

**MINUTES OF MEETING
RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the River Ridge Community Development District's Board of Supervisors was held on **Tuesday, November 19, 2013 at 1:00 p.m., at the Pelican Sound Golf and River Club at 4561 Pelican Sound Boulevard, Estero, Florida 33928.**

Present at the meeting were:

Terry Mountford	Chair
Bob Schultz	Vice Chair
George (Tom) Schoenheider	Assistant Secretary
Judy Haase	Assistant Secretary
Frank Golle	Assistant Secretary

Also present were:

Chuck Adams (<i>via telephone</i>)	District Manager
Cleo Crismond	Assistant Regional Manager
Charlie Krebs	District Engineer
Tony Pires	District Counsel
Jim Whitmore	PSGRC General Manager
Paul Kikendall	Resident
Gordon Brown	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Crismond called the meeting to order at 1:07 p.m., and noted, for the record, that all Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items (5 minutes per speaker)

Ms. Crismond indicated that the Board will hear public comments on agenda items, after each agenda item is addressed; it will be easier to remember and discuss the comments, at that time.

Mr. Golle asked if the public comments will be heard after the Supervisors have had an opportunity to discuss the agenda item. Ms. Crismond confirmed that the public will be given the opportunity to speak after the Board discusses each agenda item.

Mr. Mountford stated that he is not in agreement with that format. He noted that there are two (2) sets of guests and there might not be enough time for everyone to speak; keeping this section save the public from possibly sitting through a two (2)-hour meeting.

Ms. Crismond pointed out that there are two (2) public comment sections, agenda items and non-agenda items. She stated that it is practical to hear the non-agenda items, at this time, because the comments will address items that are not on the agenda; however, she believes it is best to hear public comments, on agenda items, as the items are addressed. Ms. Crismond stated that public comments can be heard, at this time, if the Board prefers. Mr. Mountford voiced his preference to hear public comments on agenda items at this time.

Mr. Schultz stated that a member of the public, desiring to speak, can identify which item they wish to comment on and that agenda item can be moved up. Mr. Mountford was in agreement.

THIRD ORDER OF BUSINESS

Public Comments: Non-Agenda Items (5 minutes per speaker)

Mr. Mountford announced that there were two (2) residents, from Pelican Sound, in attendance today and asked the residents if they wished to speak at this time. Mr. Gordon Brown, a resident, indicated that they are attending the meeting together.

Mr. Brown stated that his home is adjacent to the Oak Run pool with a northwest view of the hourglass lake. Mr. Brown advised that, because he lives in the community year round, he is able to observe certain things. Ms. Crismond indicated that Mr. Brown is speaking of Lake H-1B. Referring to a map, Mr. Brown confirmed that he is referring to Lake H-1B and confirmed that the lake is between Sound #2 and #3.

******Mr. Krebs joined the meeting, in person, at approximately 1:12 p.m.******

Mr. Brown reported that the lake has been void of vegetation for many years. He noted that spike grass is growing from the northwest shoreline to the southwest end of the lake. The rapid rise and recession of the water level negatively impacts vegetation, resulting in a barren area. Mr. Brown pointed out that plantings have been futile. Mr. Brown reported that the wind blows debris into a corner of the lower end of the lake and it accumulates. A couple of years

ago, Mr. Brown noticed algae or bladder wort growing in the lake. Ms. Crismond indicated that it may have been submersed vegetation. Mr. Brown clarified that the growth, floating on the surface, is blown by the wind to the same location that the debris is accumulating; the area is unsightly and has an offensive smell. Mr. Brown indicated that some residents live directly over the area and receive the full brunt of the smell; he is sheltered from it by a patch of palmettos.

Mr. Brown reported that he and other residents contacted Ms. Crismond and she reacted very quickly and effectively with raking the lake and littoral plantings. He noted that Ms. Crismond provided them with the chemical treatments and biological specifications of the lake. Mr. Brown was troubled with some of the information that he read. He indicated that the high decaying debris, in the lake, results in lower oxygen levels and produces algae blooms. Mr. Brown noted that the pH balance and other levels are not at their ideal concentration. He reported aggressive attempts to chemically balance the lake.

Mr. Brown presented several questions and concerns from various residents. He indicated that residents are concerned with the management of the water level. He explained that the lake has steep slopes and allows residents to observe the rise and fall of the water levels, during the wet and dry seasons. He questioned where, in the hydrology of the system this lake sits. Mr. Brown indicated that, from the information received, they believe that the lake sits on the top of the system and, as the system lowers, that lake lowers because it is being affected by the surface area of all the lakes below it; as the lake fills up during the summer, the lower lakes fill up just as quickly.

Mr. Brown indicated that the lack of littoral plant development might be caused by the increase and decrease of the water levels. He noted that the severe slope in the lake submerges the littoral plants under water, during the rainy season, and contributes to their lack of development.

Mr. Brown clarified that his information is only a hypothesis formulated by him and other residents; they are not biologists.

Mr. Brown summarized that Ms. Crismond and Staff have been very responsive to residents' concerns and provided them with the necessary information. He indicated that residents are suggesting increasing the slope or installing an additional slope, which will result in less depth and allow the littoral plants to stay above water. Mr. Brown pointed out that the lake's southern shoreline is sloped and the littoral plants and spike grass thrive in this shallow area. Due to the direction of the wind gust, this area does not accumulate debris.

Mr. Brown voiced his opinion that adding bacteria to the lake will raise the oxygen levels and assist with eradicating the decomposing material; the residents suggest that the District take action and aggressively pursue the decomposing material, which is the root cause of the algae. He noted that installing fountains, for aeration, is another solution to algae growth. Mr. Brown indicated that “sloping” the banks will assist the littoral growth and might decrease algae growth.

Mr. Mountford asked if the lake currently has aeration. Ms. Crismond replied affirmatively. Mr. Brown clarified that it has four (4) aerators, two (2) in the south end and two (2) in the north end. Mr. Brown noted that the north end of the lake does not have as big of an algae problem and the shoreline has a better ability to sustain littoral plants. He believes that the north end of the lake might have better aeration or a higher slope.

Mr. Mountford asked Ms. Crismond for her observations. Ms. Crismond noted that Lakes H-1A and H1B have been extremely problematic. She indicated that there was a lot of submersed vegetation in the H Lakes and other lakes. Ms. Crismond reported that LakeMasters has been treating the problem for two (2) years and the situation is under control; there is a noticeable improvement. She indicated that LakeMasters reported that submersed vegetation is floating to the top of the lakes and they have raked several times.

Ms. Crismond acknowledged Mr. Brown’s concerns and explained that, although, Mr. Brown’s concerns are primarily regarding algae on the southern portion of the lake, the problem is that algae has spread throughout the lake. She asked LakeMasters to rake the entire lake, the previous week. Ms. Crismond advised Mr. Brown that debris is collecting in that portion of the lake but the problem is not occurring only in that area. She indicated that the lake is aerated and the system is functional. Ms. Crismond noted that the size of the slopes is not a contributing factor to the problem. Mr. Mountford asked if more aeration would be beneficial. Ms. Crismond explained that Staff will continue treating the lake. Ms. Crismond explained that LakeMasters’ water test report depict nothing unusual; the water is high in nutrients because everyone is fertilizing, at the moment.

