,917	n/a	35,000
Contracts-Lakes	1,850	2,017	167	1,850	2,017	167	8.3%	24,200
ProfServ-Consultants	-	1,250	1,250	-	1,250	1,250	n/a	15,000
Electricity - General	173	200	27	173	200	27	13.6%	2,400
Utility - Water & Sewer	46	167	121	46	167	121	72.3%	2,000
R&M-Emergency & Disaster Relief	1,690	-	(1,690)	1,690	-	(1,690)	0.0%	-
R&M-Sidewalks	-	833	833	-	833	833	n/a	10,000
R&M-Storm Drain Cleaning	-	1,250	1,250	-	1,250	1,250	n/a	15,000
R&M-Preserves	-	5,000	5,000	-	5,000	5,000	n/a	60,000
R&M-Road Scaping	56	833	777	56	833	777	93.2%	10,000
R&M-Roads,Signage,Striping	-	917	917	-	917	917	n/a	11,000
R&M-Lakes,Bank Erosion,Planting	-	417	417	-	417	417	n/a	5,000
Misc-Contingency	-	1,763	1,763	-	1,763	1,763	n/a	21,157
<b>Total Environmental Services</b>	<b>8,353</b>	<b>21,097</b>	<b>12,744</b>	<b>8,353</b>	<b>21,097</b>	<b>12,744</b>	<b>60.4%</b>	<b>253,148</b>
<b>Activity Center Campus</b>								
P/R-Board of Supervisors	135	167	32	135	167	32	19.4%	2,000
Payroll-Salaries	1,959	2,055	96	1,959	2,055	96	4.7%	24,656
Payroll-Maintenance	1,078	1,449	371	1,078	1,449	371	25.6%	17,391
Payroll-Gatehouse	15,137	20,467	5,331	15,137	20,467	5,331	26.0%	245,609
Electricity - General	3,500	4,222	722	3,500	4,222	722	17.1%	50,666
Utility - Water & Sewer	370	1,333	963	370	1,333	963	72.2%	16,000
Insurance - Property	34,971	32,100	(2,871)	34,971	32,100	(2,871)	-8.9%	32,103
R&M-Pools	-	667	667	-	667	667	n/a	8,000
R&M-Fitness Equipment	-	417	417	-	417	417	n/a	5,000
R&M-Gate	536	2,083	1,547	536	2,083	1,547	74.3%	25,000
R&M-Gatehouse/Security	-	2,083	2,083	-	2,083	2,083	n/a	25,000
Op Supplies - Gatehouse	40	1,250	1,210	40	1,250	1,210	96.8%	15,000
R&M-Activity Campus Buildings	374	3,333	2,959	374	3,333	2,959	88.8%	40,000
Misc-Special Projects	-	6,373	6,373	-	6,373	6,373	n/a	76,477
Tools and Equipment	-	1,250	1,250	-	1,250	1,250	n/a	15,000
Operating Supplies	-	167	167	-	167	167	n/a	2,000
Misc-Contingency	-	1,520	1,520	-	1,520	1,520	n/a	18,241
<b>Total Activity Center Campus</b>	<b>58,100</b>	<b>80,937</b>	<b>22,837</b>	<b>58,100</b>	<b>80,937</b>	<b>22,837</b>	<b>28.2%</b>	<b>618,143</b>
<b>Total Expenditures</b>	<b>97,627</b>	<b>136,780</b>	<b>39,153</b>	<b>97,627</b>	<b>136,780</b>	<b>39,153</b>	<b>28.6%</b>	<b>1,093,709</b>

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Transfers Out</b>								
Reserve - Activity Center Campus	6,499	6,499	0	6,499	6,499	0	0.0%	77,985
Reserve - Roadways	10,833	10,833	(0)	10,833	10,833	(0)	0.0%	130,000
Reserve - Environmental Services	833	833	(0)	833	833	(0)	0.0%	10,000
<b>Total Transfers Out</b>	<b>18,165</b>	<b>18,165</b>	<b>(0)</b>	<b>18,165</b>	<b>18,165</b>	<b>(0)</b>	<b>0.0%</b>	<b>217,985</b>
<b>Total Expenditures &amp; Transfers</b>	<b>115,792</b>	<b>154,945</b>	<b>39,153</b>	<b>115,792</b>	<b>154,945</b>	<b>39,153</b>	<b>25.3%</b>	<b>1,311,694</b>
Net Surplus (Deficit)	<u>\$ (114,175)</u>	<u>\$ (153,929)</u>	<u>\$ 39,754</u>	(114,175)	(153,929)	39,754		-
<b>Fund balance as of Oct 01, 2022</b>				811,994	811,994	-		811,994
<b>Fund Balance as of Oct 31, 2022</b>				<u>\$ 697,819</u>	<u>\$ 658,065</u>	<u>\$ 39,754</u>		<u>\$ 811,994</u>

**General Fund - Reserves**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
RV Parking Lot Revenue	-	4,750	(4,750)	-	4,750	(4,750)	-100.0%	57,000
Transfer In - Roadways	10,833	10,833	0	10,833	10,833	0	0.0%	130,000
Transfer In - Environmental Services	833	833	0	833	833	0	0.0%	10,000
Transfer In - Activity Center Campus	6,499	6,499	(0)	6,499	6,499	(0)	0.0%	77,985
Other Miscellaneous Revenues	1	-	1	1	-	1	n/a	-
Interest - Investments	4,498	-	4,498	4,498	-	4,498	n/a	-
<b>Total Revenue / Other Sources</b>	<b>22,664</b>	<b>22,915</b>	<b>(251)</b>	<b>22,664</b>	<b>22,915</b>	<b>(251)</b>	<b>-1.1%</b>	<b>274,985</b>
<b>Expenditures</b>								
<b>Activity Center Campus</b>								
Reserve-Activity Center Campus	-	6,499	6,499	-	6,499	6,499	100.0%	77,985
<b>Total Activity Center Campus</b>	<b>-</b>	<b>6,499</b>	<b>6,499</b>	<b>-</b>	<b>6,499</b>	<b>6,499</b>	<b>100.0%</b>	<b>77,985</b>
<b>Roadways</b>								
Reserve - Roadways	-	10,833	10,833	-	10,833	10,833	100.0%	130,000
<b>Total Roadways</b>	<b>-</b>	<b>10,833</b>	<b>10,833</b>	<b>-</b>	<b>10,833</b>	<b>10,833</b>	<b>100.0%</b>	<b>130,000</b>
<b>RV Park</b>								
Reserve - RV Park	-	2,506	2,506	-	2,506	2,506	100.0%	30,070
Payroll- RV Park	1,268	1,000	(268)	1,268	1,000	(268)	-26.8%	12,000
Materials & Supplies	-	417	417	-	417	417	100.0%	5,000
Capital Projects	-	708	708	-	708	708	100.0%	8,500
Postage and Freight	-	3	3	-	3	3	100.0%	40
Fuel, Gasoline and Oil	-	8	8	-	8	8	100.0%	90
Credit Card Fees	-	108	108	-	108	108	100.0%	1,300
<b>Total RV Park</b>	<b>1,268</b>	<b>4,750</b>	<b>3,482</b>	<b>1,268</b>	<b>4,750</b>	<b>3,482</b>	<b>73.3%</b>	<b>57,000</b>
<b>Environmental Services</b>								
Reserve - Environmental Services	-	833	833	-	833	833	100.0%	10,000
<b>Total Environmental Services</b>	<b>-</b>	<b>833</b>	<b>833</b>	<b>-</b>	<b>833</b>	<b>833</b>	<b>100.0%</b>	<b>10,000</b>
<b>Total Expenditures</b>	<b>1,268</b>	<b>22,915</b>	<b>21,647</b>	<b>1,268</b>	<b>22,915</b>	<b>21,647</b>	<b>94.5%</b>	<b>274,985</b>
Net Surplus (Deficit)	<b>\$ 21,396</b>	<b>\$ -</b>	<b>\$ 21,396</b>	21,396	-	21,396		-
Fund balance as of Oct 01, 2022				2,044,918	2,044,918	-		2,044,918
Fund Balance as of Oct 31, 2022				<b>\$ 2,066,314</b>	<b>\$ 2,044,918</b>	<b>\$ 21,396</b>		<b>\$ 2,044,918</b>

