

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS MEETING

NOVEMBER 3, 2016

**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
NOVEMBER 3, 2016 at 10:00 a.m.**

At the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, 33544

District Board of Supervisors	Patricia Buck Jennifer Orsi Julie Vitale Michelle Orsi Paula Orsi	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	DM, Rizzetta & Company, Inc.
District Counsel	Wes Haber	Hopping, Green & Sams, P.A.
District Engineer	Steve Wasson	Florida Design Consultants, Inc.

All Cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of five different sections:

The meeting will begin promptly at **10:00 a.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 994-1001 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

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

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

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

November 2, 2016

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

AGENDA

Dear Board Members:

The Landowners' Meeting of the Riverwood Estates Community Development District will be held on **Thursday, November 10, 2016 at 10:00 a.m.**, at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. The following is the agenda for the meeting:

LANDOWNERS' MEETING

- 1. CALL TO ORDER**
- 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 OF BALLOTS**
- 6. TABULATION OF BALLOTS**
- 7. LANDOWNERS' QUESTIONS AND COMMENTS**
- 8. ADJOURNMENT**

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

November 2, 2016

Board of Supervisors
Riverwood Estates
Community Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors' of Riverwood Estates Community Development District will be held on **Thursday, November 10, 2016 at 10:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes, July 14, 2016Tab 1
 - B. Consideration of O&M, July, August, September 2016Tab 2
 - C. Consideration of Resolution 2017-01,
Re-designating Assistant TreasurerTab 3
 - D. Consideration of Resolution 2017-02, Re-designating SecretaryTab 4
 - E. Consideration of Resolution 2017-03, Canvassing & Certifying Results
of Landowner Elected SupervisorsTab 5
 - F. Administer Oath to Newly Elected Supervisors
 - G. Consideration of Resolution 2017-04, Re-Designating OfficersTab 6
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 5. SUPERVISOR REQUESTS**
- 6. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Angel Montagna

Angel Montagna
District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Audit Review Committee of the Riverwood Estates Community Development District was held on **Thursday, July 14, 2016 at 10:12 a.m.**, at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

Patricia Buck	Board Supervisors, Chairman
Jennifer Orsi	Board Supervisor, Vice Chairman
Michelle Orsi	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, HGS <i>via phone</i>

FIRST ORDER OF BUSINESS **Call to Order**

Mr. Huber called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS **Audience Members**

No audience members present.

THIRD ORDER OF BUSINESS **Consideration of Audit Committee Rankings**

Mr. Huber introduced the four audit proposals and reviewed the individual Committee members' rankings. Mr. Huber reviewed the total rankings as Berger, Toombs, Elam, Gaines & Frank at 296, Carr, Riggs & Ingram at 281, Grau & Associates at 276, and McDirmit Davis at 275.

On a Motion by Ms. M. Orsi, seconded by Ms. Buck, with all in favor, the Audit Committee authorized staff to recommend Berger, Toombs, Elam, Gaines & Frank as Auditor for Riverwood Estates Community Development District.
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SIXTH ORDER OF BUSINESS **Supervisor Requests**

No supervisor requests.

EIGHTH ORDER OF BUSINESS

Adjournment

<p>On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors adjourned the meeting at 10:14 a.m. for Riverwood Estates Community Development District.</p>
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Secretary/Assistant Secretary

Chairman/Vice Chairman

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverwood Estates Community Development District was held on **Thursday, July 14, 2016 at 10:14 a.m.**, at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

Patricia Buck	Board Supervisors, Chairman
Jennifer Orsi	Board Supervisor, Vice Chairman
Michelle Orsi	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, HGS <i>via phone</i>

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Members

No audience members present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held on
June 9, 2016**

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's Regular Meeting held on June 9, 2016 as presented for Riverwood Estates Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Audit
Committee Meeting held on June 9, 2016**

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

July 14, 2016 Meeting Minutes

Page 2

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved the minutes of the Audit Committee Meeting held on June 9, 2016 as presented for Riverwood Estates Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for June 2016

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for June 2016 (\$808.80) as presented for Riverwood Estates Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2016-02, Appointing Assistant Secretary

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved Resolution 2016-02, Appointing Assistant Secretary for Riverwood Estates Community Development District.

SEVENTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2016-2017 Final Budget

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors opened the public hearing for Riverwood Estates Community Development District.

No audience present. Mr. Huber presented the Final Budget Packet.

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors closed the public hearing for Riverwood Estates Community Development District.