Mr. Schoenheider asked Mr. Krebs if Lake H-1B is the “head water lake” and which lake feeds it. Mr. Krebs indicated that the surrounding properties feed that lake. Referring to a map, Mr. Krebs outlined the feeding order of the lakes. Mr. Krebs explained that the lakes are all connected and the pipes are large enough; therefore, there should be no difference in elevation between Lakes H-1 and H-2, unless there is a blockage. Mr. Krebs reported that there is a

control structure that monitors the amount of water that is fed into the lakes. Mr. Krebs pointed out that there is a control structure that restricts the water flowing into Halfway Creek.

Mr. Krebs indicated that there are control structures in various lakes within the community. Referring to the three (3) H Lakes, Mr. Krebs noted that they should all be the same elevation. He explained that the water in the downstream lakes recede at such a low rate and cause the H lakes to fall at the same time. The same thing occurs in reverse, as the lakes fill, even during a heavy rain storm, the pipes are large enough that the water coming in from the surrounding land will fill the lakes up generally around the same elevation. Mr. Krebs noted that slight fluctuations may be observed between the lakes; however, if the lakes are measured, they will be roughly the same elevation.

Mr. Schoenheider recalled that the drains were recently inspected and cleaned. Ms. Crismond replied affirmatively. Ms. Haase asked whether there is a mechanism that is turned on and off to add or drain water from the lake, or if it occurs naturally. Mr. Krebs explained that it is a fixed weir structure, not as large as the concrete weirs in the dry detention area; it is the same type of structure that is used by the District in other basins, as they cascade from one (1) to another. Mr. Krebs indicated that the weirs are either concrete or aluminum baffles with a cut-out notch to restrict the rate of flow from that basin and the uplands, based upon what South Florida Water Management District (SFWMD) has determined for the District's entire drainage, which is the Estero River. The District tries to maintain the flow at the prescribed rate.

Mr. Schoenheider asked whether a fountain will benefit that area. Ms. Crismond explained that fountains are installed for aesthetic purposes; they do nothing to improve water quality. Mr. Mountford asked if additional aerators could be beneficial. Ms. Crismond indicated that it is a four (4)-head system; she will discuss the possibility of adding two (2) additional aerators, with the contractor. Mr. Mountford was in agreement. Ms. Crismond stated that she will obtain quotes for installation of the aerators.

Ms. Crismond advised Mr. Brown that the District does not install fountains; however, if his community would like to install a fountain, they can enter into an agreement with the District to have a fountain installed. Ms. Crismond clarified that installation of a fountain will not cure the problem. Mr. Mountford stated that Pelican Sound Golf & River Club (PSGRC) maintains the fountains and should be involved in the process.

Mr. Brown asked if changing the circulatory matter, of the water, will make a difference. Ms. Crismond reiterated that installing a fountain will not make a difference. Mr. Mountford

indicated that he believes Mr. Brown is referring to a littoral shelf; if the shelves are torn down, they should be rebuilt. Ms. Crismond asked Mr. Brown if he is referring to the littoral shelves. Mr. Brown replied no and explained that the PSGRC has an aerator located in the center of the lake. Mr. Brown suggested installing a mechanical device to create circulation and force the water to flow around that corner and back. Ms. Crismond was not sure what device Mr. Brown was referring to. Mr. Krebs stated that he might be referring to a submerged pump that will force water to move. Mr. Krebs explained that the circulation pattern will assist in dislocating the sedentary soil; the bottom soil would be pushed around and cause new problems, such as cloudy water or erosion. Mr. Krebs clarified that the pump will push water horizontally instead of vertically.

Mr. Schoenheider asked if there is a difference between the littoral shelves located in the lower lakes and the rest of the lakes and noted that the littoral shelf located in Sound #2 does not drop. Mr. Krebs indicated that SFWMD required the District to create conservation, marsh areas and low shelf areas that run out long distances. Ms. Crismond stated that an example would be the littoral shelves that give the impression that they are located within the lake, when they are actually conservation areas that run into the lake, per the SFWMD requirement. Mr. Mountford believes that Ms. Crismond's comment does not apply to Sound #2. Mr. Krebs was in agreement with Mr. Mountford's remark.

Mr. Krebs explained that the majority of the shelves located in that area were generated as on-site mitigation. In some lakes, the conservation areas were built to create the littoral shelves and assist with water quality, as well as, to restore the marsh areas that were removed. Mr. Krebs indicated that there might be other locations that developed into long, drawn out areas, where the side slopes, that are supposed to be 4:1, eroded and lessened, causing material to pour into the lakes and create a flatter sloped area. Mr. Krebs noted that he cannot confirm the size of the slope without conducting a survey. Mr. Krebs stated that rules, within SFWMD's on-going maintenance requirements, reflect that, as the lakes rise and fall, annually, material is pulled out of the side slope and forms a little step. When the step reaches 8" to 12", SFWMD requires that the District regrade, remove the step and restore the shoreline to its original state. Ms. Crismond clarified that the step must be 9". Mr. Mountford suggested conducting an inspection of the shorelines. Ms. Crismond explained that the inspection is part of Staff's annual audit; the shoreline, adjacent to the pool, can be inspected during the next review.

Mr. Mountford asked how much work is entailed with installing a littoral shelf. Ms. Crismond inquired if he was referring to a new littoral shelf. Mr. Golle clarified that Mr. Mountford was referring to restoring the littoral shelf to its original state. Mr. Krebs stated that, if it is supposed to be a littoral shelf, he does not understand how it would have disappeared, unless something is mechanically wrong. Mr. Krebs explained that inlets and drain pipes are not installed near littoral shelves, for that same purpose. Mr. Schultz opined that the area does not have a shelf, it is just slanted. Mr. Krebs clarified that most of the lakes are as Mr. Schultz described, with a 4:1 slope that goes to a depth of 6' below what the control elevation is for that basin and, then, changes to a 2:1 slope. Mr. Krebs stated that a survey reflecting a 3.5 to 4.5 slope is where it is supposed to be. For construction purposes, SFWMD allows slope design to be 3.5 and 4. Anything greater than 4 is a reduced slope, which is good. Mr. Krebs indicated that the lakes are installed deep to accommodate soil during on-site fills, plus shallower lakes accrue cattails and other maintenance items.

Mr. Schultz asked if Lakes H-1 and H-2 are the deepest within the District. Mr. Krebs and Ms. Crismond were not sure. Mr. Krebs indicated that most lakes are between 12' and 20'. These lakes are required to have aeration, because of the depth. Mr. Krebs clarified that 12' lakes are not required to have aeration; however, the District installed aerators in 12' lakes. Ms. Crismond stated that the District installed aerators in 3' lakes to assist with oxygen levels and water quality. Mr. Schultz expressed agreement with Mr. Mountford's prior comment regarding inspecting that area to determine if restoration is necessary.

