

**NEW RIVER
COMMUNITY DEVELOPMENT
DISTRICT**

JANUARY 17, 2022

AGENDA PACKAGE



210 N. UNIVERSITY DRIVE, SUITE 702
CORAL SPRINGS, FLORIDA 33071

New River Community Development District

Inframark, Infrastructure Management Services
210 North University Drive, Suite 702 • Coral Springs, Florida 33071
Telephone: (954) 603-0033 • Fax: (954) 345-1292

January 14, 2022

Board of Supervisors
New River Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the New River Community Development District is scheduled for Monday, January 17, 2022 at 10:30 a.m. at the New River Amenity Center, 5227 Autumn Ridge Drive, Wesley Chapel, Florida. Following is the meeting agenda:

1. Call to Order/Roll Call
2. Audience Comments on Agenda Items
3. Consent Agenda
 - A. November 15, 2021 Meeting Minutes
 - B. Financials Dated December 2021
4. Staff Reports
 - A. District Engineer
 - i. Asphalt Preservation Schedules
 - B. District Counsel
 - C. Landscape & Irrigation Maintenance
 - D. Aquatic Maintenance
 - E. District Manager
 - i. Avalon Park West CDD Cost Sharing Invoice
 - ii. Resolution 2022-01, Adopting Records Retention Schedule
 - iii. Resolution of Fieldstone Landscape Outstanding Invoices
5. Old Business
6. New Business
7. Supervisors' Requests
8. Adjournment

Any supporting material for the items listed above not included in the agenda package will be provided as soon as they are available, or they will be distributed at the meeting. I look forward to seeing you at the meeting, but in the meantime if you have any questions, please contact me.

Sincerely,

Mark Vega

Mark Vega
District Manager

cc: Vivek Babbar
Tonja Stewart

Third Order of Business

3A.

MINUTES OF MEETING NEW RIVER COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the New River Community Development District was held Monday, November 15, 2021 at 2:30 p.m. at the Cypress Village Clubhouse, 5227 Autumn Ridge Drive, Wesley Chapel, Florida.

Present and constituting a quorum were:

Ross Halle	Chairman
Stephanie Lerret	Assistant Secretary
Jeff Smith	Assistant Secretary

Also present were:

Mark Vega	District Manager
Vivek Babbar	District Counsel
Tonja Stewart	District Engineer
Jeff Cane	Sunrise Landscape

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

- None.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. July 16, 2021 Meeting Minutes**
- B. August 16, 2021 Meeting Minutes**
- C. September 13, 2021 Workshop Minutes**
- D. September 20, 2021 Meeting Minutes**

The above items were tabled until the February 21, 2022 meeting.

FOURTH ORDER OF BUSINESS

Staff Reports

- A. District Engineer**
 - Ms. Stewart discussed the HA5 road overlay project.
 - Discussion ensued.

- B. District Counsel**

There being no report, the next item followed.

C. Landscape & Irrigation Maintenance

Mr. Cane, of Sunrise Landscape, presented proposals for irrigation repairs and landscape replacement of dead materials.

On MOTION by Mr. Halle, seconded by Mr. Smith, with all in favor the five proposals from Sunrise Landscape for irrigation repairs and landscape replacement of dead materials were approved.

D. Aquatics Maintenance

The aquatics maintenance report, a copy of which was included in the agenda package, was reviewed.

E. District Manager**i. Cost Sharing Invoice from Avalon Park West CDD**

This item was tabled until a credit is discussed due to closure of the facility.

ii. Addendum to Engagement Letter with Grau & Associates

On MOTION by Mr. Halle, seconded by Mr. Smith, with all in favor the addendum to the engagement letter with Grau & Associates was approved.

iii. Hawthorne Village Mail States Concrete Repair Proposals

This item was tabled until more quotes are received.

iv. Update on Amenity Center Projects

- **Shade Quotes**

This item was tabled until more quotes are received.

FIFTH ORDER OF BUSINESS**Old Business**

- Mr. Smith requested the TECO lighting be looked at again.
- Mr. Halle requested Mr. Babbar and Mr. Vega come to a resolution of the prior landscape contract with Fieldstone.

SIXTH ORDER OF BUSINESS**New Business**

- None.

SEVENTH ORDER OF BUSINESS**Supervisors' Requests**

- None.