**General Fund - Reserves**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	

Reserve Balances

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Environmental Services Reserve	\$407,706	\$833	\$891	\$0	\$409,430
Activity Center Campus Reserve	\$539,731	\$6,499	\$1,191	\$0	\$547,421
Roadways Reserve	\$759,490	\$10,833	\$1,679	\$0	\$772,003
Construction Settlement Reserve	\$251,618	\$0	\$549	\$0	\$252,166
RV Park Reserve	\$86,373	\$0	\$188	\$1,268	\$85,294
<b>Total</b>	<b>\$2,044,918</b>	<b>\$18,166</b>	<b>\$4,498</b>	<b>\$1,268</b>	<b>\$2,066,314</b>

**Beach Club Fund - Operations**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Membership Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ 161,500
Initiation Fees	100	250	(150)	100	250	(150)	-60.0%	3,000
Amenities Revenue	-	83	(83)	-	83	(83)	-100.0%	1,000
Summer Membership	-	625	(625)	-	625	(625)	-100.0%	7,500
Other Miscellaneous Revenues	26	42	(16)	26	42	(16)	-39.0%	500
Interest - Investments	164	17	147	164	17	147	864.2%	200
<b>Total Revenue / Other Sources</b>	<b>290</b>	<b>1,017</b>	<b>(727)</b>	<b>290</b>	<b>1,017</b>	<b>(727)</b>	<b>-71.5%</b>	<b>173,700</b>

**Expenditures**

**Beach Club Operations**

Payroll-Administrative	386	417	31	386	417	31	7.4%	5,000
Payroll-Attendants	3,428	6,195	2,767	3,428	6,195	2,767	44.7%	74,339
ProfServ-Mgmt Consulting	429	429	(0)	429	429	(0)	0.0%	5,150
Auditing Services	-	-	-	-	-	-	n/a	1,800
Contracts-On-Site Maintenance	-	83	83	-	83	83	100.0%	1,000
Contracts-Landscape	-	250	250	-	250	250	100.0%	3,000
Communication - Telephone	-	208	208	-	208	208	100.0%	2,500
Utility - General	60	75	15	60	75	15	20.0%	900
Utility - Refuse Removal	73	75	2	73	75	2	2.5%	900
Utility - Water & Sewer	80	150	70	80	150	70	46.7%	1,800
Insurance	19,058	17,495	(1,563)	19,058	17,495	(1,563)	-8.9%	17,495
R&M-Buildings	85	417	332	85	417	332	79.6%	5,000
R&M-Equipment	-	417	417	-	417	417	100.0%	5,000
Preventative Maint-Security Systems	-	146	146	-	146	146	100.0%	1,750
Misc-Special Projects	-	250	250	-	250	250	100.0%	3,000
Misc-Web Hosting	-	46	46	-	46	46	100.0%	550
Misc-Taxes	-	-	-	-	-	-	n/a	756
Misc-Contingency	-	260	260	-	260	260	100.0%	3,116
Credit Card Fees	-	417	417	-	417	417	100.0%	5,000
Office Supplies	-	17	17	-	17	17	100.0%	200
Op Supplies - General	58	83	25	58	83	25	30.0%	1,000
<b>Total Beach Club Operations</b>	<b>23,657</b>	<b>27,430</b>	<b>3,773</b>	<b>23,657</b>	<b>27,430</b>	<b>3,773</b>	<b>13.8%</b>	<b>139,256</b>

**Beach Club Fund - Operations**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Debt Service</b>								
Principal Debt Retirement	-	-	-	-	-	-	n/a	23,617
Interest Expense	-	-	-	-	-	-	n/a	827
<b>Total Debt Service</b>	-	-	-	-	-	-	n/a	<b>24,444</b>
<b>Total Expenditures</b>	<b>23,657</b>	<b>27,430</b>	<b>3,773</b>	<b>23,657</b>	<b>27,430</b>	<b>3,773</b>	<b>13.8%</b>	<b>163,700</b>
<b>Transfer Out</b>								
Reserve - Beach Club	833	833	(0)	833	833	(0)	0.0%	10,000
<b>Total Transfer Out</b>	<b>833</b>	<b>833</b>	<b>(0)</b>	<b>833</b>	<b>833</b>	<b>(0)</b>	<b>0.0%</b>	<b>10,000</b>
<b>Total Expenditures &amp; Transfer</b>	<b>24,490</b>	<b>28,263</b>	<b>3,773</b>	<b>24,490</b>	<b>28,263</b>	<b>3,773</b>	<b>13.3%</b>	<b>173,700</b>
Net Surplus (Deficit)	<u>\$ (24,201)</u>	<u>\$ (27,246)</u>	<u>\$ 3,045</u>	(24,201)	(27,246)	3,045		-
Fund balance as of Oct 01, 2022				91,822	91,822	-		91,822
Fund Balance as of Oct 31, 2022				<u>\$ 67,621</u>	<u>\$ 64,576</u>	<u>\$ 3,045</u>		<u>\$ 91,822</u>

**Beach Club Fund - Reserves**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Transfer in - Beach Club	\$ 833	\$ 833	\$ 0	\$ 833	\$ 833	\$ 0	0.0%	\$ 10,000
<b>Total Revenue / Other Sources</b>	<b>833</b>	<b>833</b>	<b>0</b>	<b>833</b>	<b>833</b>	<b>0</b>	<b>0.0%</b>	<b>10,000</b>
<b>Expenditures</b>								
Reserve - Beach Club	-	833	833	-	833	833	100.0%	10,000
<b>Total Expenditures</b>	<b>-</b>	<b>833</b>	<b>833</b>	<b>-</b>	<b>833</b>	<b>833</b>	<b>0.0%</b>	<b>10,000</b>
Net Surplus (Deficit)	<u>\$ 833</u>	<u>\$ -</u>	<u>\$ 833</u>	833	-	833		-
<b>Fund balance as of Oct 01, 2022</b>				74,352	74,352	-		74,352
<b>Fund Balance as of Oct 31, 2022</b>				<u>\$ 75,186</u>	<u>\$ 74,352</u>	<u>\$ 833</u>		<u>\$ 74,352</u>

**Reserve Balances**

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Beach Club Reserve	\$74,353	\$833	\$0	\$0	\$75,186
<b>Total</b>	<b>\$74,353</b>	<b>\$833</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,186</b>

**Beach Club Fund - Loan**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Total Revenue / Other Sources	-	-	-	-	-	-	n/a	-
<b>Expenditures</b>								
Total Expenditures	-	-	-	-	-	-	n/a	-
Net Surplus (Deficit)	\$ -	\$ -	\$ -	-	-	-		-
Fund balance as of Oct 01, 2022				(165,492)	(165,492)	-		(165,492)
Fund Balance as of Oct 31, 2022				<u>\$ (165,492)</u>	<u>\$ (165,492)</u>	<u>\$ -</u>		<u>\$ (165,492)</u>

**Series 2018 Debt Service Fund (Valley National Bank)**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Special Assmnts- Tax Collector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ 698,412
Special Assmnts- Discounts	-	-	-	-	-	-	n/a	(27,936)
Interest - Investments	754	42	712	754	42	712	1694.2%	500
<b>Total Revenue / Other Sources</b>	<b>754</b>	<b>42</b>	<b>712</b>	<b>754</b>	<b>42</b>	<b>712</b>	<b>1694.2%</b>	<b>670,976</b>
<b>Expenditures</b>								
<b>Debt Service</b>								
Misc-Assessment Collection Cost	-	-	-	-	-	-	n/a	13,968
Principal Debt Retirement	-	-	-	-	-	-	n/a	440,000
Interest Expense	-	-	-	-	-	-	n/a	223,867
<b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>n/a</b>	<b>677,835</b>
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>n/a</b>	<b>677,835</b>
Net Surplus (Deficit)	<u>\$ 754</u>	<u>\$ 42</u>	<u>\$ 712</u>	754	42	712		(6,859)
Fund balance as of Oct 01, 2022				470,583	470,583	-		470,583
Fund Balance as of Oct 31, 2022				<u>\$ 471,337</u>	<u>\$ 470,625</u>	<u>\$ 712</u>		<u>\$ 463,724</u>