Mr. Krebs recalled that, this summer, his firm was involved with installation of a two (2)-acre lake that developed algae blooms within two (2) weeks. He pointed out that it was a new lake with new littorals; therefore, there was no dead vegetation. In July or August, Mr. Krebs contacted Mr. Adams and Ms. Crismond to confirm whether they were experiencing algae blooms within their Districts and determined that the problem was countywide. Mr. Krebs explained that the high water temperature, mixed with nutrient rich runoffs, causes perfect conditions for algae blooms. Mr. Mountford asked if this is a new or recurring problem. Mr. Brown noted that he noticed the problem for at least two (2) summers. Mr. Brown indicated that his observation is not a scientific observation; he examines the lakes as he is playing golf. Mr. Mountford asked Mr. Brown to continue reporting his findings to Ms. Crismond. Ms. Crismond advised Mr. Brown that he can call or email her.

Mr. Mountford asked Ms. Crismond if a report can be prepared for distribution during the January meeting. Ms. Crismond replied affirmatively. Mr. Krebs confirmed that he will inspect the littoral shelf. Ms. Crismond indicated that the shoreline will be inspected during the next review. Mr. Schultz asked that these items be placed on the action items list. Mr. Mountford asked when the next review will be held. Ms. Crismond advised that a review was performed the prior week and the next review will be held after Thanksgiving. Mr. Mountford asked if the information will be available for the December meeting. Ms. Crismond stated that the information will be available for either the December or the January meeting.

Ms. Crismond indicated that Mr. Graft, a resident, emailed Staff regarding dredging. She will forward the email to Mr. Krebs.

Ms. Crismond recalled that an additional 10,000 littorals were replanted in Lakes H-1A and H-1B and the fee was deducted from LakeMasters' current contract. She explained that the replanting was necessary as a result of LakeMasters aggressive use of chemicals within the lake. Ms. Crismond asked residents for their patience during the littoral restoration. A resident confirmed that the area is looking better.

Mr. Mountford suggested that Ms. Crismond and Mr. Krebs prepare the reports for the January meeting.

In response to Mr. Brown's request, Mr. Krebs located the drainage pipes on the map.

Mr. Schultz asked if the District maintains the aerators. Ms. Crismond replied affirmatively. Mr. Schultz advised that the aerator in Lake H-1C is not working.

FOURTH ORDER OF BUSINESS**Continued Discussion: Amended Rules of Procedure**

Mr. Mountford asked about the information located behind Tabs 4 and 5. Mr. Pires clarified that there are two (2) documents, one (1) is the overall review of the District's rules with regard to meeting form and protocol, as well as the solicitation process and engaging consultants and/or construction materials. The second document, "Protocol and Meeting Procedures" is purely associated with meetings and how meetings will be conducted. Mr. Mountford asked if the "Protocol and Meeting Procedures" is supposed to be more reader friendly. Mr. Pires replied affirmatively and indicated that the document provides more information on meeting procedures. Mr. Mountford pointed out that both documents should not disagree with each other. Mr. Pires replied affirmatively.

Mr. Pires distributed a revised version of the Amended Rules of Procedure and advised that, in reviewing the minutes, he noticed that all the amendments, suggested by the Board, were not included in the revisions.

Mr. Mountford indicated that some requirements are mandated by law and asked if the quorum requirement is mandated by the state. Mr. Pires replied affirmatively. Mr. Pires clarified that the quorum requirements are based on instructions from the attorney general and the court as to the meeting requirements of the public Sunshine Law. This will ensure that the Board cannot meet in Orlando or have two (2) Board Members attend in person and two (2) by telephone. The Board must physically have a quorum present, is a function of State Law, as interpreted by the attorney general and the court. Mr. Schultz asked if this requirement is the reason that Mr. Pires stated that three (3) Board Members must be physically present during meetings. Mr. Pires replied affirmatively. Mr. Pires clarified that a four (4)-person Board must have three (3) Board Members physically present and, if the Board had two (2) vacancies, a three (3)-person Board must have two (2) Board Members physically present.

Mr. Mountford indicated that the section on attending meetings by teleconference or video is confusing; it almost implies that Board Members can attend a meeting from five (5) different locations. Mr. Pires clarified that section is geared more towards state agencies than the governmental bodies governed by the Sunshine Law. Mr. Pires noted that state agencies allow other board members and members of the public to appear utilizing media technology, from remote locations. Mr. Pires stated that the District is not required to hold meetings that way but it can, if the Board wishes. Although, the Board allows Supervisors to attend via Communications Media Technology (CMT), Mr. Schoenheider asked if there must be three (3) Board Members physically present. Mr. Pires replied affirmatively. Mr. Schoenheider indicated that he could not find that verbiage in the CMT section. Mr. Schultz noted that he could not find that information either. Mr. Pires indicated that he will make sure that information is clear in the document.

Mr. Mountford stated that the section implies that The Meadows' Board could attend a District Meeting, telephonically, from the clubhouse, if they choose to. Mr. Pires replied affirmatively. Ms. Crismond indicated that the property manager previously requested the call-in information for meetings; however, Staff has not provided it because Management pays for the service and does not charge the District for it. The call-in number is strictly for Staff and Board Members. Mr. Mountford indicated that the Board may do so, if it chooses; however, he is not

suggesting that the District allow this. He wants to understand how that system will work. Ms. Crismond indicated that people have requested the information because they do not want to attend the meeting in person and Mr. Adams has denied the request because Management pays for the service. Mr. Mountford noted that The Meadows is close and there is no need for telephonic attendance.

In response to Mr. Schoenheider's inquiry, Mr. Golle stated that two (2) people are allowed to attend a meeting telephonically. Mr. Pires clarified that, if Mr. Schoenheider is referring to people other than Board Members, Staff can set up a teleconference number with unlimited attendees. Ms. Crismond clarified that, because Management pays for that service, only Staff and Board Members are allowed to attend meetings telephonically. Mr. Golle clarified that he was referring to Board Members; two (2) can attend telephonically with three (3) attending in person. Mr. Pires replied affirmatively. Mr. Mountford stated that, if that information is not clearly defined in the rules, it will be problematic. For instance, it will cause problems if the Board denies the request from The Meadows and approves someone else's request. Ms. Crismond noted that has not occurred.

Mr. Golle stated that the inclusion of a minimum of three (3) Board Members physically present, during a meeting, will eliminate the need to include the definition of "physically either in person or telephonically". Mr. Pires indicated that point is addressed statutorily on Page 7. He read Paragraph H.2.:

"Nothing in this rule shall be construed to permit the District to conduct any meeting otherwise subject to the provisions of Section 286.011, Florida Statutes, by means of communications media technology without making provision for the attendance at that meeting or workshop of any member of the public who desires to attend."

Mr. Pires clarified that Section 286.011, Florida Statutes, is the Sunshine Law, and it specifies the quorum requirements. He indicated that the CMT verbiage can be removed, if the Board prefers and the District does not plan to use it. Mr. Golle recalled that Mr. Pires has stressed the importance of including Board Member's telephonic appearance in the meeting minutes. Mr. Pires indicated that Mr. Golle is referring a motion allowing a Board Member's telephonic participation. Mr. Pires stated that is a function of the attorney general's opinion construing Section 286.011. Mr. Golle pointed out that verbiage pertaining to the motion for

telephonic appearance is not included in the Amended Rules of Procedure. Mr. Golle is not sure how detailed the Amended Rules of Procedure will be. Mr. Pires indicated that attempting to capture and codify the rules with the evolving interpretations on meeting participation, by the attorney general and the courts, would result in frequent amendments of the rules.