1. Consideration of Resolution 2016-03, Approving Final Budget

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved Resolution 2016-03, Approving Final Budget for Riverwood Estates Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2016-04, Annual Meeting Schedule

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors approved Resolution 2016-04, Annual Meeting Schedule as presented for Riverwood Estates Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation

Mr. Huber presented the Audit Committee Recommendation and the rankings of the Audit Committee members.

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors accepted the Audit Committee Recommendation and adopted the Audit Committee rankings for Riverwood Estates Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No Report

B. District Engineer
Not Present

C. District Manager
Mr. Huber announced the next meeting will be August 11, 2016 at 10:00 a.m. at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. Board directed staff to cancel August meeting.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Buck, seconded by Ms. M. Orsi, with all in favor, the Board of Supervisors adjourned the meeting at 10:20 a.m. for Riverwood Estates Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures July 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2016 through July 31, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,666.59**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverwood Estates Community Development District
Paid Operation & Maintenance Expenditures
July 1, 2016 Through July 31, 2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
AutoOwners	001285	010962772 07/16	General Liability Insurance 07/16-07/17	\$ 1,066.00
Rizzetta & Co, Inc.	001282	3355	District Manangement Services 07/16	\$ 416.66
Rizzetta Technology Services, LLC.	001283	INV0000001404	Website Hosting Services 07/16	\$ 100.00
Stahl & Associates Insurance	001286	070516 POL Renewal	Public Officials Liability Insurance 07/28/16 - 7/28/17	\$ 2,012.00
Times Publishing Company	001284	315045 06/17/16	Legal Advertising 06/16	<u>\$ 71.93</u>
Report Total				<u>\$ 3,666.59</u>

12-0049-00



STAHL & ASSOCIATES INSURANCE
3939 TAMPA RD
OLDSMAR FL 34677-3104
INVOICE

P.O. Box 30315, Lansing, Michigan 48909-7815
Phone 1-800-288-8740
www.auto-owners.com

Please contact your agent with questions at:
(727) 784-8554

Billing Account Information	
Statement Date	06-23-2016
Account Number	010962772
Payment Plan	FULL PAY
Due Date	07-13-2016

RECEIVED
JUN 28 2016

RIVERWOOD ESTATES CDD
C/O RIZZETTA & CO
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

date received RIZZETTA & CO, INC.
M approval *[Signature]* Date 7-1-16
date entered **JUL 01 2016**
fund 001 GL 53900 JC 4502 - 266.50
check # 15500 - 800.50

Summary of Billing Account Activity					
Previous Balance	Payments	Policy Activity	Fees	Total	Minimum Due
\$0.00	\$0.00	\$1,184.00	\$0.00	\$1,184.00	\$1,066.00

Total with Paid In Full Discount	
	\$1,066.00

Payments must be received by the Due Date to receive the Paid in Full Discount.

fold and detach here

0010074

12-0049-00



RIVERWOOD ESTATES CDD
C/O RIZZETTA & CO
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

Billing Account Information	
Account Number	010962772
Due Date	07-13-2016
Total	\$1,184.00
Minimum Due	\$1,066.00
Total with Paid In Full Discount	
	\$1,066.00

Please make checks payable to:

AUTO-OWNERS INSURANCE
P.O. BOX 30315
LANSING MI 48909-7815

For updates to your billing address, mark Address Change below
and fill out the back of this stub.

____ Address Change



000010962772 10 0000106600 0000106600

Policies on Account

TAILORED PROTECTION 20-721946	Effective Date	Policy Activity	Total	Minimum Due	Total Due with Paid in Full Discount
	07-13-2015	\$0.00	\$0.00	\$0.00	Discount Not Available

Policy PID Code: 7V6 X64 V7X

TAILORED PROTECTION 20-721946	Effective Date	Policy Activity	Total	Minimum Due	Total Due with Paid in Full Discount
	07-13-2016	\$1,184.00	\$1,184.00	\$1,066.00	\$1,066.00

Policy PID Code: 7V6 X64 V7X

Important Billing Information

- Payment of your premium by check, to Auto-Owners Insurance or your agency, authorizes us to process your payment electronically. Funds may be withdrawn from your account as soon as the same day we receive your payment.
- A fee of up to \$15.00 may be charged if a cancellation bill is issued.
- A fee of up to \$25.00 may be charged for returned items. Returned items may be represented as an electronic ACH transaction.
- A convenience fee of up to \$8.00 may be charged when making a payment by phone.
- Enroll at www.auto-owners.com to enjoy the convenience of viewing and paying your bill online. Eligible policies may be added online by using the assigned personal ID (PID) codes listed on this bill.