**Enterprise Fund - Breakdown by Utility Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Utility Services			Total	Total	Variance	%	Adopted
	Water	Sewer	Irrigation	YTD	YTD			
				Actuals	Budget	Fav (Unfav)	Variance	Budget
<b>Revenue / Other Sources</b>								
Base Charges for Services	\$ 38,622	\$ 109,696	\$ 18,527	\$ 166,844	\$ 166,391	\$ 453	0.3%	\$ 1,996,700
Usage Charges for Services	15,986	-	-	15,986	17,431	(1,445)	-8.3%	209,170
Standby Fees	-	555	-	555	525	30	5.7%	6,300
Meter Fees	-	-	-	-	83	(83)	-100.0%	1,000
Backflow Fees	-	-	-	-	2,522	(2,522)	-100.0%	30,259
Other Miscellaneous Revenues	457	2,082	-	2,539	983	1,556	158.3%	11,800
Interest - Investments	61	114	25	200	67	133	198.2%	800
<b>Total Revenue / Other Sources</b>	<b>55,126</b>	<b>112,446</b>	<b>18,552</b>	<b>186,124</b>	<b>188,002</b>	<b>(1,878)</b>	<b>-1.0%</b>	<b>2,256,029</b>
<b>Expenses</b>								
Administration	10,455	53,902	4,473	68,830	69,338	508	0.7%	230,906
Utility Services	216,346	44,760	5,240	266,346	136,764	(129,582)	-94.7%	1,641,123
Transfers Out	2,500	25,833	3,667	32,000	32,000	-	0.0%	384,000
<b>Total Expenses</b>	<b>229,301</b>	<b>124,495</b>	<b>13,380</b>	<b>367,176</b>	<b>238,102</b>	<b>(129,074)</b>	<b>-54.2%</b>	<b>2,256,029</b>
Net Profit (Loss)	<u>\$ (174,176)</u>	<u>\$ (12,049)</u>	<u>\$ 5,172</u>	(181,053)	(50,100)	(130,953)		-
<b>Net Position as of Oct 01, 2022</b>				7,768,132	7,768,132	-		7,768,132
<b>Net Position as of Oct 31, 2022</b>				<u>\$ 7,587,079</u>	<u>\$ 7,718,032</u>	<u>\$ (130,953)</u>		<u>\$ 7,768,132</u>

**Enterprise Fund - Water Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Water-Base Rate	\$ 38,622	\$ 38,308	\$ 314	\$ 38,622	\$ 38,308	\$ 314	0.8%	\$ 459,700
Water-Usage	15,986	17,431	(1,445)	15,986	17,431	(1,445)	-8.3%	209,170
Backflow Fees	-	2,522	(2,522)	-	2,522	(2,522)	-100.0%	30,259
Other Miscellaneous Revenues	457	150	307	457	150	307	204.7%	1,800
Interest - Investments	61	25	36	61	25	36	143.6%	300
<b>Total Revenue / Other Sources</b>	<b>55,126</b>	<b>58,436</b>	<b>(3,310)</b>	<b>55,126</b>	<b>58,436</b>	<b>(3,310)</b>	<b>-5.7%</b>	<b>701,229</b>
<b>Administration</b>								
P/R-Board of Supervisors	185	229	44	185	229	44	19.3%	2,745
Payroll-Project Manager	1,763	1,667	(96)	1,763	1,667	(96)	-5.8%	20,000
ProfServ-Engineering	-	417	417	-	417	417	100.0%	5,000
ProfServ-Legal Services	-	567	567	-	567	567	100.0%	6,800
ProfServ-Mgmt Consulting	456	456	(0)	456	456	(0)	0.0%	5,474
Auditing Services	-	-	-	-	-	-	n/a	3,060
Postage and Freight	-	26	26	-	26	26	100.0%	306
Insurance	8,051	7,391	(660)	8,051	7,391	(660)	-8.9%	7,391
Printing and Binding	-	28	28	-	28	28	100.0%	340
Legal Advertising	-	40	40	-	40	40	100.0%	485
Miscellaneous Services	-	79	79	-	79	79	100.0%	949
Office Supplies	-	9	9	-	9	9	100.0%	102
<b>Total Administration</b>	<b>10,455</b>	<b>10,909</b>	<b>454</b>	<b>10,455</b>	<b>10,909</b>	<b>454</b>	<b>4.2%</b>	<b>52,652</b>
<b>Utility Services</b>								
ProfServ-Utility Billing	795	856	61	795	856	61	7.1%	10,266
Contracts-Other Services	4,482	4,482	0	4,482	4,482	0	0.0%	53,783
Utility - Base Rate	12,764	12,764	0	12,764	12,764	0	0.0%	153,162
Utility - Water-Usage	22,000	24,935	2,935	22,000	24,935	2,935	11.8%	299,218
Utility-CCU Admin Fee	4	4	(0)	4	4	(0)	-7.3%	50
R&M-General	176,301	4,625	(171,676)	176,301	4,625	(171,676)	-3711.9%	55,500
Misc-Licenses & Permits	-	25	25	-	25	25	100.0%	300
Back Flow Preventors	-	2,522	2,522	-	2,522	2,522	100.0%	30,259
Misc-Contingency	-	1,337	1,337	-	1,337	1,337	100.0%	16,039
<b>Total Utility Services</b>	<b>216,346</b>	<b>51,550</b>	<b>(164,796)</b>	<b>216,346</b>	<b>51,550</b>	<b>(164,796)</b>	<b>-319.7%</b>	<b>618,577</b>
<b>Total Expenses</b>	<b>226,801</b>	<b>62,459</b>	<b>(164,342)</b>	<b>226,801</b>	<b>62,459</b>	<b>(164,342)</b>	<b>-263.1%</b>	<b>671,229</b>

**Enterprise Fund - Water Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Transfers Out</b>								
Reserve - Water System	2,500	2,500	-	2,500	2,500	-	0.0%	30,000
<b>Total Transfers Out</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>0.0%</b>	<b>30,000</b>
<b>Total Expenses &amp; Transfers</b>	<b>229,301</b>	<b>64,959</b>	<b>(164,342)</b>	<b>229,301</b>	<b>64,959</b>	<b>(164,342)</b>	<b>-253.0%</b>	<b>701,229</b>
Net Profit (Loss)	<u>\$ (174,176)</u>	<u>\$ (6,523)</u>	<u>\$ (167,653)</u>	<u>\$ (174,176)</u>	<u>\$ (6,523)</u>	<u>\$ (167,653)</u>		<u>\$ -</u>

