



**RIVERSIDE PARK  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
MARCH 20, 2023  
6:30 P.M.**

Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, FL 33193

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

786.347.2711 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

**AGENDA**  
**RIVERSIDE PARK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Meeting Room at Mercedes Benz of Cutler Bay  
10701 SW 211<sup>th</sup> Street  
Cutler Bay, Florida 33189  
**REGULAR BOARD MEETING**  
March 20, 2023  
6:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Declaring Vacancy to Seats #1 and #2 followed by Appointments
- E. Administer Oath of Office & Review Board Member Responsibilities and Duties
- F. Election of Officers
  - Chairman
  - Vice Chairman
  - Secretary/Treasurer
  - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. October 17, 2022 Regular Board Meeting Minutes.....Page 2
- J. New Business
  - 1. Consider Approval of District Counsel Request for Adjustment to Fee Structure.....Page 5
  - 2. Consider Approval of District Engineer Request for Adjustment to Fee Structure.....Page 7
  - 3. Consider Approval of Resolution No. 2023-01 - Revised FY 22/23 Meeting Schedule.....Page 9
  - 4. Consider Approval of Resolution No. 2023-02 – Approving a Proposed Budget for  
FY 2023/2024.....Page 12
- K. Old Business
- L. Administrative Matters
  - 1. Financial Update.....Page 19
- M. Additional Board Member/Staff Comments
- N. Adjourn

**Location**

Miami-Dade County, Florida

**Notice Text**

RIVERSIDE PARK COMMUNITY  
DEVELOPMENT DISTRICT  
REVISED FISCAL YEAR 2022/2023  
REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Riverside Park Community Development District will hold Regular Meetings in a Meeting Room at the Mercedes Benz of Cutler Bay, located at 10701 SW 211th Street, Cutler Bay, Florida 33189 at 6:30 p.m. on the following dates:

March 20, 2023

May 22, 2023

September 18, 2023

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT

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

3/10 23-48/0000650738M

**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 17, 2022**

**A. CALL TO ORDER**

The October 17, 2022, Regular Board Meeting of the Riverside Park Community Development District (the “District”) was called to order at 6:37 p.m. in a Meeting Room at Mercedes Benz of Cutler Bay located at 10701 SW 211<sup>th</sup> Street, Cutler Bay, Florida 33189.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 7, 2022, as part of the District’s Fiscal Year 2022/2023 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

It was determined that the attendance of Chairperson Lorraine Torres (via phone), Vice Chairman Lariel Torres and Supervisors Ingrid Ojeda and Daniel Alvarez constituted a quorum and it was in order to proceed with the meeting.

Staff also in attendance were: District Manager Gloria Perez of Special District Services, Inc.; and General Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. August 15, 2022, Public Hearing & Regular Board Meeting**

The minutes of the August 15, 2022, Public Hearing & Regular Board Meeting were presented for consideration.

A **MOTION** was made by Supervisor Ojeda, seconded by Supervisor Lorraine Torres and passed unanimously approving the minutes of the August 15, 2022, Public Hearing & Regular Board Meeting, as presented.

**G. NEW BUSINESS**

**1. Consider Resolution No. 2022-05 – Adopting an Amended Fiscal Year 2021/2022 Final Budget**

Mrs. Perez presented Resolution No. 2022-05, entitled:

## RESOLUTION NO. 2022-05

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Mrs. Perez explained, as done every year for administrative and statutory requirements, within 60 days of any given fiscal year end, the Board adopts a revised/amended budget for said year. The fiscal year ended on September 30, 2022. This is the reason it is administrative in nature (past year’s budget for past year’s expenses) and will serve as the Board’s final approval/ratification of the District’s expenditures for the past fiscal year.

A **MOTION** was made by Supervisor Ojeda, seconded by Lorraine Torres and unanimously passed adopting Resolution No. 2022-05, adopting a Fiscal Year 2021/2022 Amended Budget.

#### **H. OLD BUSINESS**

There were no Old Business items to come before the Board.

