



Rizzetta & Company

# Riverwood Estates Community Development District

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**Board of Supervisors  
Landowner Meeting  
November 17, 2022**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544  
813-994-1001**

[www.lakepadgettisd.org](http://www.lakepadgettisd.org)

**RIVERWOOD ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>Board of Supervisors</b>	Patricia Buck Jennifer Orsi Julie Vitale Michelle Berry Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Jayna Cooper	DM, Rizzetta & Company, Inc.
<b>District Counsel</b>	Wes Haber	Kutak Rock

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF  
RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT  
FOR THE ELECTION OF SUPERVISORS

DATE OF LANDOWNERS' MEETING: Thursday, November 17, 2022

TIME: 12:00 p.m.

LOCATION: Sunfield Homes, Inc., 3600 Galileo Drive, Suite 104, Trinity, FL 34655

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("District") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("Board") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT  
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL 33544**

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November 9, 2022

**Board of Supervisors  
Riverwood Estates  
Community Development District**

**FINAL AGENDA**

Dear Board Members:

The **Landowners' Meeting of Riverwood Estates Community Development District will be held on November 17, 2022 at 12:00 p.m.** at the office of Sunfield Homes, Inc., located at 3600 Galileo Drive, Suite 04, Trinity, Florida 34655. The following is the Final Agenda for this meeting:

**LANDOWNERS' MEETING**

1. Call To Order/Roll Call
2. Election of Chairman for Purpose of Conducting Landowners' Election
3. Determination of Number of Voting Units Represented
4. Nominations for Positions of Supervisors
5. Casting Ballots
6. Tabulation of Ballots
7. Landowners' Questions and Comments
8. Adjournment

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact the office at (813) 994-1001.

Sincerely,

*Jayna Cooper*  
District Manager