**Enterprise Fund - Sewer Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	%	
<b>Revenue / Other Sources</b>								
Sewer Revenue	\$ 109,696	\$ 108,250	\$ 1,446	\$ 109,696	\$ 108,250	\$ 1,446	1.3%	\$ 1,299,000
Standby Fees	555	525	30	555	525	30	5.7%	6,300
Other Miscellaneous Revenues	2,082	833	1,249	2,082	833	1,249	150.0%	10,000
Interest - Investments	114	42	72	114	42	72	170.3%	500
<b>Total Revenue / Other Sources</b>	<b>112,446</b>	<b>109,650</b>	<b>2,796</b>	<b>112,446</b>	<b>109,650</b>	<b>2,796</b>	<b>2.6%</b>	<b>1,315,800</b>
<b>Expenses</b>								
<b>Administration</b>								
P/R-Board of Supervisors	468	579	111	468	579	111	19.2%	6,943
Payroll-Project Manager	2,256	2,167	(89)	2,256	2,167	(89)	-4.1%	26,000
ProfServ-Engineering	-	1,667	1,667	-	1,667	1,667	100.0%	20,000
ProfServ-Legal Services	-	1,467	1,467	-	1,467	1,467	100.0%	17,600
ProfServ-Mgmt Consulting	1,989	1,989	(0)	1,989	1,989	(0)	0.0%	23,870
Auditing Services	-	-	-	-	-	-	n/a	7,740
Postage and Freight	-	65	65	-	65	65	100.0%	775
Insurance	49,048	45,026	(4,022)	49,048	45,026	(4,022)	-8.9%	45,026
Printing and Binding	-	72	72	-	72	72	100.0%	860
Legal Advertising	-	-	-	-	-	-	n/a	3
Miscellaneous Services	140	200	60	140	200	60	30.0%	2,399
Office Supplies	-	25	25	-	25	25	100.0%	300
<b>Total Administration</b>	<b>53,902</b>	<b>53,257</b>	<b>(645)</b>	<b>53,902</b>	<b>53,257</b>	<b>(645)</b>	<b>-1.2%</b>	<b>151,516</b>
<b>Utility Services</b>								
ProfServ-Utility Billing	4,956	5,330	374	4,956	5,330	374	7.0%	63,962
Electricity - General	4,000	4,750	750	4,000	4,750	750	15.8%	57,000
Utility - Water & Sewer	357	292	(65)	357	292	(65)	-22.2%	3,500
Communication - Telephone	461	542	81	461	542	81	14.9%	6,500
Contracts-Other Services	27,926	27,926	0	27,926	27,926	0	0.0%	335,110
R&M-Sludge Hauling	3,993	6,385	2,392	3,993	6,385	2,392	37.5%	76,620
Maintenance - Security Systems	-	146	146	-	146	146	100.0%	1,750
R&M-General	228	20,833	20,605	228	20,833	20,605	98.9%	250,000
Misc-Licenses & Permits	-	12	12	-	12	12	100.0%	140
Misc-Bad Debt	-	292	292	-	292	292	100.0%	3,500
Misc-Contingency	191	2,350	2,159	191	2,350	2,159	91.9%	28,202
Op Supplies - Chemicals	2,649	2,333	(316)	2,649	2,333	(316)	-13.5%	28,000
<b>Total Utility Services</b>	<b>44,760</b>	<b>71,191</b>	<b>26,431</b>	<b>44,760</b>	<b>71,191</b>	<b>26,431</b>	<b>37.1%</b>	<b>854,284</b>
<b>Total Expenses</b>	<b>98,662</b>	<b>124,448</b>	<b>25,786</b>	<b>98,662</b>	<b>124,448</b>	<b>25,786</b>	<b>20.7%</b>	<b>1,005,800</b>

**Enterprise Fund - Sewer Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Transfers Out</b>								
Reserve - Sewer System	25,833	25,833	(0)	25,833	25,833	(0)	0.0%	310,000
<b>Total Transfers Out</b>	<b>25,833</b>	<b>25,833</b>	<b>(0)</b>	<b>25,833</b>	<b>25,833</b>	<b>(0)</b>	<b>0.0%</b>	<b>310,000</b>
<b>Total Expenses &amp; Transfers</b>	<b>124,495</b>	<b>150,281</b>	<b>25,786</b>	<b>124,495</b>	<b>150,281</b>	<b>25,786</b>	<b>17.2%</b>	<b>1,315,800</b>
Net Profit (Loss)	<u>\$ (12,049)</u>	<u>\$ (40,631)</u>	<u>\$ 28,582</u>	<u>\$ (12,049)</u>	<u>\$ (40,631)</u>	<u>\$ 28,582</u>		<u>\$ -</u>

**Enterprise Fund - Irrigation Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Irrigation-Base Rate	\$ 18,527	\$ 19,833	\$ (1,307)	\$ 18,527	\$ 19,833	\$ (1,307)	-6.6%	\$ 238,000
Meter Fees	-	83	(83)	-	83	(83)	-100.0%	1,000
Interest - Investments	25	-	25	25	-	25	n/a	-
<b>Total Revenue / Other Sources</b>	<b>18,552</b>	<b>19,916</b>	<b>(1,364)</b>	<b>18,552</b>	<b>19,916</b>	<b>(1,364)</b>	<b>-6.8%</b>	<b>239,000</b>
<b>Expenses</b>								
<b>Administration</b>								
P/R-Board of Supervisors	109	135	26	109	135	26	19.4%	1,616
Payroll-Project Manager	493	500	7	493	500	7	1.3%	6,000
ProfServ-Engineering	-	443	443	-	443	443	100.0%	5,320
ProfServ-Legal Services	-	417	417	-	417	417	100.0%	5,000
ProfServ-Mgmt Consulting	196	196	1	196	196	1	0.3%	2,346
Auditing Services	-	-	-	-	-	-	n/a	1,800
Postage and Freight	-	15	15	-	15	15	100.0%	180
Insurance	3,675	3,374	(301)	3,675	3,374	(301)	-8.9%	3,374
Printing and Binding	-	17	17	-	17	17	100.0%	200
Legal Advertising	-	24	24	-	24	24	100.0%	285
Miscellaneous Services	-	46	46	-	46	46	100.0%	557
Office Supplies	-	5	5	-	5	5	100.0%	60
<b>Total Administration</b>	<b>4,473</b>	<b>5,172</b>	<b>699</b>	<b>4,473</b>	<b>5,172</b>	<b>699</b>	<b>13.5%</b>	<b>26,738</b>
<b>Utility Services</b>								
ProfServ-Utility Billing	367	395	28	367	395	28	7.1%	4,738
Electricity - General	1,800	2,500	700	1,800	2,500	700	28.0%	30,000
Contracts-Other Services	2,069	2,069	0	2,069	2,069	0	0.0%	24,823
Utility - Water-Usage	1,000	3,667	2,667	1,000	3,667	2,667	72.7%	44,000
Utility-CCU Admin Fee	4	-	(4)	4	-	(4)	n/a	-
R&M-General	-	4,167	4,167	-	4,167	4,167	100.0%	50,000
Misc-Contingency	-	558	558	-	558	558	100.0%	6,701
Op Supplies - Chemicals	-	667	667	-	667	667	100.0%	8,000
<b>Total Utility Services</b>	<b>5,240</b>	<b>14,023</b>	<b>8,783</b>	<b>5,240</b>	<b>14,023</b>	<b>8,783</b>	<b>62.6%</b>	<b>168,262</b>
<b>Total Expenses</b>	<b>9,713</b>	<b>19,195</b>	<b>9,482</b>	<b>9,713</b>	<b>19,195</b>	<b>9,482</b>	<b>49.4%</b>	<b>195,000</b>

**Enterprise Fund - Irrigation Services**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Transfers Out</b>								
Reserves - Irrigation System	3,667	3,667	0	3,667	3,667	0	0.0%	44,000
<b>Total Transfers Out</b>	<b>3,667</b>	<b>3,667</b>	<b>0</b>	<b>3,667</b>	<b>3,667</b>	<b>0</b>	<b>0.0%</b>	<b>44,000</b>
<b>Total Expenses &amp; Transfers</b>	<b>13,380</b>	<b>22,862</b>	<b>9,482</b>	<b>13,380</b>	<b>22,862</b>	<b>9,482</b>	<b>41.5%</b>	<b>239,000</b>
Net Profit (Loss)	\$ 5,172	\$ (2,946)	\$ 8,118	\$ 5,172	\$ (2,946)	\$ 8,118		\$ -