Mr. Golle indicated that, when reading Page 3, Paragraph A.1.02.B. Quorum, he made a note to ask about telephonic appearance, next to the words “physically present”. Mr. Golle noted that “either in person or telephonically” is addressed later in the rules and it would read easier if it is addressed earlier. Referring to Paragraph A.1.02.B., Mr. Pires indicated that telephonic appearance is mentioned subsequent to the quorum requirement because it is limiting and requires that the Board be physically present. Mr. Pires stated that appearance is either in person or telephonic. Mr. Pires indicated that he can rearrange the language, if the Board prefers. Mr. Golle noted that one (1) of the sentences can be eliminated. Mr. Golle asked if Mr. Pires is suggesting that the first sentence read “...it must be a minimum of three (3) Board Supervisors present” to constitute a quorum. Mr. Pires replied no and clarified that there might be a situation with two (2) vacancies; therefore, in that case, two (2) Board Members physically present would constitute a quorum. Mr. Golle pointed out that situation is covered elsewhere in the rules.

Mr. Pires reiterated that, if the CMT verbiage causes confusion or the Board feels that it will never be utilized, he can remove it. Mr. Mountford felt that it adds nothing. Mr. Mountford noted that the rules succinctly address telephonic appearance in other areas.

Mr. Mountford noted that Paragraph A.102.D Committees, is confusing. Mr. Schultz indicated that several Board Members have questions and asked if the document can be reviewed one (1) page at a time. Mr. Pires replied affirmatively. Mr. Schoenheider asked if the review will start on Page 4. Ms. Crismond indicated that it will start on Page 3.

Referring to Paragraph 5 on Page 4, Mr. Golle noted that it reflects that the Treasurer “must be a resident of Florida”. He asked if the person must be a full-time Florida resident. Mr. Pires clarified that the Board Member must be registered to vote in the State of Florida. Mr. Schoenheider asked if a person who is not registered to vote, can be a Member of this Board. Ms. Crismond replied affirmatively. Mr. Schoenheider noted that some people have multiple residences. Mr. Pires advised that, in order to be elected as a Board Member, you must be registered to vote in Florida and reside within the District’s boundaries.

Mr. Mountford stated that the Board officially has three (3) Secretaries, a Chair and Vice Chair. Mr. Pires advised that the Board has three (3) Assistant Secretaries. Ms. Crismond

clarified that the Board is comprised of three (3) Assistant Secretaries, a Chair and a Vice Chair, along with Mr. Adams as the Secretary and Mr. Wrathell as Treasurer. Mr. Mountford indicated that the Board does not handle the meeting minutes; therefore, he does not understand why Paragraph 4, on Page 4, addresses meeting minutes. Mr. Pires noted that the paragraph states that "The District Manager may serve as Secretary." Ms. Crismond confirmed that the District Manager serves as Secretary. In response to Mr. Mountford's question, Mr. Pires confirmed that the District's Resolution depicts the same information. For clarification, Mr. Mountford questioned if the paragraph means that the District Manager physically takes the meeting notes or is responsible for the minutes. Mr. Pires confirmed that it reflects that he is responsible for the meeting minutes.

Referring to Page 4, Paragraph D. Committees, Mr. Mountford asked if it refers to committees formed by residents. Mr. Pires replied affirmatively. Mr. Mountford asked if that information should be reflected in the paragraph. Mr. Mountford indicated that the Sunshine Law impedes the Board from meeting as a committee. Mr. Pires explained that a committee, making recommendations to the Board, must operate under the Sunshine Law. Mr. Pires clarified that, even though a committee does not make decisions, the fact that they serve as an advisory to the Board mandates compliance with the Sunshine Law. Mr. Pires expounded that a fact finding committee is exempt and will not have to comply with the Sunshine Law; their function is to report facts and not make recommendations.

Mr. Mountford recalled a committee led by a Board Member and he requested that paragraph reflect that only one (1) Board Member can be a member of a committee. Mr. Pires did not recall the committee. Ms. Crismond explained that the committee was comprised of a Board Member, the District Manager and residents. She recalled that the committee held regular meetings and reported to the Board, during Board Meetings. Ms. Crismond noted that the District has formed several committees. Mr. Mountford pointed out that a Supervisor has always been a member of each committee. Ms. Crismond concurred.

Mr. Schultz asked if committee meetings must be advertised, if one (1) Board Member is a constituent. Mr. Pires explained that an ad hoc committee, formed by residents, with a Board Member participating, on the District's behalf, outside of a Board Meeting, is not subject to the Sunshine Law. Mr. Pires clarified that, if it is a District committee, the meeting must be noticed and posted but not advertised and meeting minutes must be recorded. Mr. Golle felt that is contradictory. Mr. Pires reiterated that a neighborhood committee with a Board Member

representing the District does not have to comply with the Sunshine Law; however, if the Board establishes the committee and appoints the members, it becomes the District's committee and it will be subject to the Sunshine Law. Discussion ensued regarding committees.

Mr. Golle asked if a Supervisor is allowed to chair a committee. Mr. Pires clarified that a committee meeting is not a Board Meeting. Mr. Pires noted that a committee meeting can become 'tricky' if several Board Members attend a committee meeting and dialogue occurs; that has the potential to be discussed by the Board during a Board Meeting. Mr. Pires stated that discussions that will not come before the Board during a Board Meeting will not be a problem.

Mr. Mountford recalled that three (3) Board Members attended a Pelican Sound meeting and two (2) Board Members left the room while one (1) Board Member spoke. Mr. Pires clarified that one (1) Board Member can be designated a speaker if the other (2) remain silent.

Mr. Pires asked the Board if there is consensus to adjust the verbiage in Paragraph D. to reflect the inclusion of one (1) Board Member. Mr. Mountford replied affirmatively. Mr. Mountford would like the Board to have control over a committee created by the Board; the Board does not have to chair it but should be a part of it. Mr. Pires suggested adding language that will set parameters for a committee's roles, duties and functions, by resolution from the Board.

Mr. Golle stated that, it is his understanding that personnel matters are discussed in private Board Meetings with an attorney present, in person or by telephone. Mr. Pires clarified that, in governmental settings, some personnel matters are discussed privately, under certain circumstances. Mr. Pires indicated that, currently, the District does not have personnel; everyone is an independent contractor/vendor.

Mr. Golle asked the legal definition of "ratifies". Mr. Pires explained that it comes before the Board and the Board states that the action, that was previously taken, is affirmed/ratified by the Board.

Referring to Page 7, Mr. Pires asked if Section H. Communications Media Technology (CMT). should be removed. Mr. Schultz replied affirmatively. Mr. Golle asked if "a reasonable amount of time", in Paragraph G. Public Comment, should be changed to "5 minutes per speaker", or if the amount of time should be left to the Board's discretion. Mr. Pires replied affirmatively.