#### **I. ADMINISTRATIVE MATTERS**

##### **1. Financial Update**

Mrs. Perez presented the financials in the meeting book and briefly reviewed them with the Board, pointing out that available funds as of September 30, 2022, were \$265,990.95.

#### **J. BOARD MEMBER/STAFF CLOSING COMMENTS**

Mrs. Perez advised that inspections of the District had been conducted and emails had been forwarded to Miami-Dade County regarding the following items:

Date	Matter	Last Update
9/30/2022	Stop sign reported to 311 on 9/30/2022 SW 103 AVE & SW 225 LN	Reported to 311 on 9/30/2022 Email. Case # SR# 22-10371444
9/30/2022	Vegetation not being properly maintained by SFWMD in the land next to the District	Reported to SFWMD on 9/30/2022 Email
9/30/2022	Illegal dumping on SW 102 AVE Area	Reported to 311 on 9/30/2022 Email

#### **K. ADJOURNMENT**

There being no further business to come before the Board, a **MOTION** was made by Supervisor Lorraine Torres, seconded by Supervisor Alvarez and passed unanimously adjourning the Regular Board Meeting at 6:50 p.m.

**ATTESTED BY:**

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**Secretary/Assistant Secretary**

---

**Chairperson/Vice-Chair**

LAW OFFICES

**BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.**

ESTABLISHED 1977

DENNIS E. LYLES  
JOHN W. MAURO  
KENNETH W. MORGAN, JR.  
RICHARD T. WOULFE  
CAROL J. HEALY GLASGOW  
MICHAEL J. PAWELCZYK  
ANDREW A. RIEF  
MANUEL R. COMRAS  
GINGER E. WALD  
JEFFERY R. LAWLEY  
SCOTT C. COCHRAN  
SHAWN B. MCKAMEY  
ALINE O. MARCANTONIO  
JOHN C. WEBBER

LAS OLAS SQUARE, SUITE 600  
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FORT LAUDERDALE, FLORIDA 33301  
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(561) 659-5970  
(561) 659-6173 FAX

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE

CHRISTINE A. BROWN  
GREGORY F. GEORGE  
BRAD J. KIMBER

OF COUNSEL

CLARK J. COCHRAN, JR.  
SUSAN F. DELEGAL  
SHIRLEY A. DELUNA  
GERALD L. KNIGHT  
BRUCE M. RAMSEY

STEVEN F. BILLING (1947-1998)  
HAYWARD D. GAY (1943-2007)

February 3, 2023

VIA E-MAIL ONLY– gperez@sdsinc.org

Ms. Gloria Perez  
District Manager  
Special District Services, Inc.  
Kendall Office Center  
8785 SW 165<sup>th</sup> Avenue, #200  
Miami, FL 33193

**Re: Adjustment to District Counsel Fee Structure  
Riverside Park Community Development District  
Our File: 535.03086**

Dear Gloria:

This firm's current fee structure has been in place since 2011. Although we are certainly mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for us to adjust our hourly rates effective May 1, 2023, as follows:


- Attorneys/Partners: \$275.00 per hour
- Attorneys/Associates: \$225.00 per hour

This hourly fee structure will be adjusted on a periodic basis in connection with the District's budget process no later than every third Fiscal Year to reflect changes in the Consumer Price Index published by the U. S. Department of Labor. The CPI has reflected a 31.8% increase since the year 2011 and we have not raised our fees during that time.

Ms. Gloria Perez  
February 3, 2023  
Page 2

Naturally, should you have any questions or require any further information in support of this adjustment you should feel free to contact me at your convenience. As I think you are aware, we very much appreciate the opportunity to serve as District Counsel as well as your courtesy and cooperation with regard to the necessity of what we believe to be both infrequent and reasonable adjustments to our schedule of professional fees.