November 15, 2021

New River Community Development District

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Halle, seconded by Ms. Lerret, with all in favor the meeting adjourned.

Mark Vega, Secretary

3B.

**New River
Community Development District**

Financial Report

December 31, 2021

Prepared by



Table of Contents

<u>FINANCIAL STATEMENTS</u>	Page
Balance Sheet - All Funds	1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund	2 - 4
Series 2010 Debt Service Fund	5
Series 2020 Debt Service Fund	6
<u>SUPPORTING SCHEDULES</u>	
Assessments Collections Schedule	7
Cash and Investment Report	8
Bank Reconciliation - Bank United	9
Check Register	10

**New River
Community Development District**

Financial Statements

(Unaudited)

December 31, 2021

Balance Sheet
December 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2010 A-2 DEBT SERVICE FUND	SERIES 2020 A-1 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 1,179,662	\$ -	\$ -	\$ 1,179,662
Assessments Receivable - District Collected	1,694	456,905	-	458,599
Due From Other Funds	-	192,297	199,096	391,393
Investments:				
Prepayment Fund (A-2)	-	1,694	-	1,694
Prepayment Fund (B-2)	-	1,236	-	1,236
Remedial Indenture (A-2)	-	92,487	-	92,487
Reserve Fund (A-2)	-	149,580	-	149,580
Reserve Fund (B-2)	-	45,721	-	45,721
Revenue Fund (A-1)	-	-	5,527	5,527
Revenue Fund (A-2)	-	1	-	1
Revenue Fund (B-2)	-	1	-	1
Senior Reserve Fund (A-1)	-	-	99,381	99,381
Subordinate Reserve Fund (A-1)	-	-	9,994	9,994
Subordinate Prepayment Fund (A-1)	-	-	206	206
Deposits	5,250	-	-	5,250
TOTAL ASSETS	\$ 1,186,606	\$ 939,922	\$ 314,204	\$ 2,440,732
<u>LIABILITIES</u>				
Accounts Payable	\$ 33,284	\$ -	\$ -	\$ 33,284
Accrued Expenses	6,160	-	-	6,160
Accrued Taxes Payable	31	-	-	31
Due To Other Funds	391,393	-	-	391,393
TOTAL LIABILITIES	430,868	-	-	430,868
<u>FUND BALANCES</u>				
Restricted for:				
Debt Service	-	939,922	314,204	1,254,126
Unassigned:	755,738	-	-	755,738
TOTAL FUND BALANCES	\$ 755,738	\$ 939,922	\$ 314,204	\$ 2,009,864
TOTAL LIABILITIES & FUND BALANCES	\$ 1,186,606	\$ 939,922	\$ 314,204	\$ 2,440,732

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	0.00%	\$ -
Room Rentals	-	375	0.00%	-
Special Assmnts- Tax Collector	637,199	566,188	88.86%	538,289
Special Assmnts- CDD Collected	131,497	65,748	50.00%	65,748
Special Assmnts- Discounts	(25,489)	(22,604)	88.68%	(21,465)
Other Miscellaneous Revenues	-	870	0.00%	852
TOTAL REVENUES	743,207	610,577	82.15%	583,424
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	6,000	1,200	20.00%	1,000
FICA Taxes	-	92	0.00%	77
ProfServ-Arbitrage Rebate	1,200	-	0.00%	-
ProfServ-Dissemination Agent	5,000	-	0.00%	-
ProfServ-Engineering	5,000	2,797	55.94%	570
ProfServ-Legal Services	15,000	3,994	26.63%	-
ProfServ-Mgmt Consulting	36,845	9,211	25.00%	3,070
ProfServ-Trustee Fees	11,000	2,810	25.55%	-
ProfServ-E-mail Maintenance	1,076	269	25.00%	90
Auditing Services	6,500	-	0.00%	-
Contract-Website Hosting	1,579	-	0.00%	-
Miscellaneous Mailings	2,400	200	8.33%	9
Public Officials Insurance	2,820	-	0.00%	-
Legal Advertising	2,000	-	0.00%	-
Misc-Property Taxes	550	-	0.00%	-
Misc-Assessment Collection Cost	12,744	10,872	85.31%	10,336
Tax Collector/Property Appraiser Fees	150	-	0.00%	-
Amenity Center Cost Share	50,000	-	0.00%	-
Dues, Licenses, Subscriptions	325	175	53.85%	-
Total Administration	160,189	31,620	19.74%	15,152
<u>Electric Utility Services</u>				
Utility - Irrigation	3,500	373	10.66%	128
Street Lights	45,084	18,542	41.13%	6,648
Total Electric Utility Services	48,584	18,915	38.93%	6,776
<u>Garbage/Solid Waste Services</u>				
Solid Waste Assessment	335	-	0.00%	-
Total Garbage/Solid Waste Services	335	-	0.00%	-
<u>Water-Sewer Comb Services</u>				
Utility Services	22,250	2,191	9.85%	1,000
Total Water-Sewer Comb Services	22,250	2,191	9.85%	1,000