Mr. Golle compared Paragraph F. Emergency Meeting., on Page 6, to Paragraph F. Emergency Contract., on Page 11, and he noted that, on Page 6, the decision is made by the

Chair or Vice Chair and, on Page 11, it is made by the District Manager. Mr. Pires stated that is appropriate to change District Manager to Chair or Vice Chair, on Page 11.

Mr. Schoenheider asked if “CATEGORY FOUR”, on Page 11, refers to a dollar amount. Mr. Pires replied affirmatively and explained that currently Section 287.017, Florida Statutes, caps the amount at \$195,000.

Referring to Paragraph C.2. Procedure., Mr. Schoenheider asked if the District received a dispute to any bid that it has awarded. Ms. Crismond replied no. Mr. Pires clarified that the District is not required to advertise proposals under \$195,000. Mr. Pires explained that, in this instance, the procedure for a formal or informal bid solicitation is dictated by the value of the project. Ms. Crismond recalled that the Board previously advertised for proposals below the \$195,000 threshold and decided against it, to protect the Board against possible disputes.

******Mr. Adams joined the meeting, telephonically, at approximately 2:10 p.m.******

Mr. Schoenheider asked if the District’s maintenance agreement with the PSGRC falls under the guidelines depicted on Page 14, Paragraph 8.E. Contract Renewal. Mr. Pires indicated that the District’s agreement with the PSGRC is ongoing and falls under different guidelines. Mr. Pires noted that the PSGRC provides additional service, other than maintenance, such as security and access control.

Referring to Section A-1.07 Procedure for Contracting For Other Services Other Than Those Outlined In Sections A-1.05 And A-1.06, on Page 15, Mr. Pires explained that the Board may, at times, decide to use the formal selection process for consultants/vendors, during an occasion that the formal process is not required by law.

Mr. Schoenheider referred to the District’s contract with AJC Associates, Inc., for special assessment roll services and asked if the District is supposed to solicit bids for that service. Mr. Pires replied no and clarified that the District is allowed to make individual negotiations, in certain cases. Mr. Pires noted that the agreement with AJC Associates, Inc., falls under the guidelines reflected on Page 15 and it is not statutorily required to be put out to bid.

On Page 18, Mr. Schoenheider asked what the term “Piggybacking”. means. Mr. Pires explained that this rule prohibits a governmental entity from benefitting from the terms of another governmental entity’s contract.

Mr. Pires confirmed that he will make the changes requested by the Board and present an Amended Rules of Procedure, for adoption, during the next Board meeting.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Public Comment and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

- **Notice of Rule Development**
- **Notice of Rule Making**

B. Consideration of Resolution 2014-1, Adopting Rules of Procedure of the River Ridge Community Development District; Providing a Severability Clause; and Providing an Effective Date

Mr. Pires requested a motion to continue the Public Hearing to the December 17, 2013 meeting.

On MOTION by Mr. Schoenheider and seconded by Ms. Haase, with all in favor, the Public Hearing to Consider Resolution 2014-1, was continued to December 17, 2013, at 1:00 P.M., this location.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2014-2, Establishing Meeting Protocol and Procedures Including Procedures for Public Comment at Public Meetings of the Board of Supervisors

Mr. Pires reported that he removed the Pledge of Allegiance from the meeting procedures and made other changes, as previously requested by the Board. He asked if the Board would like to review the meeting procedures one (1) page at a time. A Board Member replied no.

Mr. Mountford asked if the District has a formal speaker form. Ms. Crismond replied affirmatively and noted that the form is a requirement.

In Section C. Public’s Right to be Heard, Paragraph 1, Mr. Golle noted that the period after the word “and” should be removed. Mr. Pires acknowledged the correction.

Mr. Golle asked if the District follows formal rules, such as Robert’s Rules of Order. Mr. Pires indicated that the Board can, if they choose to; however, he advises the Board not to because some people get hyper technical when following Robert’s Rules of Order.

On MOTION by Ms. Haase and seconded by Mr. Schoenheider, with all in favor, Resolution 2014-2, Establishing Meeting Protocol and Procedures Including Procedures for Public Comment at Public Meetings of the Board of Supervisors, as amended, was adopted.

In response to Mr. Schultz' comment, Ms. Crismond confirmed that the resolutions that are adopted will be posted on the District's website.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2014-3, Amending the General Fund Budget for Fiscal Year 2013

Mr. Schultz inquired what precipitated amendment of the general fund. Ms. Crismond indicated that the cause was excess revenue and higher expenditures.

Mr. Adams explained that the budget amendment was triggered by the District exceeding the budgeted expenditures. He indicated that Staff is able to determine whether line amounts need to be increased or decreased at the end of the fiscal year. Mr. Adams noted the additional \$10,000 in the "Contingencies" line item, under the "Administrative" column. Mr. Adams stated that he wants to make sure that the budget has enough 'cushion' to withstand the fiscal year's expenditures without coming to the Board to request additional funds.

Mr. Adams explained that the Board is over in its expenditures by \$9,000. He indicated that fund balance was utilized, per the Board's prior decision.

Mr. Adams advised that the amendment is a year-end "clean-up" and will assist to avoid a finding in the District's year-end audit.

Mr. Schultz did not recall amending the budget in prior years. Mr. Schoenheider indicated that this has not been done. Mr. Adams was in agreement and noted that, in this particular year, the District was over budget by approximately \$9,000.

Mr. Golle asked if the amendment will raise a red flag with the auditor. Mr. Adams stated that this small amount will not raise concerns. Mr. Adams pointed out that the District has funds to cover the over expenditure and it will not qualify as an indicator of a deteriorating financial condition.

Mr. Schultz asked if the District is entering Fiscal Year 2014 with a surplus fund balance. Mr. Adams replied affirmatively and he noted that, per the Board's request, a portion of fund

balance was utilized to establish designated surplus line items, to be used to make necessary improvements, such as roadway repairs.

Mr. Golle noted that Mr. Adams referred to the \$9,000 over expenditure as a “small amount” and asked why the amendment is necessary. Mr. Adams clarified that the amendment is necessary to avoid a finding in the year-end audit, located in the “Report to Management” section of the audit. The exercise of amending the budget will put the District in a position where the budgeted expenditures will end up less than budget, prior to the final audit steps. Mr. Adams indicated that the additional \$10,000 was added to offset any prior adjustments that may take place during the actual audit process.

Mr. Pires asked if Mr. Adams is referring to Chapter 218, where it states that if “this is not addressed at the conclusion of the audit, the auditor has to advise all the other board members (the “Board”) of the fact that there is a fund balance deficit in total for any portion of the fund balance, not classified as restricted, committed or nonexpendable”. Mr. Pires asked if Mr. Adams is trying to achieve not having the auditor go through this process. Mr. Adams replied affirmatively and indicated that the process will be eliminated by amending the budget.

Mr. Golle asked if it is “cheaper” to do this or go through the audit finding. Mr. Adams confirmed that it is much cheaper to amend the budget.

Mr. Mountford recalled prior discussion regarding the variances that led to the budget’s over expenditures, during the lengthy budget discussions. He noted that the amendment will be adopted for legal reasons because the Board performed a good job in reviewing the variances, during prior meetings.

On MOTION by Mr. Schoenheider and seconded by Ms. Haase, with all in favor, Resolution 2014-3, Amending the General Fund Budget for Fiscal Year 2013, was adopted.