Very truly yours,



Michael J. Pawelczyk  
For the Firm

MJP/jmp





8935 NW 35 Lane, Suite 101 Doral, FL 33172  
Tel (305) 640-1345  
Email [Alvarez@AlvarezEng.com](mailto:Alvarez@AlvarezEng.com)  
Website [www.alvarezeng.com](http://www.alvarezeng.com)

February 16, 2023

Board of Supervisors  
Riverside Park Community Development District  
Attn: District Manager Gloria Perez  
Special District Services, Inc.  
2501 Burns Road  
Palm Beach Gardens, FL 33410

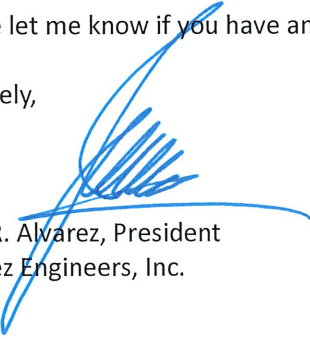
**Reference:** Riverside Park Community Development District  
Alvarez Engineers Personnel Billing Rates  
**Via:** Email Only: [gperez@sdsinc.org](mailto:gperez@sdsinc.org)

Dear Board of Supervisors,

In accordance with the terms of the Engineering Agreement, dated November 28, 2007, between Alvarez Engineers, Inc. and the CDD, I would like to respectfully request the Board of Supervisors to consider updating our hourly personnel billing rates and staff classifications to our proposed 2023 rates as shown in the attached table. Our rates were last revised and approved via motion by the Board on May 23, 2016.

Please let me know if you have any questions or if you would like to discuss this further.

Sincerely,



Juan R. Alvarez, President  
Alvarez Engineers, Inc.

Riverside Park CDD			
Current 2016 Rates		Proposed 2023 Rates	
Principal	\$ 200.00	Principal	\$ 220.00
Chief Engineer			
Senior Engineer	\$ 170.00	Senior Engineer	\$ 185.00
Senior Project Engineer			
Project Manager	\$ 150.00	Engineer 2	\$ 160.00
Project Engineer	\$ 130.00	Engineer 1	\$ 140.00
		Electrical Engineer	\$ 135.00
Engineer	\$ 125.00	Engineer Intern	\$ 130.00
CADD	\$ 95.00	Senior Designer	\$ 110.00
		CADD/Computer Technician	\$ 100.00
		Senior Engineering Technician	\$ 95.00
Engineering Technician	\$ 85.00	Engineering Technician	\$ 90.00
Senior Administrative	\$ 80.00	Senior Administrative	\$ 95.00
Administrative	\$ 50.00	Administrative	\$ 60.00

#### Staff Classification

Principal  
 Senior Engineer  
 Engineer 2  
 Engineer 1  
 Electrical Engineer  
 Engineer Intern  
 Senior Designer  
 CADD/Computer Technician  
 Senior Engineering Technician  
 Engineering Technician  
 Senior Administrative  
 Administrative

#### Definition

Professional Engineer with 20+ years of post registration experience  
 Professional Engineer with 10+ years of post registration experience  
 Professional Engineer with 5+ years of post registration experience  
 Professional Engineer with 0+ years of post registration experience  
 Electrical Engineer with 2+ years of post-graduate experience  
 Entry level with engineering degree; Engineering Intern License  
 15+ years of design experience, non-registered  
 Design and Drafting with 1+ year of experience  
 5+ years of experience  
 Entry level, with 0-4 years of experience  
 Degreed executive assistant with 8+ years of experience  
 Secretary / Clerical

**RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the RIVERSIDE PARK Community Development District ("District") to establish a regular meeting schedule for fiscal year 2022/2023; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2022/2023 which is attached hereto and made a part hereof as Exhibit "A".

**WHEREAS**, on AUGUST 15, 2022, the Board of Supervisors adopted Resolution No. 2022-04 and now wishes to amend said Resolution by changing the established regular meeting schedule for fiscal year 2022/2023.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1.** The regular meeting schedule for fiscal year 2022/2023 setting the time and location of said district meetings approved on AUGUST 15, 2022 is hereby amended as indicated on attached "Exhibit A" and is hereby approved and adopted.