Billing Address Change RIVERWOOD ESTATES CDD

Account Number: 010962772

Street Address: _____ City: _____ State: _____ Zip Code: _____

Policies on Account

TAILORED PROTECTION 20-721946

RIZZETTA & COMPANY, INC.

Suite 200
 5020 W Linebaugh Avenue
 Suite 200

DATE	INVOICE NO.
7/1/2016	3355

BILL TO
RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	260 - CDD
RATE	AMOUNT

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM	<p>PROFESSIONAL FEES:</p> <p>District Management Services</p> <p>Services for the period July 1, 2016 through July 31, 2016</p>		416.66	416.66

RECEIVED

Date received JUN 24 2016

DM approval [Signature] Date 6.24.16

Date entered JUN 24 2016

Fund 001 GLS 1300 CC 3101

Check # _____

Total	\$416.66
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Rizzetta Technology Services

5020 W Linebaugh Ave.
 Suite 200
 Tampa FL 33624

Invoice

Date	Invoice #
7/1/2016	INV0000001404

Bill To:

RIVERWOOD ESTATES CDD
 3434 Colwell Avenue, Suite 200
 Tampa FL 33614

Services for the month of	Terms	Client Number
July		00260

Description	Qty	Rate	Amount
EEmail Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00

RECEIVED

JUN 27 2016

date received Rizzetta Technology Services, Inc.
 /M approval [Signature] Date 6/27/16
 date entered **JUN 27 2016**
 fund 001 GL 5130000 5103
 check #

Subtotal	\$100.00
Total	\$100.00



3939 Tampa Road, Oldsmar, Florida 34677

Riverwood Estates CDD
 3434 Colwell Avenue #200
 Tampa, FL 33614

INVOICE

CLIENT	Riverwood Estates CDD
DATE	July 5, 2016
CLIENT SERVICE	Sandie Grimes Stefanie Hotung, ACH, CRIS
PAGE	1 of 1

PAYMENT INFORMATION	
INVOICE SUMMARY	
PAYMENT AMOUNT	\$2,012.00
PAYMENT FOR: POL Renewal	

PLEASE CUT ON DOTTED LINE AND RETURN WITH PAYMENT

Thank You

INVOICE	EFFECTIVE	TRANSACTION	DESCRIPTION	AMOUNT
	7/28/2016-2017		Public Officials Liability	\$2,012.00

RECEIVED
JUL 05 2016

Date received 7/11
 M approval Meh Date 7/11
 Date entered JUL 08 2016
 Fund 001 GL 15500.00
 Check # _____

Please make check payable to Stahl & Associates and remit directly to our office as soon as possible.	TOTAL
	\$2,012.00
	Thank You

Stahl & Associates Insurance 813.818.5300	DATE July 5, 2016
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Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Virginia Marshall** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: RIVERWOOD ESTATES** was published in **Tampa Bay Times: 6/17/16**. in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

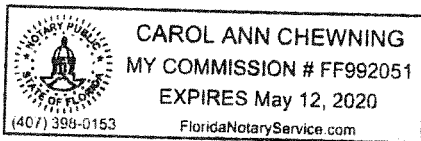
Signature of Affiant

Sworn to and subscribed before me this 06/17/2016.

Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

Riverwood Estates Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal years ending September 30, 2016, with an option for two additional renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District was created by Pasco County Ordinance and has an annual operating budget of approximately \$30,875.00 dollars, excluding debt service. The final contract will require that, among other things, the audit for Fiscal Year 2015/2016 be completed by February 29, 2017.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards", as adopted by the Florida Board of Accountancy Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General. Proposal packages, which include evaluation criteria and instructions to proposers are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies of their proposal as well as one (1) Digital copy to District Manager, 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544, (813) 994-1001, in an envelope marked on the outside "Auditing Services - Riverwood Estates Community Development District." Proposals must be received by June 30, 2016, at 12:00 p.m., at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