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
<u>Stormwater Control</u>				
Stormwater Assessment	250	511	204.40%	-
Conservation & Wetlands	8,500	-	0.00%	-
Aquatic Maintenance	17,500	2,325	13.29%	775
Total Stormwater Control	26,250	2,836	10.80%	775
<u>Other Physical Environment</u>				
Insurance - Property	7,500	8,552	114.03%	-
Insurance - General Liability	4,000	-	0.00%	-
R&M-Well Maintenance	2,500	-	0.00%	-
Landscape Maintenance	150,000	62,180	41.45%	35,127
Landscape Replacement	40,000	-	0.00%	-
Irrigation Repairs & Replacem.	9,500	23,283	245.08%	22,993
Holiday Decoration	2,500	-	0.00%	-
Utility Deposit Bond	2,000	-	0.00%	-
Reserve	109,200	-	0.00%	-
Total Other Physical Environment	327,200	94,015	28.73%	58,120
<u>Contingency</u>				
Misc-Contingency	25,000	255	1.02%	255
Total Contingency	25,000	255	1.02%	255
<u>Road and Street Facilities</u>				
Pressure Cleaning	13,500	-	0.00%	-
R&M-Sidewalks	1,500	-	0.00%	-
R&M-Street Signs	1,500	-	0.00%	-
Roadway Repair & Maintenance	5,000	-	0.00%	-
Total Road and Street Facilities	21,500	-	0.00%	-
<u>Parks and Recreation - General</u>				
Payroll-Salaries	34,074	-	0.00%	-
Clubhouse - Facility Janitorial Service	3,000	750	25.00%	250
Pest Control	425	-	0.00%	-
Contracts-Pools	10,200	2,550	25.00%	850
Telephone/Fax/Internet Services	2,100	759	36.14%	171
Utility - Recreation Facilities	6,600	1,393	21.11%	518
Utility - Fountains	3,750	125	3.33%	43
R&M-Clubhouse	10,000	6,160	61.60%	-
R&M-Fountain	5,000	-	0.00%	-
R&M-Parking Lots	1,500	-	0.00%	-
R&M-Pools	2,500	490	19.60%	-
Athletic/Park Court/Field Repairs	1,500	-	0.00%	-
Amenity Maintenance & Repairs	5,000	82	1.64%	-
Facility A/C & Heating Maintenance & Repair	1,500	-	0.00%	-
Security System Monitoring & Maint.	2,500	-	0.00%	-
Garbage Collection	10,000	178	1.78%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
Entry & Walls Maintenance	2,000	237	11.85%	-
Access Control Maintenance & Repair	2,500	1,134	45.36%	378
Miscellaneous Expenses	1,500	1,197	79.80%	941
Office Supplies	250	-	0.00%	-
Clubhouse - Facility Janitorial Supplies	400	30	7.50%	-
Facility Supplies	1,000	-	0.00%	-
Dog Waste Station Service & Supplies	4,100	-	0.00%	-
Pool Permits	500	-	0.00%	-
Total Parks and Recreation - General	111,899	15,085	13.48%	3,151
TOTAL EXPENDITURES	743,207	164,917	22.19%	85,229
Excess (deficiency) of revenues				
Over (under) expenditures	-	445,660	0.00%	498,195
Net change in fund balance	\$ -	\$ 445,660	0.00%	\$ 498,195
FUND BALANCE, BEGINNING (OCT 1, 2021)	310,078	310,078		
FUND BALANCE, ENDING	\$ 310,078	\$ 755,738		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 8	0.00%	\$ 1
Special Assmnts- Tax Collector	230,014	204,381	88.86%	194,310
Special Assmnts- CDD Collected	1,097,398	-	0.00%	-
Special Assmnts- Discounts	(9,201)	(8,160)	88.69%	(7,748)
TOTAL REVENUES	1,318,211	196,229	14.89%	186,563
EXPENDITURES				
Administration				
Misc-Assessment Collection Cost	4,600	3,924	85.30%	3,731
Total Administration	4,600	3,924	85.30%	3,731
Debt Service				
Principal Debt Retirement	265,000	-	0.00%	-
Interest Expense	717,088	358,544	50.00%	-
Total Debt Service	982,088	358,544	36.51%	-
TOTAL EXPENDITURES	986,688	362,468	36.74%	3,731
Excess (deficiency) of revenues				
Over (under) expenditures	331,523	(166,239)		182,832
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	331,523	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	331,523	-	0.00%	-
Net change in fund balance	\$ 331,523	\$ (166,239)		\$ 182,832
FUND BALANCE, BEGINNING (OCT 1, 2021)	1,106,162	1,106,162		
FUND BALANCE, ENDING	\$ 1,437,685	\$ 939,923		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-21 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3	0.00%	\$ 1
Special Assmnts- Tax Collector	238,146	211,607	88.86%	201,181
Special Assmnts- Discounts	(9,525)	(8,448)	88.69%	(8,022)
TOTAL REVENUES	228,621	203,162	88.86%	193,160
EXPENDITURES				
Administration				
Misc-Assessment Collection Cost	4,763	4,063	85.30%	3,863
Total Administration	4,763	4,063	85.30%	3,863
Debt Service				
Principal Debt Retirement	120,000	-	0.00%	-
Interest Expense	96,125	47,963	49.90%	-
Total Debt Service	216,125	47,963	22.19%	-
TOTAL EXPENDITURES	220,888	52,026	23.55%	3,863
Excess (deficiency) of revenues				
Over (under) expenditures	7,733	151,136	1954.43%	189,297
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	7,733	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	7,733	-	0.00%	-
Net change in fund balance	\$ 7,733	\$ 151,136	1954.43%	\$ 189,297
FUND BALANCE, BEGINNING (OCT 1, 2021)	163,068	163,068		
FUND BALANCE, ENDING	\$ 170,801	\$ 314,204		