**Enterprise Fund - Reserves**

**Statement of Revenues, Expenses and Changes in Net Position**

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance	
<b>Revenue / Other Sources</b>								
Transfer In - Water Services	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ -	0.0%	\$ 30,000
Transfer In - Sewer Services	25,833	25,833	0	25,833	25,833	0	0.0%	310,000
Transfer In - Irrigation Services	3,667	3,667	(0)	3,667	3,667	(0)	0.0%	44,000
Interest - Investments	3,753	-	3,753	3,753	-	3,753	n/a	-
<b>Total Revenue / Other Sources</b>	<b>35,753</b>	<b>32,000</b>	<b>3,753</b>	<b>35,753</b>	<b>32,000</b>	<b>3,753</b>	<b>11.7%</b>	<b>384,000</b>
<b>Expenses</b>								
<b>Water Services</b>								
Reserve - Water System	-	2,500	2,500	-	2,500	2,500	100.0%	30,000
<b>Total Water Services</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>	<b>100.0%</b>	<b>30,000</b>
<b>Sewer Services</b>								
Reserve - Sewer System	-	25,833	25,833	-	25,833	25,833	100.0%	310,000
<b>Total Sewer Services</b>	<b>-</b>	<b>25,833</b>	<b>25,833</b>	<b>-</b>	<b>25,833</b>	<b>25,833</b>	<b>100.0%</b>	<b>310,000</b>
<b>Irrigation Services</b>								
Reserves - Irrigation System	-	3,667	3,667	-	3,667	3,667	100.0%	44,000
<b>Total Irrigation Services</b>	<b>-</b>	<b>3,667</b>	<b>3,667</b>	<b>-</b>	<b>3,667</b>	<b>3,667</b>	<b>100.0%</b>	<b>44,000</b>
<b>Total Expenses</b>	<b>-</b>	<b>32,000</b>	<b>32,000</b>	<b>-</b>	<b>32,000</b>	<b>32,000</b>	<b>100.0%</b>	<b>384,000</b>
Net Profit (Loss)	<u>\$ 35,753</u>	<u>\$ -</u>	<u>\$ 35,753</u>	35,753	-	35,753		-
Net Position as of Oct 01, 2022				1,930,009	1,930,009	-		1,930,009
Net Position as of Oct 31, 2022				<u>\$ 1,965,762</u>	<u>\$ 1,930,009</u>	<u>\$ 35,753</u>		<u>\$ 1,930,009</u>

**Reserve Balances**

Reserve Name	Beg Bal.	Additions	Interest	Expenses	Ending Bal.
Water Services Reserve	\$336,992	\$2,500	\$740	\$0	\$340,232
Sewer Services Reserve	\$1,184,102	\$25,833	\$2,638	\$0	\$1,212,573
Irrigation Services Reserve	\$168,248	\$3,667	\$375	\$0	\$172,290
Emergency Reserve	\$240,667	\$0	\$0	\$0	\$240,667
<b>Total</b>	<b>\$1,930,009</b>	<b>\$32,000</b>	<b>\$3,753</b>	<b>\$0</b>	<b>\$1,965,761</b>

Shared Services

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending October 31, 2022

(8.33% Yr Complete)

Description	Current Month			Year-to-Date				Adopted Budget	
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	% Variance		
<b>ALLOCATIONS</b>									
<b>Total Payroll - Board</b>	\$ 1,077	\$ 1,335	\$ 259	\$ 1,077	\$ 1,335	\$ 259	19.4%	\$ 16,000	
Allocated to GF (Activity Ctr)	(135)	(167)	(32)	(135)	(167)	(32)	19.4%	(2,000)	
Allocated to Water	(185)	(229)	(44)	(185)	(229)	(44)	19.3%	(2,745)	
Allocated to Sewer	(468)	(579)	(111)	(468)	(579)	(111)	19.2%	(6,943)	
Allocated to Irrigation	(109)	(135)	(26)	(109)	(135)	(26)	19.4%	(1,616)	
<b>Balance in General Fund (Admin)</b>	<b>181</b>	<b>225</b>	<b>44</b>	<b>181</b>	<b>225</b>	<b>44</b>	<b>19.7%</b>	<b>2,696</b>	
<b>Total Payroll - Salaries</b>	\$ 27,440	\$ 36,144	\$ 8,704	\$ 27,440	\$ 36,144	\$ 8,704	24.1%	\$ 433,719	
Allocated to GF (Activity Ctr Salaries)	(1,959)	(2,055)	(96)	(1,959)	(2,055)	(96)	4.7%	(24,656)	
Allocated to GF (Activity Ctr Maint.)	(1,078)	(1,449)	(371)	(1,078)	(1,449)	(371)	25.6%	(17,391)	
Allocated to GF (Env. Srv. Gatehouse)	(15,137)	(20,467)	(5,331)	(15,137)	(20,467)	(5,331)	26.0%	(245,609)	
Allocated J. Mercer to Water	(1,763)	(1,667)	96	(1,763)	(1,667)	96	-5.8%	(20,000)	
Allocated J. Mercer to Sewer	(2,256)	(2,167)	89	(2,256)	(2,167)	89	-4.1%	(26,000)	
Allocated J. Mercer to Irrigation	(493)	(500)	(7)	(493)	(500)	(7)	1.3%	(6,000)	
Allocated to Beach Club- Attendants	(3,428)	(6,195)	(2,767)	(3,428)	(6,195)	(2,767)	44.7%	(74,339)	
<b>Balance in General Fund (Admin)</b>	<b>1,326</b>	<b>1,644</b>	<b>318</b>	<b>1,326</b>	<b>1,644</b>	<b>318</b>	<b>19.3%</b>	<b>19,724</b>	
<b>Total Inframark Contract</b>	9,773	9,773	(0)	9,773	9,773	(0)	0.0%	117,277	
Allocated to Beach Club	(429)	(429)	0	(429)	(429)	0	0.0%	(5,150)	
Allocated to Water	(456)	(456)	0	(456)	(456)	0	0.0%	(5,474)	
Allocated to Sewer	(1,989)	(1,989)	0	(1,989)	(1,989)	0	0.0%	(23,870)	
Allocated to Irrigation	(196)	(196)	(1)	(196)	(196)	(1)	0.3%	(2,346)	
<b>Balance in General Fund (Admin)</b>	<b>6,703</b>	<b>6,703</b>	<b>-</b>	<b>6,703</b>	<b>6,703</b>	<b>-</b>	<b>0.0%</b>	<b>80,437</b>	
<b>Total Insurance Expense</b>	137,366	126,098	(11,268)	137,366	126,098	(11,268)	-8.9%	126,101	
Allocated to GF (Activity Ctr)	(34,971)	(32,100)	2,871	(34,971)	(32,100)	2,871	-8.9%	(32,103)	
Allocated to Beach Club	(19,058)	(17,495)	1,563	(19,058)	(17,495)	1,563	-8.9%	(17,495)	
Allocated to Water	(8,051)	(7,391)	660	(8,051)	(7,391)	660	-8.9%	(7,391)	
Allocated to Sewer	(49,048)	(45,026)	4,022	(49,048)	(45,026)	4,022	-8.9%	(45,026)	
Allocated to Irrigation	(3,675)	(3,374)	301	(3,675)	(3,374)	301	-8.9%	(3,374)	
<b>Balance in General Fund (Admin)</b>	<b>22,562</b>	<b>20,712</b>	<b>(1,850)</b>	<b>22,562</b>	<b>20,712</b>	<b>(1,850)</b>	<b>-8.9%</b>	<b>20,712</b>	

# **Eleventh Order of Business**

**11Ai**



November 3, 2022

Via email to [srudacille@blalockwalters.com](mailto:srudacille@blalockwalters.com)

Scott E. Rudacille, Esq.  
Blalock Walters, Attorneys at Law  
802 11th Street West  
Bradenton, FL 34205

Re: Riverwood Community Association, Inc. – Hurricane Clean Up and CDD obligations

Dear Scott:

As a result of hurricane Ian and pursuant to an action taken by both RCA and CDD board members in response to the level of tree debris present on Riverwood roadways, it was decided after consideration for the safety of all Riverwood residents, that a full scale, all-inclusive cleanup effort would take place effective 10/1/2022.

Since the RCA had already begun cleanup of RCA & CDD common areas effective 9/30/22 pursuant to the Brightview Pre-Authorization Cleanup Agreement, made part of the 22-26 Brightview Landscape Maintenance Contract, a phone call was made to Brightview management to bring in enough sub-contractors under their leadership to do the work (a copy of this pre-Authorization Post-Storm Clean Up Agreement is attached).

During the next several weeks, joint RCA/CDD meetings were held with Brightview management to monitor and control the costs and work plan. At no point in these meetings was liability for the cost discussed. The two (2) boards were acting in unity for the best cleanup efforts possible. Brightview had two (2) on-site contractor members keeping tabs on the equipment and man hours being utilized. Greg Gipp, CDD Supervisor, was extraordinarily helpful with directing the plan and coordinating the use of the CDD property for tree debris collection site. William Veater, as RCA field manager, assisted daily with map distribution and directing crews to common areas and away from private property. In summation Brightview praised our efforts and cooperation.