EIGHTH ORDER OF BUSINESS

Discussion: Goals and Objective Plan for Fiscal Year 2014

Ms. Crismond recalled that, during the prior meeting, the Board decided to prepare individual lists of objectives for Fiscal Year 2014 and present them during today’s meeting. She indicated that she received a list from Mr. Schultz.

Mr. Schultz stated that he prepared his list to get everyone thinking along the same lines. He read the four (4) major items and sub items on his list. He indicated that the first item, "Budget Process", was previously mentioned by Mr. Mountford. Referring to the sub-item "Other infrastructure (Lake banks)", Mr. Schultz recalled the earlier lake bank concerns mentioned by Mr. Brown.

With regard to the "Best Practices" item, Mr. Schultz believes that the Board should review procedures practiced by other districts to determine if they should be implemented within the District.

Mr. Adams expressed agreement with Mr. Schultz' recommendations and asked if other Board Members have additional suggestions. Ms. Crismond indicated that no other lists were received.

Referring to Mr. Schultz' objective to increase communications with PSGRC and The Meadows, Mr. Adams stated that this communication will depend on the personality of the boards. He pointed out that the District has different means of reaching out to the community, such as the District's website. Mr. Adams does not believe that the website generates a lot of traffic and is utilized for informational purposes. He noted that, in reaching out to the community, newsletters work well and work more efficiently. Mr. Adams pointed out that Staff implemented a newsletter in the Brooks of Bonita Springs. He stated that the newsletter can be mailed geographically and clarified that the post office can be advised to mail the newsletter within the boundaries of Pelican Sound. Mr. Adams clarified that the newsletter is not addressed to anyone in particular; it would reflect an addressee of "current resident" and the estimated mailing cost is \$0.16 per newsletter. He noted that newsletters are not always forwarded; therefore, the District must pick and choose an efficient time of year for mailing them. Mr. Adams explained that the newsletter might encourage resident participation in Board Meetings and community discussion.

Referring to the lake banks, Mr. Adams suggested monitoring them on a monthly basis. He noted that certain areas are in need of remediation. Mr. Adams explained that the remediation program in Lee County requires soil replacement and turf. He noted that geotubing is not an acceptable practice in Lee County but it is acceptable in Collier County. Mr. Adams explained the geotube process.

Mr. Adams reported that Staff will concentrate on the budget process this year. Additional time will be spent in the planning aspect of the budget. Mr. Adams acknowledged

Mr. Mountford's budget concerns and indicated that Staff will work on more accurate budget projections.

Mr. Mountford felt that an extensive discussion is not necessary, at this time. Mr. Mountford acknowledged Mr. Schultz' list and noted that he should have prepared one. He indicated that quality audits should be added to the list. Mr. Mountford stated that the list should include items that will give the community something to look forward to. He noted that a list, separating the District's and PSGRC's duties, should be developed. Mr. Mountford suggested discussing the list during various meetings and scheduling target dates for completion of the items.

Mr. Schoenheider suggested picking one (1) topic at a time, for inclusion on future agendas, for detailed discussions. Mr. Adams was in agreement and confirmed that an open discussion will be held during the December and January meetings.

Mr. Pires recalled that, during the prior meeting, he mentioned that one (1) of the districts that he works with adopted the "Principle and Budget Philosophy", as a formal rule. He noted that he forwarded a copy to Ms. Crismond or Mr. Adams.

Mr. Golle suggested mailing an annual report to all residents at the end of the fiscal year. This gives the Board an opportunity to summarize the District's accomplishments and recap the budget. Mr. Schultz noted that this can be the first discussion during the next meeting. Mr. Schultz noted the high turnaround rate within the community. Mr. Golle noted that 73 homes were sold, to date.

Ms. Crismond confirmed that "Communications" will be the first item, from the list of objectives, to be included on the agenda, for continued discussion.

NINTH ORDER OF BUSINESS

**Consideration of Award of Contract:
Lake and Wetland Maintenance**

Ms. Crismond reported that six (6) companies responded to the District's request for proposals (RFP) for lake and wetland maintenance and four (4) companies are on the final list for consideration of award of contract. Ms. Crismond presented her recommendation memo.

Ms. Crismond indicated that a bid was received from the current contract, LakeMasters. She stated that LakeMasters has performed a good job, with the exception of the ongoing problems with the H lakes; other than that, the lakes are looking good, overall.

Ms. Crismond reported that additional bids were received from Aquatic Weed Control, EarthBalance and Lake & Wetland. She noted that Aquatic Weed Control does not have a local office; they have offices on the east coast and in the Orlando area.

Ms. Crismond recalled that EarthBalance performed some work for the District, in the past. EarthBalance partnered with American Ecosystems. They are based out of St. Petersburg and have no local presence.

Ms. Crismond indicated that Lake & Wetland's corporate office is located in Boynton Beach and they have local offices in Lee and Collier Counties. She advised that positive references were received from Pelican Marsh, Tiburon and Botanica Lakes. Ms. Crismond indicated that Staff has not worked with Lake & Wetland; however, their references are exceptional. She noted that they have an 18-year contract with one (1) of the communities, with minimal to no issues.

Mr. Crismond reported that LakeMasters requested a 23% increase above their current contract. She noted that Lake & Wetland's bid of \$55,922 is within the District's budgeted amount of \$69,000.

Mr. Mountford noted LakeMasters' high bid and asked if it reflects the true costs of maintaining the District's lakes. Ms. Crismond stated that she discussed the bid amount with them and LakeMasters indicated that they experienced a \$10,000 loss in revenue, due to the District's high demand for the use of chemicals in the H Lakes.

Ms. Crismond pointed out that the District's needs and the detailed specifications are very clear. She stated that a 23% increase from the prior year's contract is too extreme. Mr. Mountford questioned if LakeMasters wanted the District's business.

Ms. Crismond noted that Pelican Marsh and Tiburon are high end communities and must require exceptional services, at the same level of the District. Mr. Schultz indicated that he likes the price of Lake & Wetland's bid. Mr. Adams indicated that he followed up with Pelican Marsh and Tiburon.

Mr. Mountford expressed agreement with accepting Lake & Wetland's bid and noted that it will put a lot of pressure on Ms. Crismond to make sure that they are performing their job. He noted that a contract is best when both parties are happy; he does not want them to be dissatisfied with the amount of work that must be done.

Ms. Crismond indicated that Mr. Adams contacted individuals that work for Pelican Marsh and Tiburon and they had nothing negative to say about Lake & Wetland's performance.

She noted that, with the positive reviews, it will not hurt to try them out. Mr. Mountford asked if the contract contains a 30-day termination clause. Ms. Crismond replied affirmatively. Mr. Schultz was happy with their bid.

On MOTION by Mr. Schoenheider and seconded by Mr. Schultz, with all in favor, the Lake & Wetland proposal for lake and wetland maintenance, in the amount of \$55,922 for the first year and \$55,922 for the second year, was approved.

Ms. Crismond reported that the contract will go into effect January 1, 2014.