**New River
Community Development District**

Supporting Schedules

December 31, 2021

New River

Community Development District

**Monthly Collection Report
For the Fiscal Year Ending September 30, 2022**

					ALLOCATION BY FUND		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Series 2010 A-2 Debt Service Fund	Series 2020 A-1 Debt Service Fund
Assessments Levied FY22				\$ 1,105,360	\$ 637,199	\$ 230,014	\$ 238,147
Allocation %				78%	58%	21%	22%
11/12/21	\$ 3,035	\$ 172	\$ 62	\$ 3,269	\$ 1,884	\$ 680	\$ 704
11/18/21	\$ 28,211	\$ 1,199	\$ 576	\$ 29,987	\$ 17,286	\$ 6,240	\$ 6,461
11/24/21	\$ 14,245	\$ 606	\$ 291	\$ 15,141	\$ 8,728	\$ 3,151	\$ 3,262
12/07/21	\$ 749,379	\$ 31,861	\$ 15,293	\$ 796,534	\$ 459,172	\$ 165,750	\$ 171,611
12/14/21	\$ 25,257	\$ 1,040	\$ 515	\$ 26,812	\$ 15,456	\$ 5,579	\$ 5,777
12/20/21	\$ 103,978	\$ 4,334	\$ 2,122	\$ 110,434	\$ 63,661	\$ 22,980	\$ 23,793
TOTAL	\$ 924,105	\$ 39,212	\$ 18,859	\$ 982,176	\$ 566,188	\$ 204,381	\$ 211,607
% COLLECTED					89%	89%	89%
TOTAL OUTSTANDING				\$ 123,183	\$ 71,010	\$ 25,633	\$ 26,540