Now three (3) invoices have been received and are attached, along with two (2) spread sheets from Brightview showing each day of the cleanup efforts: 9/30/22 to 10/27/22. Spread sheet #1, in the amount of \$1,156,720.00, goes with the invoices of \$38,835.00 and \$1,117,885.00. Spread sheet #2 goes with invoice \$192,035.00. These invoices total \$1,348,755.00.

As you are aware, the Community Development District Systems and Facilities Operations, Landscape Maintenance and Activities Center Agreements ("Agreement") states that the Association is "not responsible for large-scale replacement of trees or landscape material, or clean-up, associated with a catastrophic event such as a hurricane, fire, flood, or disease outbreak" on CDD property.

Experience You Can Trust

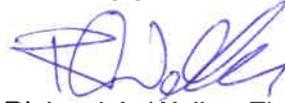
**BRADENTON**  
1401 8th Avenue West  
Bradenton, FL 34205

+ (941) 748-2216 **PHONE**  
+ (941) 748-2218 **FAX**  
+ [INFO@NAJMYTHOMPSON.COM](mailto:INFO@NAJMYTHOMPSON.COM)

**BRADENTON** | 941.748.2216  
**LAKEWOOD RANCH** | 941.907.3999  
**SARASOTA** | 941.907.3999  
**NEW YORK** | 212.220.6616

The Association requests that the CDD collaborate with us to come to a reasonable distribution of these expenses between the two parties, and that the distribution be documented in writing. The Association believes in a fair and timely settlement of this matter and thanks you in advance for your prompt attention to it. Please let me know if you have any questions.

Sincerely yours,



Richard A. Weller, Firm Principal  
Email: [rweiler@najmythompson.com](mailto:rweiler@najmythompson.com)

Enclosures

cc: Riverwood Community Association, Inc.

Let us Help you  
Weather the Storm.



Hurricane season is upon us again. No matter what Mother Nature may bring, your BrightView team is looking out for you. To ensure we're able to provide you with a swift and seamless response following severe weather, we recommend the following: ▼

- ▶ **Pre-Authorize Post-Storm Clean Up**  
Pre-authorization of hurricane clean-up services allows us to immediately begin work post-storm, getting you back to business-as-usual as soon as possible. Learn more below about the action plan we mobilize on your behalf, and indicate your authorization with a signature below.
- ▶ **Keep us Apprised of your Insurance Requirements**  
Let us know any special needs or requirements your insurance carrier may have for documenting damages or corrective actions resulting from a storm. Our team will help make your job easier by photographing representative damage and journaling manpower, equipment, and the work provided in our repairs.
- ▶ **Let us Know How to Reach You**  
Previous years' storms have shown us how vulnerable communications can be during and after severe weather. Update your contact information on the following page so we can keep you apprised during emergency response situations.
- ▶ **Prepare your Trees**  
Most maintenance contracts cover tree pruning to provide traffic clearance, but this doesn't prepare trees for hurricanes or excessive wind. Dramatically reduce the risk of damage and injury by structurally pruning weak or dead branches and opening canopies to reduce resistance. Schedule an assessment with our certified arborists to ensure your trees are ready.

**Have Peace Of Mind With Pre-Authorized Storm Clean-Up.**

Your BrightView team has an action plan that proactively addresses your needs in an emergency situation. With pre-authorized clean-up, we're on the ground canvassing your property to assess damage as soon as the storm has passed, and quickly dispatch the appropriate landscape and tree care services teams to address your needs, prioritizing safety first:

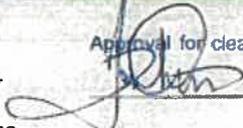
- ▶ Vehicle access is cleared, allowing emergency personnel access.
- ▶ Debris from structural dwellings that may pose immediate risk is cleared.
- ▶ Plant material that may have a chance of surviving is replanted
- ▶ Hazardous damaged limbs that remain in trees are trimmed and removed.
- ▶ Tree limbs, rootballs, or large wood debris remaining on the ground is chipped and removed.
- ▶ Final restoration of any remaining damages or losses resulting from the storm is performed.

To expedite clean-up efforts, we leverage our national resources to bring in additional teams from outside the area. Normal maintenance operations can typically resume the following week for all but the most severely debris-impacted properties. If you would like to pre-approve BrightView to perform clean-up operations as detailed above, sign where indicated. Our emergency rates are also listed for your review. Dump expenses range based on the material, size and weight

[www.brightview.com](http://www.brightview.com)

2021 Version

Approval for clean-up services:

  
\_\_\_\_\_  
Sign

Frank Anastasi, LPA Manager  
Print Name / Title

Riverwood Community Association Inc  
Property Name

6/29/2021  
Date

Emergency contact numbers:

William Venier  
Name

443-878-5220 (Cell)  
Phone

Frank Anastasi  
Name

941-740-2518  
Phone

**Hurricane Price List**

General Labor	\$65 / per hour / per man
Tree Trimming Crew W/ Lift or Bucket Truck	\$150 / per hour / per man
Skid Loader or Small Backhoe & Operator	\$150 / per hour
Large Loader & Operator	\$250 / per hour
Dump Fees (if necessary)	TBD. quote
Stumps	Price varies by size
Tree Men / Climbers	\$150 / per hour / per man
Chipper & Operator	\$150 / per hour

<b>RIVERWOOD - JASON</b>	RATE	9/29/2022	9/30/2022	10/1/2022	10/2/2022	10/3/2022	10/4/2022	10/5/2022	10/6/2022	10/7/2022	10/8/2022	10/9/2022	10/10/2022	10/11/2022	10/12/2022	10/13/2022
Loader	\$ 150.00		5	10		10										
Chainsaw	\$ 150.00		5	54		18										
Ground	\$ 65.00		5	27		36										
Grapple	\$ 5,000.00			1		1										
Trailer	\$ 3,000.00															

<b>RIVERWOOD - LLV</b>	RATE	9/29/2022	9/30/2022	10/1/2022	10/2/2022	10/3/2022	10/4/2022	10/5/2022	10/6/2022	10/7/2022	10/8/2022	10/9/2022	10/10/2022	10/11/2022	10/12/2022	10/13/2022
Loader/	\$ 150.00			21	60	108	57	114	140	147	128	138	118	60	60	70
Bucket Truck	\$ 150.00			21	91	92	104	166	203.5	198	194	203	185	20	9	60
Ground	\$ 65.00			21	91	184	208	332	407	396.25	389.25	406.5	371	346	157	120
Grapple	\$ 5,000.00					1		1	2	2	3	3	3	1		1
Trailer	\$ 3,000.00				2	3	3	8	9	9	7	8	8	8	4	4

<b>RIVERWOOD - BV</b>	RATE	9/29/2022	9/30/2022	10/1/2022	10/2/2022	10/3/2022	10/4/2022	10/5/2022	10/6/2022	10/7/2022	10/8/2022	10/9/2022	10/10/2022	10/11/2022	10/12/2022	10/13/2022
Loader	\$ 150.00		5	5		5	21	21	21	20			10	10	10	
Chainsaw	\$ 150.00		18	30		20	31.5	31.5	31.5							
Ground	\$ 65.00		36	30		142	207	234	252				252	252	252	207
Grapple	\$ 5,000.00															
Trailer	\$ 3,000.00						2	2	2							