**Section 2.** The regular meeting schedule, time and location for meetings for fiscal year 2022/2023 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 20<sup>TH</sup> day of MARCH, 2023.

**ATTEST:**

**RIVERSIDE PARK  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT**  
**REVISED FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors of the Riverside Park Community Development District will hold Regular Meetings in a Meeting Room at the Mercedes Benz of Cutler Bay, located at 10701 SW 211<sup>th</sup> Street, Cutler Bay, Florida 33189 at 6:30 p.m. on the following dates:

**March 20, 2023**  
**May 22, 2023**  
**September 18, 2023**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

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In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT**

**[www.riversideparkcdd.org](http://www.riversideparkcdd.org)**

**PUBLISH: MIAMI DAILY BUSINESS REVIEW    03/10/23**

**RESOLUTION NO. 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT  
APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024;  
AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Riverside Park Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2023/2024 has been prepared and considered by the Board.

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

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for May 22, 2023 at 6:30 p.m. in the Mercedes Benz of Cutler Bay, 10701 SW 211<sup>th</sup> Street, Cutler Bay, Florida 33189, and/or utilizing communications media technology (whichever is applicable) for the purpose of receiving public comments on the Proposed Fiscal Year 2023/2024 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 20<sup>th</sup> day of March, 2023.

**ATTEST:**

**RIVERSIDE PARK  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairman/Vice Chairman

# Riverside Park Community Development District

**Proposed Budget For  
Fiscal Year 2023/2024  
October 1, 2023 - September 30, 2024**

# **CONTENTS**

- I        FINAL BUDGET**
- II       DETAILED FINAL BUDGET**
- III      DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV      ASSESSMENT COMPARISON**