Cash and Investment Report

December 31, 2021

<u>Account Name</u>	<u>Bank Name</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND			
Checking Account - Operating New	Bank United	-	1,179,662
DEBT SERVICE FUNDS			
Series 2010 Prepayment Fund A-2	US Bank	0.02%	1,694
Series 2010 Prepayment Fund B-2	US Bank	0.02%	1,236
Series 2010 Remedial Expenditure A-2	US Bank	0.02%	92,487
Series 2010 Reserve Fund A-2	US Bank	0.02%	149,580
Series 2010 Reserve Fund B-2	US Bank	0.02%	45,721
Series 2010 Revenue Fund A-2	US Bank	0.02%	1
Series 2010 Revenue Fund B-2	US Bank	0.02%	1
Subtotal Fund 201			290,720
Series 2020 Revenue Fund A-1	US Bank	0.02%	5,527
Series 2020 Senior Reserve Fund A-1	US Bank	0.02%	99,381
Series 2020 Sub Reserve Fund A-1	US Bank	0.02%	9,994
Subordinate Prepayment Fund A-1	US Bank	0.02%	206
Subtotal Fund 202			115,108
Subtotal DS			405,828
Total			1,585,490

New River CDD

Bank Reconciliation

Bank Account No. 6620 Bank United Checking
Statement No. 12-21
Statement Date 12/31/2021

G/L Balance (LCY)	1,179,662.10	Statement Balance	1,189,753.19
G/L Balance	1,179,662.10	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	1,189,753.19
Subtotal	1,179,662.10	Outstanding Checks	10,091.09
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	1,179,662.10	Ending Balance	1,179,662.10
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
5/18/2021	Payment	2017	RIZZETTA AMENITY SERVICES, INC	1,137.34	0.00	1,137.34
5/19/2021	Payment	2021	RIZZETTA AMENITY SERVICES, INC	245.43	0.00	245.43
7/28/2021	Payment	PAYRO00011	Summary of July 28, 2021 Payroll Posting	369.40	0.00	369.40
9/1/2021	Payment	DD238	Payment of Invoice 000187	3,624.49	0.00	3,624.49
11/19/2021	Payment	DD252	Payment of Invoice 000271	3,789.43	0.00	3,789.43
12/22/2021	Payment	2125	AP HOME SOLUTIONS	925.00	0.00	925.00
Total Outstanding Checks.....				10,091.09		10,091.09