TENTH ORDER OF BUSINESS

Consideration of Agreement with Lee County for the Delivery and Use of Reclaimed Effluent Water

Ms. Crismond indicated that Mr. Jim Whitmore expressed interest in this agenda item. It was mentioned that he had to leave to attend a meeting with the contractor.

Ms. Crismond recalled that this matter was discussed during the prior meeting and was continued to today's meeting to allow for Mr. Adams' comments and additional Board comments.

Mr. Adams reported that he had several communications with Mr. Ivan Velez, a county engineer. He noted that Mr. Velez is no longer employed by the county. Mr. Adams indicated that, during the summer, Mr. Velez provided him with the District's flow statistics for April and May. Mr. Adams reported that the statistics reflected that the District exceeded the 500,000 daily threshold commitment, three-quarters of the time. In some instances, the District consumed one (1) million gallons of water, which is indicative of a healthy hydraulic system; the county will not have any problems in providing a high volume of water.

Mr. Adams requested that the county consider increasing the daily minimum allocation to 750,000 gallons. Mr. Velez acknowledged that the county recognizes that, because of the District's location, it will be given priority for an increase in the daily allocation, when the effluent water is available.

Mr. Adams indicated that the agreement is ready for the Board's approval at this time.

Mr. Pires reported that he learned, from one (1) of the districts that he works with, that Mr. Velez was released from his position with the county, approximately two (2) months ago.

Mr. Pires noted that, regardless of whatever verbal comfort was received from the county, he suggests that the District reach out to the local commissioner to ensure that the District will receive the attention that it needs. He noted that county management is a bit “tougher”, at the moment. Mr. Mountford acknowledged Mr. Pires’ comment and stated that the District might be better off approving the agreement now, instead of continuing the discussion.

Mr. Schultz asked if the District should add verbiage to the agreement documenting Mr. Velez’ promise of an increase to the daily allocation, in light of Mr. Velez’ termination. Mr. Schultz suggested the following: “The county and user agree that, upon completion of the well field project, the parties will enter into discussions with the intent of adding additional allocation of reclaimed water.” Mr. Pires stated that Mr. Schultz’ suggestion is a good idea. Mr. Adams indicated that it will put the county in a position of absolute commitment and a recognition and understanding for the fact that the District will utilize more water from their source. Mr. Adams feels that the county will not reject the additional verbiage. Mr. Schultz indicated that the language is “loose” enough to be ignored but at least it will be on record. Mr. Pires stated that, of importance, is that a predicate will be included in the document for increased volume, in the future. In response to Mr. Schultz’ inquiry, Mr. Pires confirmed that he will work with Mr. Adams to draft the additional verbiage. Mr. Pires noted that the county needs to be “nice” to SFWMD because there are certain permits that the county must obtain from them.

Ms. Crismond suggested a motion to approve the agreement, as amended. Mr. Pires indicated that the agreement should be presented to the Board again. Ms. Crismond confirmed that consideration of the agreement will be placed on the next meeting agenda. Mr. Adams stated that the agreement is not time sensitive and it can be considered during the December or January meeting. Mr. Schoenheider asked is there anything time sensitive in the document. Mr. Adams confirmed that the agreement is not time sensitive and noted that the District is currently operating without an agreement. Mr. Adams indicated that the District should commit to an agreement, sooner versus later; however, the additional verbiage should be included.

Mr. Pires suggested that Mr. Adams make Mr. Howard Wegis, of Lee County Utilities, aware of the amendment. Mr. Golle asked if the county had the opportunity to review the agreement. Mr. Pires indicated that it is a Lee County agreement. Mr. Schoenheider noted that the county has been reluctant to put anything in writing, in the past, and he does not want to sit on the agreement, now that they have one.

Mr. Golle reiterated his question whether Lee County had the opportunity to review the document. Mr. Pires confirmed that Lee County drafted the agreement. Mr. Golle noted that on Page 13, Quantity of Reclaimed Water, the county agrees to provide one (1) million gallons per day, unless there are adverse conditions. Mr. Golle indicated that adding the additional might raise a red flag for the county to review the agreement again. Mr. Mountford stated, if that is the case, the agreement should be left alone. Mr. Schultz indicated that the District does not know how the county will react. Mr. Mountford noted that the District has what it wants and he does not want to jeopardize the District's relationship with the county. Mr. Pires was not in agreement. He noted that, five (5) years down the road, the county will have different personnel and the District will not be able to show them Mr. Velez' email committing to the additional allocation; it is better to have it in writing.

Mr. Golle asked if there was a motion on the floor. Ms. Crismond advised that there is not. Ms. Crismond indicated that, unless the Board wants to approve it, an amended agreement will be presented for consideration during the December or January meeting. Mr. Schultz indicated that he relies on Mr. Adams' and Mr. Pires' experience in dealing with the county. Mr. Pires indicated that government agencies prefer not to stray from their template forms; however, because of personnel turnaround, everything should be in writing. Mr. Pires indicated that it is the Board's decision how to proceed. Mr. Schultz pointed out that the additional verbiage is asking the county to reevaluate the District's allocation, in the future.

Mr. Golle indicated that his interpretation of the Quantity of Reclaimed Water is that the county commits to 500,000 gallons per day and will increase the allocation to 1 million gallons per day, subject to the completion of the project and no adverse conditions. If the county does not follow their word, the District has legal recourse. Mr. Pires noted that the agreement states "Availability of the reclaimed water shall be determined by the county based upon: flow into the treatment facility, and/or priority level as established in the Agreement."

Mr. Schoenheider noted that the population will increase, in the future; therefore, the District should protect itself and have a commitment for additional effluent water allocation in writing. Mr. Golle indicated that he does not want to raise a red flag. Mr. Golle asked Mr. Adams for his opinion. Mr. Adams sees no harm in drafting the additional verbiage. Mr. Adams indicated that, due to the District's location and potential for salt water intrusion, the effluent water allocation should be reevaluated at a future date. The county can decide not to include the amendment but it does not hurt to try. Mr. Adams pointed out that new developments will be

constructed in the area and the District should have a commitment, in writing, to secure its future allocation. Mr. Adams suggests that the Board include the language in the agreement.

Mr. Golle asked if the language will be a “game changer”. Mr. Pires said no, the additional language is basically an agreement to discuss additional effluent water allocation, in the future. Mr. Adams stated that the additional verbiage will memorialize, in writing, Mr. Velez’ commitment in his email.

The Board agreed to review the amended agreement during the next meeting.

ELEVENTH ORDER OF BUSINESS

Approval of October 22, 2013 Regular Meeting Minutes

Ms. Crismond presented the October 22, 2013 Regular Meeting Minutes and asked for any additions, deletions or corrections.

The following changes were made:

Line 104: Change “Mr.” to “Ms.”

Line 141: Change “residents” to “contractors”

Line 208: Change “will” to “do”

Line 230: Change “bit” to “but”

Line 391: Insert “million” after “500”

Line 490: Change “Polonsky” to “Philosophy”

Line 505: Change “VEGETATION” to “vegetation”

On MOTION by Mr. Golle and seconded by Mr. Mountford, with all in favor, the October 22, 2013 Regular Meeting Minutes, as amended, were approved.