<b>RIVERWOOD - RAMCO</b>	RATE	9/29/2022	9/30/2022	10/1/2022	10/2/2022	10/3/2022	10/4/2022	10/5/2022	10/6/2022	10/7/2022	10/8/2022	10/9/2022	10/10/2022	10/11/2022	10/12/2022	10/13/2022
Loader	\$ 150.00															
Chainsaw	\$ 150.00															
Ground	\$ 65.00					90	90	90	90	90			90	90	90	
Grapple	\$ 5,000.00															
Trailer	\$ 3,000.00															

large link belt excavator \$ 5,000.00



				\$ 29,720.00
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10/12/2022	10/13/2022	10/14/2022	10/17/2022
\$ 9,000.00	\$ 10,500.00	\$ -	\$ -
\$ 1,350.00	\$ 9,000.00	\$ -	\$ -
\$ 10,205.00	\$ 7,800.00	\$ -	\$ -
\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
\$ 12,000.00	\$ 12,000.00	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 32,555.00	\$ 44,300.00	\$ 5,000.00	\$ 5,000.00
\$ 952,010.00			

10/12/2022	10/13/2022	10/14/2022	10/15/2022
\$ 1,500.00	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 16,380.00	\$ 13,455.00	\$ 13,455.00	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 17,880.00	\$ 13,455.00	\$ 13,455.00	\$ -
\$ 178,190.00			

10/12/2022	10/13/2022	10/14/2022	10/15/2022
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 5,850.00	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 5,850.00	\$ -	\$ -	\$ -
\$ 46,800.00			

\$ 56,285.00	\$ 57,755.00	\$ 18,455.00	\$ 5,000.00	\$ 1,206,720.00
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credit for Maintenance      \$50,000  
total                                      \$ 1,156,720.00

# BrightView

Landscape Services

550 Theresa Blvd  
 Port Charlotte, FL 33954  
 Phone (941) 249.9831 Fax (941) 249.9834  
**Contract and Authorization for Extra Work**

Client/Owner's Business Name: Riverwood Community Association Board	Date: 10/10/2022	Contract/ALW No. 7946613
Client/Owner's Billing Address: 4250 Riverwood Dr Port Charlotte FL 33953	Job Name: Riverwood Community Association	Job Number 344300073
Client Contact:	Job Site Address: 4250 Riverwood Drive Port Charlotte FL 33953	
Client/Job site phone no. ( ) Client Fax #: Client Email:	BrightView Landscape Services Representative	

**Scope of Work to Perform:**  
 Project Name: IAN CLEANUP  
 Project Description: HURRICANE CLEANUP

Line Number	Description	Quantity	UOM	Unit Price	Extended Amount
		1.000	EA	1,117,885.0000	1,117,885.00
			Tax:		
				Total:	1,117,885.00

### Final - This is Not an Invoice

Instructions: No work is to be performed without this written authorization being correctly completed and signed by the authorized agent of the Contractor or Owner. This MUST be submitted to your branch office promptly.

Instructions to Contractor or Owner: This Sales Quote properly signed by your agent has been accepted as authorization to perform the work. An invoice will be forwarded to your office for payment when the work is completed. All work will be performed in accordance with the "General Terms and Conditions" which are printed on, attached and are incorporated herein by reference.

X

Approved by BrightView Representative

X

Approved by Client Representative

Date

# INVOICE



**Sold To:** 1144897  
Riverwood Community Association Board  
4250 Riverwood Dr  
Port Charlotte FL 33953

**Customer #:** 1144897  
**Invoice #:** 8126796  
**Invoice Date:** 10/17/2022  
**Sales Order:** 7946613  
**Cust PO #:**

**Project Name:** IAN CLEANUP  
**Project Description:** HURRICANE CLEANUP

Job Number	Description	Amount
344300071	Riverwood Community Associatio	1,117,885.00
<b>Total Invoice Amount</b>		1,117,885.00
<b>Taxable Amount</b>		1,117,885.00
<b>Tax Amount</b>		
<b>Balance Due</b>		1,117,885.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 941 249.9831

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account #: 1144897  
Invoice #: 8126796  
Invoice Date: 10/17/2022

**Amount Due: \$ 1,117,885.00**

*Thank you for allowing us to serve you*

Please reference the invoice # on your  
check and make payable to

Riverwood Community Association Board  
4250 Riverwood Dr  
Port Charlotte FL 33953

BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

# BrightView

Landscape Services

550 Theresa Blvd  
 Port Charlotte, FL 33954  
 Phone (941) 249.9831 Fax (941) 249.9831  
**Contract and Authorization for Extra Work**

Client/Owner's Business Name: Riverwood Community Association Board	Date: 10/12/22	Contract/AEW No: 7940586
Client/Owner's Billing Address: 6250 Riverwood Dr Port Charlotte FL 33953	Job Name: Riverwood Community Association	Job Number: 344300071
Client Contact:	Job Site Address: 6250 Riverwood Drive Port Charlotte FL 33953	
Client/Job site phone no: ( ) Client Fax # Client Email	BrightView Landscape Services Representative	

Scope of Work to Perform:  
 Project Name: LAN CLEANUP  
 Project Description: HURRICANE CLEANUP

Line Number	Description	Quantity	UOM	Unit Price	Extended Amount
2.000	HURRICANE CLEANUP	1.000	EA	38,835.0000	38,835.00
Tax:				Total:	38,835.00

## Final - This is Not an Invoice

Instructions: No work is to be performed without this written authorization being correctly completed and signed by the authorized agent of the Contractor or Owner. This MUST be submitted to your branch office promptly.

Instructions to Contractor or Owner: This Sales Quote properly signed by your agent has been accepted as authorization to perform the work. An invoice will be forwarded to your office for payment when the work is completed. All work will be performed in accordance with the "General Terms and Conditions" which are printed on, attached and are incorporated herein by reference.

X

Approved by BrightView Representative

X

Approved by Client Representative

Date

# INVOICE

**BrightView**

Landscape Services

**Sold To:** 11444897  
Riverwood Community Association Board  
4250 Riverwood Dr  
Port Charlotte FL 33953

**Customer #:** 11444897  
**Invoice #:** 8121574  
**Invoice Date:** 10/7/2022  
**Sales Order:** 7940586  
**Cust PO #:**

**Project Name:** LAN CLEANUP  
**Project Description:** HURRICANE CLEANUP

Job Number	Description	Amount
114309071	Riverwood Community Association HURRICANE CLEANUP	38,835.00
<b>Total Invoice Amount</b>		38,835.00
<b>Taxable Amount</b>		38,835.00
<b>Tax Amount</b>		
<b>Balance Due</b>		38,835.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 911 249-0831

*Please detach and mail with your payment*

## Payment Stub

Customer Account #: 11444897  
Invoice #: 8121574  
Invoice Date: 10/7/2022

**Amount Due: \$ 38,835.00**

*Thank you for allowing us to serve you*

Please reference the invoice # on your  
check and make payable to

Riverwood Community Association Board  
4250 Riverwood Dr  
Port Charlotte FL 33953

BrightView Landscape Services, Inc  
P.O. Box 740655  
Atlanta, GA 30374-0655

RIVERWOOD - LLV	RATE		10/18/2022	10/19/2022	10/20/2022
Loader	\$ 150.00			24	30
grinder	\$ 150.00		5	8	8
Ground	\$ 65.00		60	96	180
Grapple	\$ 5,000.00		0.5	1	1
Trailer	\$ 3,000.00			1	2
Large link Excavador	\$5,000.00			1	1
RIVERWOOD - BV	RATE		10/18/2022	10/19/2022	10/20/2022
Loader	\$ 150.00				
Chainsaw	\$ 150.00				
Ground	\$ 65.00		50	50	50
Grapple	\$ 5,000.00				
Trailer	\$ 3,000.00				



10/28/2022	10/29/2022		10/18/2022	10/19/2022	10/20/2022
			\$ -	\$ 3,600.00	\$ 4,500.00
			\$ 750.00	\$ 1,200.00	\$ 1,200.00
			\$ 3,900.00	\$ 6,240.00	\$ 11,700.00
			\$ 2,500.00	\$ 5,000.00	\$ 5,000.00
			\$ -	\$ 3,000.00	\$ 6,000.00
			\$ -	\$ 5,000.00	\$ 5,000.00
			\$ 7,150.00	\$ 24,040.00	\$ 33,400.00
10/28/2022	10/29/2022		10/18/2022	10/19/2022	10/20/2022
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ 3,250.00	\$ 3,250.00	\$ 3,250.00