New River
Community Development District

Check Register

12/1/2021 - 12/31/2021

NEW RIVER

Community Development District

Payment Register by Fund
For the Period from 12/1/21 to 12/31/21
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	2114	12/02/21	ALL DONE SERVICES, INC	224	Cleaning Services- Nov 2021	Clubhouse - Facility Janitorial Service	531131-57201	\$250.00
001	2115	12/02/21	SR LANDSCAPING LLC	3209	IRRIGATION SERVICE REPAIR	Irrigation Repairs & Replacem.	546932-53908	\$290.00
001	2116	12/07/21	CARDMEMBER SERVICE	3230-11172021	Purchases 10/19/21-11/17/21	Splash Pad	546074-57201	\$490.00
001	2116	12/07/21	CARDMEMBER SERVICE	3230-11172021	Purchases 10/19/21-11/17/21	Entry Lighting	546992-57201	\$237.00
001	2116	12/07/21	CARDMEMBER SERVICE	3230-11172021	Purchases 10/19/21-11/17/21	Rec Room Hall Lights	546015-57201	\$545.00
001	2116	12/07/21	CARDMEMBER SERVICE	3230-11172021	Purchases 10/19/21-11/17/21	Credit Card Fee	549999-57201	\$25.44
001	2116	12/07/21	CARDMEMBER SERVICE	3230-11172021	Purchases 10/19/21-11/17/21	Sams Club-Trash Bags	552149-57201	\$30.21
001	2117	12/07/21	COMPLETE I.T.	7763	Email Support/Accounts	ProfServ-E-mail Maintenance	531096-51301	\$89.70
001	2118	12/07/21	SR LANDSCAPING LLC	3415	IRRIGATION ENHANCEMENT	Irrigation Repairs & Replacem.	546932-53985	\$19,252.40
001	2119	12/07/21	STRALEY ROBIN VERICKER	20708	Legal Services through 11/15/21	ProfServ-Legal Services	531023-51401	\$2,052.00
001	2120	12/10/21	SR LANDSCAPING LLC	3481	Landscaping- Dec 2021	Landscape Maintenance	546300-53908	\$13,526.58
001	2121	12/14/21	DCSI INC	29243	Access System Services	Access Control Maintenance & Repair	546998-57201	\$378.00
001	2122	12/14/21	SOLITUDE LAKE MANAGEMENT LLC	PI-A00721082	Lake/Pond Mgmt Services-Dec 2021	Aquatic Maintenance	546995-53908	\$775.00
001	2123	12/14/21	SR LANDSCAPING LLC	3578	Irrigation Repairs- Ctrl 5 Clubhouse	Irrigation Repairs & Replacem.	546932-53908	\$349.10
001	2124	12/14/21	STANTEC CONSULTING SERVICES, INC.	1863584	GENERAL CONSULTING THRU 11/26/21	ProfServ-Engineering	531013-51501	\$570.00
001	2125	12/22/21	AP HOME SOLUTIONS	2021127	Misc Maint/Repairs	Miscellaneous Expenses	549999-57201	\$925.00
001	DD255	12/08/21	FRONTIER ACH	121321 ACH	SERVICE 12/13/21-01/12/22	Telephone/Fax/Internet Services	541009-57201	\$170.98
001	DD256	12/08/21	PASCO COUNTY UTILITIES SERVICES	112321 ACH	Service- 10/14/21-11/15/21	Utility Services	543063-53601	\$133.00
001	DD257	12/13/21	PASCO COUNTY UTILITIES SERVICES	112321 ACH	Service- 10/14/21-11/15/21	Utility Services	543063-53601	\$1,057.66
001	DD258	12/24/21	WITHLACOOCHEE RIVER ELECTRIC	120921 ACH	Electric Service 11/3/21-12/6/21	Street Lights	543057-53100	\$3,147.94
001	DD258	12/24/21	WITHLACOOCHEE RIVER ELECTRIC	120921 ACH	Electric Service 11/3/21-12/6/21	Utility - Irrigation	543014-53100	\$128.44
001	DD258	12/24/21	WITHLACOOCHEE RIVER ELECTRIC	120921 ACH	Electric Service 11/3/21-12/6/21	Utility - Recreation Facilities	543079-57201	\$518.23
001	DD258	12/24/21	WITHLACOOCHEE RIVER ELECTRIC	120921 ACH	Electric Service 11/3/21-12/6/21	Utility - Fountains	543085-57201	\$42.81
001	DD251	12/08/21	JEFFREY D. SMITH	PAYROLL	December 08, 2021 Payroll Posting			\$369.40
001	DD253	12/31/21	RYAN THOMAS	PAYROLL	December 31, 2021 Payroll Posting			\$184.70
001	DD254	12/31/21	JEFFREY D. SMITH	PAYROLL	December 31, 2021 Payroll Posting			\$184.70
001	DD259	12/08/21	RYAN THOMAS	PAYROLL	December 08, 2021 Payroll Posting			\$184.70
Fund Total								\$45,907.99

Total Checks Paid	\$45,907.99
--------------------------	--------------------

Fourth Order of Business

4Ai

REVISED NOTICE:

Your Street Will Be Closing

Wednesday January 12th

****See over for map of your street's specific day of closure****

WHY IS MY ROAD CLOSING?

Your road was rained out on the first application day – we will be completing the project on your road on one day ONLY.

WHAT IF MY CAR IS PARKED ON A ROAD THAT IS CLOSED?

Work will commence at 7:00 AM and the streets being treated will be closed until 7pm. A tow truck will be called for any cars parked on the streets scheduled to be treated that day. Please do not park within 50 feet of any street being worked on. Towing expenses will be the owner's responsibility.

WHAT IF I DRIVE ON THE ROAD WHILE CLOSED?

You will be liable for damage to your vehicle and to repair the area of road you have driven on. Minimum repair cost is \$750 to repair the installed surface treatment. In the event of a life threatening emergency, emergency vehicles will not be stopped from driving on the treated surface.

ALL OUTSIDE WATER MUST BE TURNED OFF

Water may damage the installation of the surface treatment. Please do not have sprinklers, hoses, etc... set to come on 24 hours before the road closure, during the road closure, or 24 hours after the road closure. Damage due to outdoor water use will result in the same minimum repair cost of \$750 to repair the installed surface treatment.