**PROPOSED BUDGET**  
**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	<b>FISCAL YEAR 2023/2024 ANNUAL BUDGET</b>
<b>REVENUES</b>	
Administrative Assessments	63,107
Maintenance Assessments	38,235
Debt Assessments	120,339
Other Revenues	0
Interest Income	300
<b>TOTAL REVENUES</b>	<b>\$ 221,981</b>
<b>EXPENDITURES</b>	
<b>MAINTENANCE EXPENDITURES</b>	
Lawn/Landscape Maintenance	16,500
Entrance Features	1,000
Miscellaneous Maintenance/Improvements	5,165
Border Hedge/Monument/Fence	8,275
Nutritional Control/Mulch	3,500
Engineering/Inspections	1,500
Contingency/Reserve	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 35,940</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
Supervisor Fees	6,000
Employer Taxes - Payroll	480
Management	20,316
Secretarial	2,700
Legal	8,000
Assessment Roll	3,500
Audit Fees	3,700
Insurance	6,500
Legal Advertisements	650
Miscellaneous	825
Postage	200
Office Supplies	475
Dues & Subscriptions	175
Trustee Fee	4,100
Continuing Disclosure Fee	250
Website Management	1,750
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 59,621</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 95,561</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 126,420</b>
Bond Payments	(113,119)
<b>BALANCE</b>	<b>\$ 13,301</b>
County Appraiser & Tax Collector Fee	(4,434)
Discounts For Early Payments	(8,867)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover Funds From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 ANNUAL BUDGET	FISCAL YEAR 2023/2024 ANNUAL BUDGET	COMMENTS
<b>REVENUES</b>				
Administrative Assessments	61,477	62,152	63,107	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	39,956	39,191	38,235	Expenditures/.94
Debt Assessments	120,340	120,339	120,339	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	320	240	300	Estimated At \$25 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 222,093</b>	<b>\$ 221,922</b>	<b>\$ 221,981</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
Lawn/Landscape Maintenance	15,154	16,500	16,500	No Change From 2022/2023 Budget
Entrance Features	0	1,000	1,000	No Change From 2022/2023 Budget
Miscellaneous Maintenance/Improvements	0	6,064	5,165	\$899 Decrease From 2022/2023 Budget
Border Hedge/Monument/Fence	0	8,275	8,275	No Change From 2022/2023 Budget
Nutritional Control/Mulch	0	3,500	3,500	No Change From 2022/2023 Budget
Engineering/Inspections	1,825	1,500	1,500	No Change From 2022/2023 Budget
Contingency/Reserve	0	0	0	Currently \$16,270 In Available Funds
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 16,979</b>	<b>\$ 36,839</b>	<b>\$ 35,940</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
Supervisor Fees	2,200	6,000	6,000	No Change From 2022/2023 Budget
Employer Taxes - Payroll	168	480	480	Projected At 8% Of Supervisor Fees
Management	19,164	19,728	20,316	CPI Adjustment (Capped At 3%)
Secretarial	2,700	2,700	2,700	No Change From 2022/2023 Budget
Legal	6,090	8,000	8,000	No Change From 2022/2023 Budget
Assessment Roll	3,500	3,500	3,500	No Change From 2022/2023 Budget
Audit Fees	3,600	3,600	3,700	\$100 Increase From 2022/2023 Budget
Insurance	5,513	6,205	6,500	Fiscal Year 2022/2023 Expenditure Was \$5,926
Legal Advertisements	570	650	650	No Change From 2022/2023 Budget
Miscellaneous	695	825	825	No Change From 2022/2023 Budget
Postage	178	200	200	No Change From 2022/2023 Budget
Office Supplies	327	500	475	\$25 Decrease From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	4,080	4,100	4,100	No Change From 2022/2023 Budget
Continuing Disclosure Fee	250	250	250	No Change From 2022/2023 Budget
Website Management	1,750	1,750	1,750	No Change From 2022/2023 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 50,960</b>	<b>\$ 58,663</b>	<b>\$ 59,621</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 67,939</b>	<b>\$ 95,502</b>	<b>\$ 95,561</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 154,154</b>	<b>\$ 126,420</b>	<b>\$ 126,420</b>	
Bond Payments	(114,540)	(113,119)	(113,119)	2024 Principal & Interest Payments
<b>BALANCE</b>	<b>\$ 39,614</b>	<b>\$ 13,301</b>	<b>\$ 13,301</b>	
County Appraiser & Tax Collector Fee	(2,132)	(4,434)	(4,434)	Two Percent Of Total Tax Roll
Discounts For Early Payments	(8,538)	(8,867)	(8,867)	Four Percent Of Total Tax Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 28,944</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover Funds From Prior Year	0	0	0	Carryover Funds From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 28,944</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2021/2022	2022/2023	2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	6	10	100	Projected Interest For FY 2023/2024
NAV Tax Collection	114,540	113,119	113,119	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 114,546</b>	<b>\$ 113,129</b>	<b>\$ 113,219</b>	
<b>EXPENDITURES</b>				
Principal Payments	75,000	75,000	80,000	Principal Payment Due In 2024
Interest Payments	36,563	32,744	30,225	Interest Payments Due In 2024
Bond Redemption	10,000	5,385	2,994	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 121,563</b>	<b>\$ 113,129</b>	<b>\$ 113,219</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ (7,017)</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2014 Bond Refunding Information**

Original Par Amount =	\$1,630,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.25% - 8.25%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2014		
Maturity Date =	May 2034		
Par Amount As Of 1/1/23 =	\$1,045,000		

## Riverside Park Community Development District Assessment Comparison

	Fiscal Year 2020/2021 Assessment <u>Before Discount*</u>	Fiscal Year 2021/2022 Assessment <u>Before Discount*</u>	Fiscal Year 2022/2023 Assessment <u>Before Discount*</u>	Fiscal Year 2023/2024 Projected Assessment <u>Before Discount*</u>
Administrative	\$ 298.81	\$ 299.45	\$ 299.45	\$ <b>307.84</b>
Maintenance	\$ 195.55	\$ 194.91	\$ 194.91	\$ <b>186.52</b>
<u>Debt</u>	<u>\$ 592.80</u>	<u>\$ 592.80</u>	<u>\$ 592.80</u>	<u>\$ <b>592.80</b></u>
<b>Total</b>	<b>\$ 1,087.16</b>	<b>\$ 1,087.16</b>	<b>\$ 1,087.16</b>	<b>\$ 1,087.16</b>

\* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 205

Prepayments 2

Billed for Debt 203

Riverside Park  
Community Development District

**Financial Report For  
February 2023**

# Riverside Park Community Development District

## Budget vs. Actual

October 2022 through February 2023

	Oct '22 - Feb 23	22-23 Budget	\$ Over Budget	% of Budget
<b>Income</b>				
363.100 · Admin Assessments	59,182.94	62,152.00	-2,969.06	95.22%
363.101 · Maintenance Assessments	37,279.95	39,191.00	-1,911.05	95.12%
363.810 · Debt Assessments	114,752.35	120,339.00	-5,586.65	95.36%
363.820 · Debt Assessment-Paid To Trustee	-109,083.05	-113,119.00	4,035.95	96.43%
363.830 · County Tax Collector Fee	-2,026.25	-4,434.00	2,407.75	45.7%
363.831 · Discounts For Early Payments	-8,414.99	-8,867.00	452.01	94.9%
369.401 · Interest Income	2,105.24	240.00	1,865.24	877.18%
<b>Total Income</b>	<b>93,796.19</b>	<b>95,502.00</b>	<b>-1,705.81</b>	<b>98.21%</b>
<b>Expense</b>				
511.122 · PR Tax Expense	61.20	480.00	-418.80	12.75%
511.131 · Supervisors Fees	800.00	6,000.00	-5,200.00	13.33%
511.302 · Border Hedge/Monument/Fence	0.00	8,275.00	-8,275.00	0.0%
511.303 · Nutritional Control/Mulch	0.00	3,500.00	-3,500.00	0.0%
511.307 · Lawn/Landscape Maintenance	5,243.75	16,500.00	-11,256.25	31.78%
511.308 · Miscellaneous Maintenance	0.00	6,064.00	-6,064.00	0.0%
511.309 · Entrance Features	0.00	1,000.00	-1,000.00	0.0%
511.310 · Engineering	0.00	1,500.00	-1,500.00	0.0%
511.311 · Management Fees	8,220.00	19,728.00	-11,508.00	41.67%
511.312 · Secretarial Fees	1,125.00	2,700.00	-1,575.00	41.67%
511.315 · Legal Fees	1,515.50	8,000.00	-6,484.50	18.94%
511.318 · Assessment/Tax Roll	0.00	3,500.00	-3,500.00	0.0%
511.320 · Audit Fees	0.00	3,600.00	-3,600.00	0.0%
511.450 · Insurance	5,926.00	6,205.00	-279.00	95.5%
511.480 · Legal Advertisements	99.48	650.00	-550.52	15.31%
511.512 · Miscellaneous	125.01	825.00	-699.99	15.15%
511.513 · Postage and Delivery	40.65	200.00	-159.35	20.33%
511.514 · Office Supplies	64.95	500.00	-435.05	12.99%
511.516 · Website Management Fee	729.15	1,750.00	-1,020.85	41.67%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	0.00	4,100.00	-4,100.00	0.0%
511.734 · Continuing Disclosure Fee	0.00	250.00	-250.00	0.0%
<b>Total Expense</b>	<b>24,125.69</b>	<b>95,502.00</b>	<b>-71,376.31</b>	<b>25.26%</b>
<b>Net Income</b>	<b>69,670.50</b>	<b>0.00</b>	<b>69,670.50</b>	<b>100.0%</b>