10/21/2022	10/22/2022	10/23/2022	10/24/2022	10/25/2022	10/26/2022
\$ 2,250.00	\$ 6,150.00	\$ 4,800.00	\$ 4,500.00	\$ 4,800.00	\$ 3,750.00
\$ 1,200.00	\$ 750.00	\$ 750.00	\$ 1,200.00	\$ 1,200.00	\$ -
\$ 11,700.00	\$ 4,550.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 2,275.00
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
\$ 6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 26,150.00	\$ 22,450.00	\$ 17,450.00	\$ 12,600.00	\$ 12,900.00	\$ 11,025.00
10/21/2022	10/22/2022	10/23/2022	10/24/2022	10/25/2022	10/26/2022
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 3,250.00	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 3,250.00	\$ -	\$ -	\$ -	\$ -	\$ -

			total
10/27/2022	10/28/2022	10/29/2022	
\$ 3,900.00	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ 3,250.00	\$ -	\$ -	
\$ 5,000.00	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ 12,150.00	\$ -	\$ -	\$ 179,315.00
10/27/2022	10/28/2022	10/29/2022	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ 13,000.00
			\$ 192,315.00



**INVOICE**

Riverwood Community Association Board  
4250 Riverwood Drive  
Port Charlotte, FL 33953

Customer #: 11444897  
Invoice #: 8121574-BB  
Invoice Date: 10/31/2022  
Sales Order: 7940586-BB  
Cust PO #:

Job Number	Description	Amount
344300071	Riverwood Community Association Hurricane Ian Cleanup	192,315.00
<b>Total Invoice Amount</b>		<b>192,315.00</b>
Tax amount		
<b>Balance due</b>		<b>192,315.00</b>

Terms: Net 15 Days

If you should have any questions regarding this invoice, please call Adien at 941-473-3800

*Please detach stub and remit with your payment*

**Payment Stub**

Customer Account#: 11444897  
Invoice #: 8121574-BB  
Invoice Date: 10/31/2022

<b>Amount Due:</b>	<b>\$192,315.00</b>
--------------------	---------------------

*Thank you for allowing us to serve you.*

Please reference the invoice # on your check  
and make payable to:

Riverwood Community Association Board  
4250 Riverwood Drive  
Port Charlotte, FL 33953

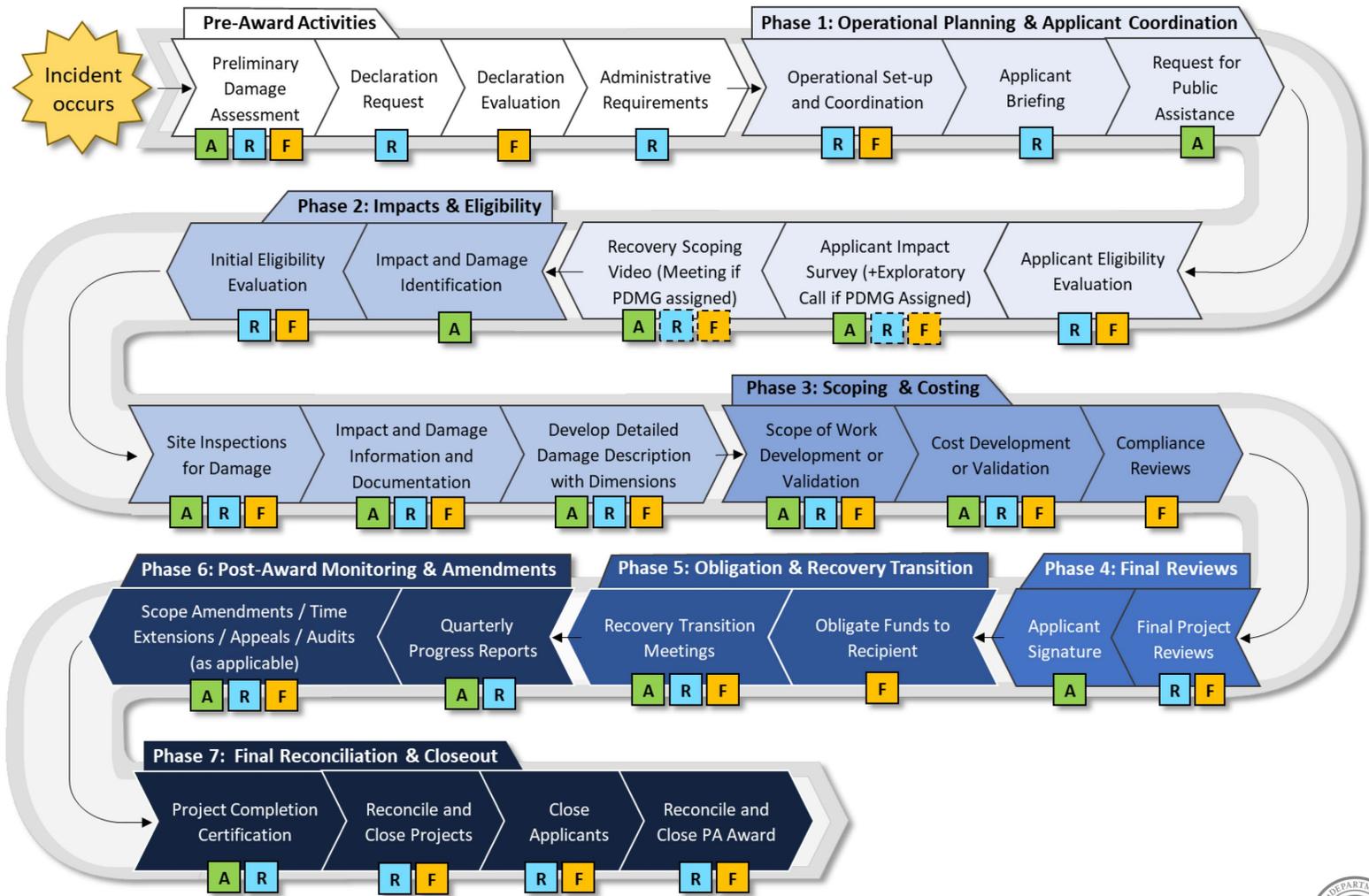
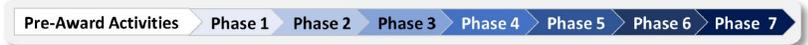
BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

**11Aii**



# FEMA Public Assistance National Workflow

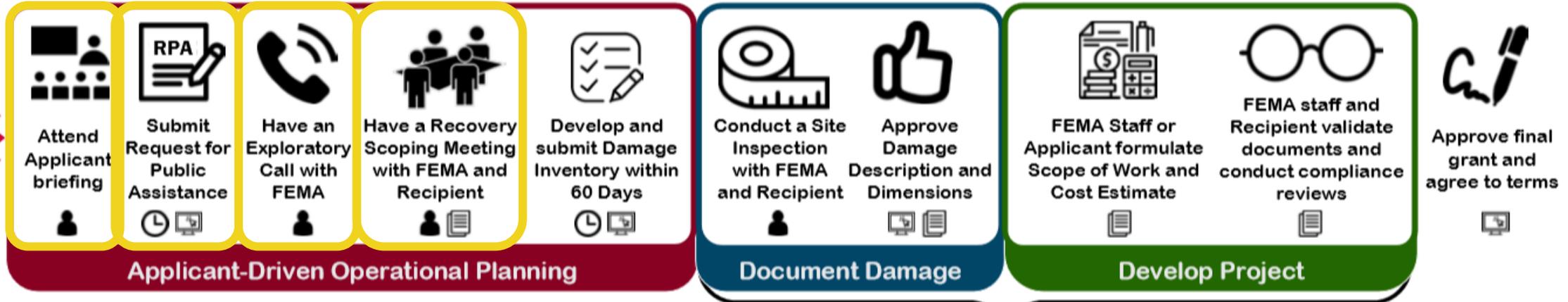
## FEMA Public Assistance National Workflow PROGRAM DELIVERY PROCESS STEPS





# Public Assistance (PA) Award Process

Disaster declared



- Applicant presence required
- Regulatory deadline
- Approve materials online
- Documentation required

Complete for each project according to project requirements