WEATHER CANCELLATION PROCEDURES:

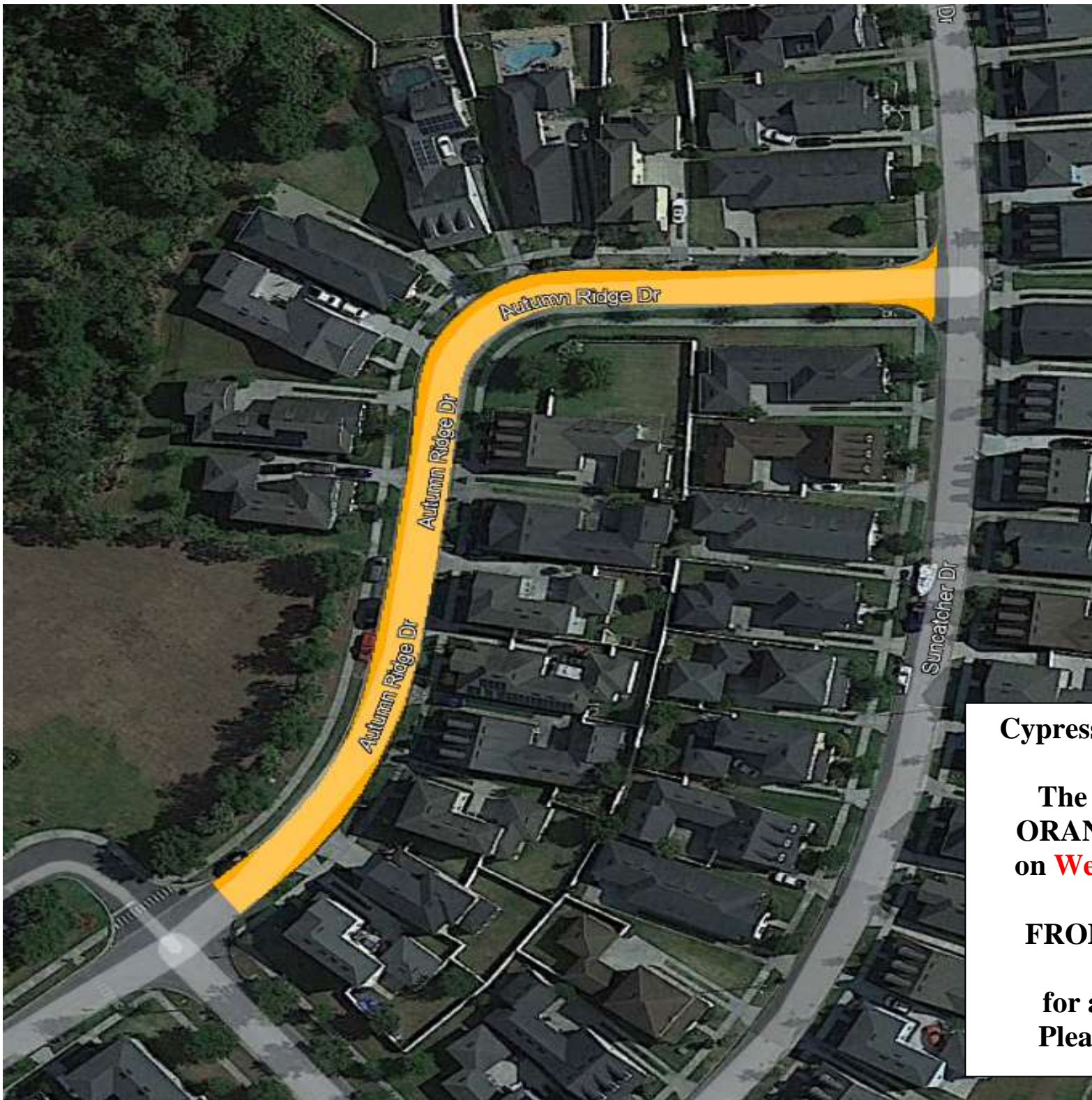
If your street is cancelled due to weather, THAT DAY will be rescheduled. All other days will proceed as scheduled. You will receive a new notification of your new closure date. You will not receive a cancellation notice (if we have removed the barricades, you can bring your cars back in) and you will not receive immediate notice of your new date. If you require earlier notification of your rescheduled closure date, please call the office number and we will be happy to let you know of any approved dates.

Project Contacts

HOLBROOK OFFICE @ 865-500-2421

Ryan Jones @ 801-668-4447





Cypress/New River Residents:

**The areas highlighted in
ORANGE will be CLOSED
on **Wednesday January 12th****

FROM 7AM UNTIL 7PM

**for asphalt resurfacing.
Please plan accordingly.**

REVISED NOTICE:

Your Street Will Be Closing

Thursday January 13th

****See over for map of your street's specific day of closure****

WHY IS MY ROAD CLOSING?