**RIVERSIDE PARK COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
FEBRUARY 2023**

	<b>Annual Budget 10/1/22 - 9/30/23</b>	<b>Actual Feb-23</b>	<b>Year To Date Actual 10/1/22 - 2/28/23</b>
<b>REVENUES</b>			
Administrative Assessments	62,152	129	59,183
Maintenance Assessments	39,191	0	37,280
Debt Assessments	120,339	0	114,752
Other Revenue	0	0	0
Interest Income	240	0	2,105
<b>Total Revenues</b>	<b>\$ 221,922</b>	<b>\$ 129</b>	<b>\$ 213,320</b>
<b>EXPENDITURES</b>			
<b>MAINTENANCE EXPENDITURES</b>			
Lawn/Landscape Maintenance	16,500	0	5,244
Entrance Features	1,000	0	0
Miscellaneous Maintenance/Improvements	6,064	0	0
Border Hedge/Monument/Fence	8,275	0	0
Nutritional Control/Mulch	3,500	0	0
Engineering/Inspections	1,500	0	0
Contingency/Reserve (\$16,270 Available)*	0	0	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 36,839</b>	<b>\$ -</b>	<b>\$ 5,244</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	6,000	0	800
Payroll Taxes - Employer	480	0	61
Management	19,728	1,644	8,220
Secretarial	2,700	225	1,125
Legal	8,000	0	1,516
Assessment Roll	3,500	0	0
Audit Fees	3,600	0	0
Insurance	6,205	0	5,926
Legal Advertisements	650	0	99
Miscellaneous	825	10	125
Postage	200	2	41
Office Supplies	500	9	65
Dues & Subscriptions	175	0	175
Trustee Fee	4,100	0	0
Continuing Disclosure Fee	250	0	0
Website Management	1,750	146	729
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 58,663</b>	<b>\$ 2,036</b>	<b>\$ 18,882</b>
<b>Total Expenditures</b>	<b>\$ 95,502</b>	<b>\$ 2,036</b>	<b>\$ 24,126</b>
<b>Revenues Less Expenditures</b>	<b>\$ 126,420</b>	<b>\$ (1,907)</b>	<b>\$ 189,194</b>
Bond Payments	(113,119)	0	(109,083)
<b>Balance</b>	<b>\$ 13,301</b>	<b>\$ (1,907)</b>	<b>\$ 80,111</b>
County Appraiser & Tax Collector Fee	(4,434)	0	(2,026)
Discounts For Early Payments	(8,867)	0	(8,415)
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (1,907)</b>	<b>\$ 69,670</b>
Carryover From Prior Year	0	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (1,907)</b>	<b>\$ 69,670</b>

\* Contingency/Reserve Funds Can Be Used In Fiscal Year 22/23 or in Future Fiscal Years.

Original Balance = \$36,680. Current Balance = \$16,270.

Bank Balance As Of 2/28/23	\$ 353,991.25
Accounts Payable As Of 2/28/23	\$ 3,335.94
Accounts Receivable As Of 2/28/23	\$ -
Reserve Funds As Of 2/28/23	\$ 16,270.00
Available Funds As Of 2/28/23	\$ 334,385.31