Riverwood Estates
Community Development District

Matthew Huber, District Manager
(315045) 06/17/2016

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures August 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2016 through August 31, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,127.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverwood Estates Community Development District
Paid Operation & Maintenance Expenditures
August 1, 2016 Through August 31, 2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hopping Green & Sams	001287	88652	Legal Services 05/16	\$ 380.75
Rizzetta & Co, Inc.	001288	3465	District Manangement Services 08/16	\$ 416.66
Rizzetta Technology Services, LLC.	001289	INV0000001483	Website Hosting Services 08/16	\$ 100.00
Times Publishing Company	001290	321496 06/30/16	Legal Advertising 06/16	\$ 148.52
Times Publishing Company	001290	325335 07/08/16	Legal Advertising 07/16	<u>\$ 81.70</u>
Report Total				<u>\$ 1,127.63</u>

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

June 30, 2016

Riverwood Estates Community Development District
c/o District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Bill Number 88652
Billed through 05/31/2016

General Counsel

RWECDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

05/03/16	WSH	Review tentative agenda.	0.20 hrs
05/10/16	WSH	Review agenda package.	0.20 hrs
05/11/16	WSH	Prepare for board meeting.	0.50 hrs
05/12/16	WSH	Prepare resolution approving proposed budget; prepare for and participate in board meeting.	0.50 hrs

Total fees for this matter \$364.00

DISBURSEMENTS

Copying Charges 16.75

Total disbursements for this matter \$16.75

MATTER SUMMARY

Haber, Wesley S.	1.40 hrs	260 /hr	\$364.00
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TOTAL FEES	\$364.00
TOTAL DISBURSEMENTS	\$16.75

TOTAL CHARGES FOR THIS MATTER \$380.75

BILLING SUMMARY

Haber, Wesley S.	1.40 hrs	260 /hr	\$364.00
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TOTAL FEES	\$364.00
TOTAL DISBURSEMENTS	\$16.75

TOTAL CHARGES FOR THIS BILL \$380.75

=====

Please include the bill number on your check.

RECEIVED

JUL 19 2016

Date HECO RIZZONIA & CO., INC.

O/M approval



JUL 12 2016

7-18-16

Date entered

Fund 001 GL 51400.00 3107

Check # _____

RIZZETTA & COMPANY, INC.

Suite 200

5020 W Linebaugh Avenue

Suite 200

DATE	INVOICE NO.
8/1/2016	3465

BILL TO
RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	260 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM	<p>PROFESSIONAL FEES:</p> <p>District Management Services</p> <p>Services for the period August 1, 2016 through August 31, 2016</p> <p style="text-align: right;">RECEIVED</p> <p style="text-align: right;">JUL 28 2016</p> <p>VM approval: <u>[Signature]</u> Date <u>8-1</u></p> <p>Date entered: <u>JUL 28 2016</u></p> <p>Line <u>001</u> Bal <u>5300.00</u> 3101</p> <p>Bank #</p>		416.66	416.66

Total	\$416.66
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Rizzetta Technology Services
 5020 W Linebaugh Ave.
 Suite 200
 Tampa FL 33624

Invoice

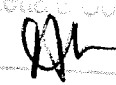
Date	Invoice #
8/1/2016	INV0000001483

Bill To:

RIVERWOOD ESTATES CDD
 3434 Colwell Avenue, Suite 200
 Tampa FL 33614

Services for the month of	Terms	Client Number
August		00260

Description	Qty	Rate	Amount
Email Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00

RECEIVED
 JUL 27 2016
 Date rec'd Rizzetta Tech. Inc.
 P/M approval  Date 8-1
 Date entered JUL 28 2016
 Fund 001 GL 51300 OC 5103
 Check #

Subtotal	\$100.00
Total	\$100.00

Tampa Bay Times

Published Daily

STATE OF FLORIDA }
COUNTY OF Pasco County } ss

Before the undersigned authority personally appeared **Virginia Marshall** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Riverwood Estates** was published in **Tampa Bay Times: 6/30/16, 7/7/16.** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature of Affiant

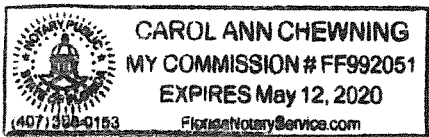
Sworn to and subscribed before me this 07/07/2016.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2016/2017
BUDGET; AND NOTICE OF REGULAR
BOARD OF SUPERVISORS'
MEETING.**

The Board of Supervisors of the Riverwood Estates Community Development District will hold a public hearing on July 14, 2016 at 10:00 a.m. at the office of Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544 for the purpose of hearing comments and objections on the adoption of the budgets of the District for Fiscal Year 2016/2017. A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it.