Your road was rained out on the first application day – we will be completing the project on your road on one day ONLY.

WHAT IF MY CAR IS PARKED ON A ROAD THAT IS CLOSED?

Work will commence at 7:00 AM and the streets being treated will be closed until 7pm. A tow truck will be called for any cars parked on the streets scheduled to be treated that day. Please do not park within 50 feet of any street being worked on. Towing expenses will be the owner's responsibility.

WHAT IF I DRIVE ON THE ROAD WHILE CLOSED?

You will be liable for damage to your vehicle and to repair the area of road you have driven on. Minimum repair cost is \$750 to repair the installed surface treatment. In the event of a life threatening emergency, emergency vehicles will not be stopped from driving on the treated surface.

ALL OUTSIDE WATER MUST BE TURNED OFF

Water may damage the installation of the surface treatment. Please do not have sprinklers, hoses, etc... set to come on 24 hours before the road closure, during the road closure, or 24 hours after the road closure. Damage due to outdoor water use will result in the same minimum repair cost of \$750 to repair the installed surface treatment.

WEATHER CANCELLATION PROCEDURES:

If your street is cancelled due to weather, THAT DAY will be rescheduled. All other days will proceed as scheduled. You will receive a new notification of your new closure date. You will not receive a cancellation notice (if we have removed the barricades, you can bring your cars back in) and you will not receive immediate notice of your new date. If you require earlier notification of your rescheduled closure date, please call the office number and we will be happy to let you know of any approved dates.

Project Contacts

HOLBROOK OFFICE @ 865-500-2421

Ryan Jones @ 801-668-4447





Cypress/New River Residents:

The areas highlighted in
GREEN will be **CLOSED**
on **Thursday January 13th**

FROM 7AM UNTIL 7PM

for asphalt resurfacing.
Please plan accordingly.

4Ei.

Make all checks payable to Avalon Park West CDD

4Eii.

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE NEW RIVER COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the New River Community Development District (the “District”) created and existing pursuant to Chapter 190, Florida Statutes, being situated in Pasco County, Florida; and

WHEREAS, Chapter 190, Florida Statutes, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

WHEREAS, Section 257.36(5), Florida Statutes, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records and to provide for the appointment of a records management liaison officer (“Records Management Liaison Officer”); and

WHEREAS, the District desires for the Records Management Liaison Officer to be an employee of the District or an employee of the District Manager; and

WHEREAS, the District desires to authorize the District’s records custodian to appoint a Records Management Liaison Officer, which may or may not be the District’s records custodian; and

WHEREAS, the District desires to prescribe duties of the Records Management Liaison Officer and provide for the assignment of additional duties; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution a Records Retention Policy (the “Policy”) for immediate use and application; and

WHEREAS, the District desires to provide for future amendment of the Records Retention Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE NEW RIVER COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The District hereby authorizes the District’s records custodian to appoint a Records Management Liaison Officer and report such appointment to the appropriate State of Florida agencies. A Records Management Liaison Officer shall be an employee of the District or

the District Manager. The Board, and the District's records custodian, shall each have the individual power to remove the Records Management Liaison Officer at any time for any reason. Immediately following the removal or resignation of a Records Management Liaison Officer, the District's records custodian shall appoint a replacement Records Management Liaison Officer.

Section 2. The duties of the Records Management Liaison Officer shall include the following:

- A. serve as the District's contact with the Florida Department of State, State Library and Archives of Florida; and
- B. coordinate the District's records inventory; and
- C. maintain records retention and disposition forms; and
- D. coordinate District records management training; and
- E. develop records management procedures consistent with the attached Records Retention Policy, as amended; and
- F. participate in the development of the District's development of electronic record keeping systems; and
- G. submit annual compliance statements; and
- H. work with the Florida Department of State, State Library and Archives of Florida to establish individual retention schedules for the District, from time to time and as may be necessary; and
- I. such other duties as may be assigned by the Board or the District's records custodian in the future.

Section 3. The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), Florida Statutes, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, Florida Statutes, and the General Records Schedules established by the Division. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

Section 4. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

Section 5. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed. Furthermore, upon its passage this resolution supersedes any Records Retention Policy previously adopted by the District.

PASSED AND ADOPTED THIS 17TH DAY OF JANUARY 2022

ATTEST:

**NEW RIVER COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice Chair