# RIVERSIDE PARK CDD TAX COLLECTIONS 2022-2023

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Fees	Discount	Net From Tax Collector	Admin Assessment Income (Before Discounts & Fees)	Maint Assessment Income (Before Discounts & Fees)	Debt Assessment Income (Before Discounts & Fees)	Admin Assessment Income (After Discounts & Fees)	Maint Assessment Income (After Discounts & Fees)	Debt Assessment Income (After Discounts & Fees)	Debt Assessment Paid to Trustee
									\$ 221,682	\$ 62,152	\$ 39,191	\$ 120,339	\$ 62,152	\$ 39,191	\$ 120,339	
									\$ 208,621	\$ 58,663	\$ 36,839	\$ 113,119	\$ 58,663	\$ 36,839	\$ 113,119	\$ 113,119
1	1	Miami-Dade Tax Collector	11/23/22	NAV Taxes	\$ 9,650.99		\$ (92.62)	\$ (389.28)	\$ 9,169.09	\$ 2,706.09	\$ 1,706.30	\$ 5,238.60	\$ 2,572.24	\$ 1,619.80	\$ 4,977.05	\$ 4,977.05
2	2	Miami-Dade Tax Collector	11/25/22	NAV Taxes	\$ 7,610.12		\$ (73.06)	\$ (304.43)	\$ 7,232.63	\$ 2,122.26	\$ 1,338.26	\$ 4,149.60	\$ 2,016.43	\$ 1,271.60	\$ 3,944.60	\$ 3,944.60
3	3	Miami-Dade Tax Collector	12/07/22	NAV Taxes	\$ 172,265.64		\$ (1,653.74)	\$ (6,891.00)	\$ 163,720.90	\$ 48,205.62	\$ 30,397.62	\$ 93,662.40	\$ 45,810.58	\$ 28,887.52	\$ 89,022.80	\$ 89,022.80
4	4	Miami-Dade Tax Collector	12/22/22	NAV Taxes	\$ 9,784.44		\$ (94.04)	\$ (380.53)	\$ 9,309.87	\$ 2,728.62	\$ 1,720.62	\$ 5,335.20	\$ 2,595.67	\$ 1,636.80	\$ 5,077.40	\$ 5,077.40
5	5	Miami-Dade Tax Collector	01/11/23	NAV Taxes	\$ 11,729.09		\$ (112.79)	\$ (449.75)	\$ 11,166.55	\$ 3,288.84	\$ 2,073.70	\$ 6,366.55	\$ 3,132.60	\$ 1,972.75	\$ 6,061.20	\$ 6,061.20
6	Int - 1	Miami-Dade Tax Collector	02/13/23	Interest		\$ 128.71			\$ 128.71	\$ 128.71			\$ 128.71			\$ -
7									\$ -							\$ -
8									\$ -							\$ -
9									\$ -							\$ -
10									\$ -							\$ -
11									\$ -							\$ -
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
15									\$ -							\$ -
16									\$ -							\$ -
					\$ 211,040.28	\$ 128.71	\$ (2,026.25)	\$ (8,414.99)	\$ 200,727.75	\$ 59,180.14	\$ 37,236.50	\$ 114,752.35	\$ 56,256.23	\$ 35,388.47	\$ 109,083.05	\$ 109,083.05

Assessment Roll = \$221,682.20

Note: \$221,682, \$62,152, \$39,191 and \$120,339 are 2022/2023 Budgeted assessments before discounts and fees.

Note: \$208,621, \$58,663, \$36,839 and \$113,119 are 2022/2023 Budgeted assessments after discounts and fees.

\$ 211,040.28	
\$ 128.71	\$ 200,727.75
\$ (59,180.14)	\$ (56,256.23)
\$ (37,236.50)	\$ (35,388.47)
\$ (114,752.35)	\$ (109,083.05)
\$ -	\$ -



**Riverside Park Community Development District  
Contingency/Reserve Expenditures  
October 2015 - February 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
<b>Contingency/Reserve</b>					
	10/15/2015	Inv# 10152015863	Jag Painting Contractors Inc.	Deposit for invoice 10152015863 (Cleaning & Painting)	2,450.00
	11/01/2015	Inv# 10152015863A	Jag Painting Contractors Inc.	Final Payment for invoice 10152015863 (Cleaning & Painting)	2,450.00
	12/07/2015	Inv# 8624	Crespo Lawn Service, Inc.	Installation Of 16 Solar Power Lights	1,210.00
	02/22/2018	Inv #1304	Royal Plastering Corp.	Fence Repairs & Replacement	14,300.00
					0.00
<b>Total</b>					<b>20,410.00</b>

<b>Original Funds Available For Contingency/Reserve</b>	<b>\$ 36,680.00</b>
<b>Contingency/Reserve Expenditures As Of 2/28/23</b>	<b>\$ 20,410.00</b>
<b>Contingency/Reserve Funds Balance As Of 2/28/23</b>	<b>\$ 16,270.00</b>