A copy of the agenda and budgets may be obtained at the offices of the District Manager, 5844 Old Pasco Rd., Suite 100, Wesley Chapel, Florida 33544, during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 933-5571 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

Matthew Huber
District Manager
(321496) 06/30, 07/07/2016

Tampa Bay Times

Published Daily

STATE OF FLORIDA }
COUNTY OF Pasco County } ss

Before the undersigned authority personally appeared **Jill Harrison** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Riverwood Estates** was published in **Tampa Bay Times: 7/8/16**. in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

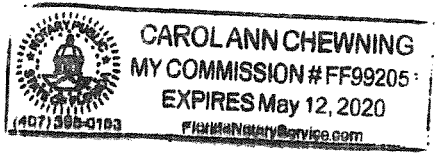

Signature of Affiant

Sworn to and subscribed before me this 07/08/2016.

Signature of Notary Public

Personally known or produced identification

Type of identification produced _____



**NOTICE OF AUDIT REVIEW COMMITTEE MEETING
RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of Riverwood Estates Community Development District will hold their Regular meeting on June 9, 2016 at 10:00 a.m. at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Tampa, FL 33544. **There will be an Audit Committee meeting at 10:00 a.m., prior to the onset of the Board of Supervisors' meeting.**

The meeting is open to the public and will be conducted in accordance with provisions of Florida Law for Community Development Districts. There may be occasions when one or more Supervisors will participate by telephone. At the above location will be present a speaker telephone so that any person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 994-1001, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 such appeal is to be based.

Matthew Huber
District Manager

(325335) 7/8/2016

RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures September 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2016 through September 30, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,797.34**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverwood Estates Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2016 Through September 30, 2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hopping Green & Sams	001291	89170	Legal Services 06/16	\$ 923.68
Hopping Green & Sams	001294	89653	Legal Services 07/16	\$ 357.00
Rizzetta & Co, Inc.	001292	3571	District Manangement Services 09/16	\$ 416.66
Rizzetta Technology Services, LLC.	001293	INV0000001562	Website Hosting Services 09/16	\$ 100.00
Report Total				<u>\$ 1,797.34</u>

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

July 31, 2016

Riverwood Estates Community Development District
c/o District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Bill Number 89170
Billed through 06/30/2016

General Counsel
RWECDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

06/02/16	KFJ	Amend meeting notice; confer with Haber.	0.30 hrs
06/03/16	WSH	Review notice; confer with Huber regarding same; review correspondence regarding material event disclosures.	0.40 hrs
06/06/16	SRS	Confer with Haber regarding continuing disclosure obligations.	0.40 hrs
06/09/16	WSH	Confer with Huber regarding audit selection process; review notice regarding same.	0.50 hrs
06/10/16	WSH	Review notice for auditor RFQ; confer with Nasekos regarding same.	0.20 hrs
06/10/16	SRS	Confer with Haber and Jusevitch regarding continuing disclosure agreement.	0.10 hrs
06/14/16	KFJ	Correspond with district manager regarding continuing disclosure agreement; confer with Sandy.	0.20 hrs
06/15/16	SRS	Confer with Parker regarding Continuing Disclosure Agreement; draft Material Events Notice regarding non-payment of debt service.	0.30 hrs
06/16/16	SRS	Draft material events notices; confer with Haber regarding same.	1.30 hrs
06/29/16	WSH	Review and revise material event disclosures; confer with Beirl regarding same.	0.40 hrs
06/29/16	SRS	Confer with Haber regarding material events notice.	0.20 hrs
06/30/16	CNG	Prepare memorandum to district manager regarding impact from 2016 legislative session on public records and website requirements.	0.10 hrs

Total fees for this matter \$920.50

DISBURSEMENTS

Conference Room Rental 3.18

Total disbursements for this matter \$3.18

MATTER SUMMARY

Gates, Clark N.	0.10 hrs	195 /hr	\$19.50
Jusevitch, Karen F.- Paralegal	0.50 hrs	125 /hr	\$62.50
Sandy, Sarah R.	2.30 hrs	195 /hr	\$448.50
Haber, Wesley S.	1.50 hrs	260 /hr	\$390.00

TOTAL FEES \$920.50
TOTAL DISBURSEMENTS \$3.18

TOTAL CHARGES FOR THIS MATTER \$923.68

BILLING SUMMARY


Gates, Clark N.	0.10 hrs	195 /hr	\$19.50
Jusevitch, Karen F.- Paralegal	0.50 hrs	125 /hr	\$62.50
Sandy, Sarah R.	2.30 hrs	195 /hr	\$448.50
Haber, Wesley S.	1.50 hrs	260 /hr	\$390.00

TOTAL FEES \$920.50
TOTAL DISBURSEMENTS \$3.18

TOTAL CHARGES FOR THIS BILL \$923.68

Please include the bill number on your check.