TWELFTH ORDER OF BUSINESS

Other Business

Referring to Action Item #2, Ms. Crismond reported that the agreement was executed by The Meadows and is ready for the Board’s execution. Action/Agenda Item #7 will be discussed by Mr. Pires, during Staff Reports. Ms. Crismond advised that she previously discussed Action/Agenda Item #10 with Mr. Mountford. Regarding Action Item #12, Ms. Crismond confirmed that the PSGRC will not be charged for the water monument costs, to offset the

meeting room rental. Mr. Mountford indicated that, going forward, they will be charged. Ms. Crismond replied affirmatively.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being nothing additional to report, the next item followed.

B. Engineer

Mr. Krebs indicated that he will discuss the LDO application with Mr. Adams, prior to the next meeting.

Mr. Krebs reported that he provided Ms. Crismond's and Mr. Adams' comments to Bonness. He noted that Bonness provided an amended proposal to reflect the improvements that will be made. Bonness included verbiage regarding inlet protection and start and completion dates, to the proposal. He noted that a change was made to reflect the current oil price. Mr. Krebs indicated that Bonness amended their proposal to match the lift repair costs made in the other contractors' proposals. He noted that the amended proposal reflects a slight increase. Ms. Crismond confirmed that the amended proposal is for \$54,995.58. She noted that the price is below the Board's approved not-to-exceed amount.

Mr. Krebs indicated that Bonness confirmed that the project will begin on December 2, 2013, if they receive the signed proposal by this Thursday; otherwise, they will have to reschedule the repair. Mr. Mountford noted that Mr. Krebs was given authority to move ahead with the repairs. Ms. Crismond confirmed that the residents will be made aware of the repairs.

C. Manager

i. Approval of Unaudited Financial Statements as of October 31, 2013

Ms. Crismond presented the Unaudited Financial Statements as of October 31, 2013. In response to Mr. Mountford's question regarding the fee paid to EarthBalance, Ms. Crismond confirmed that it was deducted from LakeMasters contract.

- Check Register

The check register was included for informational purposes.

ii. NEXT MEETING DATE: December 17, 2013 at 1:00 P.M.

The next meeting will be held on December 17, 2013 at 1:00 p.m., at this location.

FOURTEENTH ORDER OF BUSINESS

**Supervisors' Requests and Public
Comments (5 minutes per speaker)**

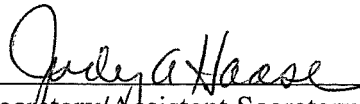
There being no Supervisors' requests or public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Adournment

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Schultz and seconded by Mr. Mountford,
with all in favor, the meeting adjourned at 3:12 p.m.**


Secretary/Assistant Secretary


Chair/Vice Chair

ACTION/AGENDA ITEMS:

1. **ACTION ITEM:** Re-use water Agreement
2. **AGENDA ITEM:** Public Hearing for the Amended Rules of Procedure and discussion for Public Participation Protocol during 12/17 meeting
3. **ACTION ITEM:** Secure proposals to clean the catch basins in Spring 2014
4. **ACTION ITEM:** Mr. Krebs to withdraw LDO Application
5. **ACTION ITEM:** Mr. Pires to provide the Board with clean copies of the final version of the amended rules of procedure
6. **AGENDA ITEM:** Consideration of agreement with Lee County for the delivery and use of reclaimed effluent water
7. **ACTION ITEM:** Ms. Crismond to confirm website maintenance and cost
8. **ACTION ITEM:** Ms. Crismond to discuss writing off water monument costs to offset meeting room rental
9. **ACTION ITEM:** Mr. Krebs to inspect the littoral shelf by the pool and dredging costs
10. **ACTION ITEM:** Ms. Crismond to obtain quotes for larger aeration system
11. **ACTION ITEM:** Post amended Meeting Protocol and Procedures on the District's website
12. **AGENDA ITEM:** Discussion: "communications" objective
13. **ACTION/AGENDA:** Mr. Pires & Mr. Adams to compose additional verbiage regarding increased water allocation for consideration during the December or January meeting

COMPLETED ACTION/AGENDA ITEMS:

- 08/27/2013 **ACTION ITEM:** Street Sweeping – Management to obtain costs for budget Interlocal Agreement with Pelican Landing
- 08/27/2013 **ACTION ITEM:** Quit Claim Deeds – require execution by PSGRC president, will be completed by next meeting (Ref – 5 lakes)
- 08/27/2013 **ACTION ITEM:** Tract 1: Conservation signs have been ordered
- 09/24/2013 **ACTION ITEM:** Area #6 – will replant on the golf course side of the t-box. Note that management will continue to supplement the dry detention plantings on a yearly basis as needed.
- 09/24/2013 **ACTION ITEM:** Management suggests planting in the following locations later this summer: E1-E, E1-B, E1-A, E3-A, E3-C, H1-B and E8-C
- 09/24/2013 **ACTION ITEM:** Tract 6: Planting of this are to be completed this summer
- 09/24/2013 **ACTION ITEM:** Tract 7: Planting of this area to be completed this summer
- 09/24/2013 **ACTION ITEM:** Tract 11: Planting of this area to be completed this summer
- 09/24/2013 **ACTION ITEM:** E1-B aeration repair
- 09/24/2013 **ACTION ITEM:** Check register to be provided in monthly board packages
- 09/24/2013 **AGENDA ITEM:** Discussion regarding audit billing
- 09/24/2013 **AGENDA ITEM:** Legal fees and ledgers to be provided by Mr. Pires
- 09/24/2013 **AGENDA ITEM:** Clarify field service fees
- 09/24/2013 **AGENDA ITEM:** Define purpose for carry forward surplus
- 09/24/2013 **ACTION ITEM:** Mr. Krebs to survey parcel/property to determine ownership – Mr. Pires to clarify with Ivan Valexz, Lee County Utilities
- 09/24/2013 **ACTION ITEM:** Tract 12/13 – quote to trim Spring 2014 – 50%

- 10/22/2013 **ACTION ITEM:** Charlie Krebs will measure and provide cost estimates for repairs –will have pricing at next meeting – three (3) additional bids are pending

- 10/22/2013 **ACTION ITEM:** Management suggests planting in the following locations later this summer: E1-E, E1-B, E1-A, E3-A, E3-C, H1-B and E8-C

- 10/22/2013 **ACTION ITEM:** Mr. Pires to prepare hold harmless agreement for street sweeping in The Meadows

- 10/22/2013 **ACTION ITEM:** E1-B aeration repair

- 10/22/2013 **ACTION ITEM:** Installation of conservation signs

- 10/22/2013 **ACTION ITEM:** Year end 9/30/13 accrued financial statements to be included in November agenda (*presented in 10/22/13 agenda*)

- 11/19/2013 **ACTION ITEM:** Ms. Crismond to discuss the street sweeping and hold harmless agreement with Robin Gillepsie, The Meadows representative

- 11/19/2013 **ACTION/AGENDA:** Board to draft objectives for Fiscal Year 2014 and discuss during November meeting

- 11/19/2013 **ACTION/AGENDA:** Mr. Krebs will provide amended proposals from Ajax and Bonness

- 11/19/2013 **AGENDA ITEM:** Continued discussion: Island Sound repairs