RECEIVED

date received AUG 16 2016
by/M approval  Date _____
date entered AUG 16 2016
fund 001 GL 5400 OC 3107
check # _____

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

August 31, 2016

Riverwood Estates Community Development District
c/o District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Bill Number 89653
Billed through 07/31/2016

General Counsel
RWECDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

07/14/16	WSH	Confer with Mackie regarding meeting follow-up.	0.20 hrs
07/14/16	TFM	Prepare for and attend board meeting by phone; follow-up from call.	0.80 hrs
07/14/16	KFJ	Prepare auditor award letters; confer with Haber.	1.00 hrs
Total fees for this matter			\$357.00

RECEIVED
SEP 15 2016
Date entered SEP 22 2016
und 001 GLS1400 OC 3107

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	125 /hr	\$125.00
Mackie, A.Tucker Frazee	0.80 hrs	225 /hr	\$180.00
Haber, Wesley S.	0.20 hrs	260 /hr	\$52.00

TOTAL FEES \$357.00

TOTAL CHARGES FOR THIS MATTER \$357.00

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	125 /hr	\$125.00
Mackie, A.Tucker Frazee	0.80 hrs	225 /hr	\$180.00
Haber, Wesley S.	0.20 hrs	260 /hr	\$52.00

TOTAL FEES \$357.00

TOTAL CHARGES FOR THIS BILL \$357.00

Please include the bill number on your check.

RIZZETTA & COMPANY, INC.


Suite 200
 5020 W Linebaugh Avenue
 Tampa, FL 33624

Invoice

DATE	INVOICE NO.
9/1/2016	3571

BILL TO
RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	260 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM	<p>PROFESSIONAL FEES:</p> <p>District Management Services</p> <p>Services for the period September 1, 2016 through September 30, 2016</p> <p style="text-align: right;">RECEIVED AUG 25 2016</p> <p>date received _____ VM approval  Date _____ rate entered AUG 25 2016 fund <u>001</u> gl <u>51300</u> oc <u>3101</u> bank # _____</p>		416.66	416.66

Total	\$416.66
--------------	-----------------

Rizzetta Technology Services
 5020 W Linebaugh Ave.
 Suite 200
 Tampa FL 33624

Invoice

Date	Invoice #
9/1/2016	INV0000001562


Bill To:

RIVERWOOD ESTATES CDD
 3434 Colwell Avenue, Suite 200
 Tampa FL 33614

Services for the month of	Terms	Client Number
September		00260

Description	Qty	Rate	Amount
EEmail Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00

RECEIVED
 AUG 25 2016

APPROVAL:  Date: AUG 25 2016
 RE-ENTERED: 001 GL: 91300 00 5103
 VOUCHER #

Subtotal	\$100.00
Total	\$100.00

Tab 3

RESOLUTION 2017-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF RIVERWOOD
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE
ASSISTANT TREASURER OF THE DISTRICT, AND PROVIDING FOR
AN EFFECTIVE DATE**

WHEREAS, Riverwood Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Joe Kennedy as Assistant Treasurer pursuant to Resolution 2013-07; and

WHEREAS, the Board now desires to re-designate the Assistant Treasurer.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF RIVERWOOD COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Shawn Wildermuth is appointed Assistant Treasurer.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 10TH DAY OF NOVEMBER, 2016.

**RIVERWOOD COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN

ATTEST:

ASST. SECRETARY

Tab 4

RESOLUTION 2017-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Riverwood Estates Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint a Secretary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Eric Dailey is appointed Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 10th DAY OF NOVEMBER, 2016.

RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT
DISTRICT

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 5

RESOLUTION 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT 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

WHEREAS, Riverwood Estates Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Pasco County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the Riverwood Estates Community Development District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 8, 2012 the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

_____	___ Votes
_____	___ Votes
_____	___ Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisor, the above-named person is declared to have been elected for the following term of office:

_____	4 Year Term
_____	4 Year Term
_____	2 Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 10TH DAY OF NOVEMBER, 2016.

**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 6

RESOLUTION 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES DESIGNATING OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Riverwood Estates Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF RIVERWOOD ESTATES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 10TH DAY OF NOVEMBER, 2016.

**RIVERWOOD ESTATES
COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY