

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

A Regular Meeting of the River Ridge Community Development District's Board of Supervisors was held on **Tuesday, January 28, 2014 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	District Manager
Cleo Crismond	Assistant Regional Manager
Charlie Krebs	District Engineer
Tony Pires	District Counsel
John Graft	Resident
Gordon Brown	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Crismond called the meeting to order at 1:02 p.m., and noted, for the record, that Supervisors Mountford, Schultz, Schoenheider and Golle were present, in person. Supervisor Haase was not present at roll call.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items (5 minutes per speaker)

Mr. John Graft, a resident, stated that he would like to comment on a non-agenda item. Mr. Adams asked the Board if they would like to hear the comments at this time, or later in the meeting. Mr. Mountford indicated that hearing the comments at this time "is the right thing to do".

Mr. Graft recalled discussion, during the prior meeting, regarding installation of additional aerators in Lake H-1B. Ms. Crismond clarified that the District transitioned from a four (4)-head to a six (6)-head system. Mr. Graft thanked the Board for this decision; there has been a noticeable improvement. He noted that the Sonar treatments have eradicated the bladderwort and the algae have been contained.

Mr. Graft referred to discussion, at a previous meeting, regarding the area in the corner of Lake H-1B, adjacent to the Oak Run pool, which is a gathering point for algae. He recalled that, approximately one (1) year ago, grasses were planted to conceal the algae. Mr. Graft indicated that a variety of littoral plants were added but are not thriving. Ms. Crismond noted that the weather is cold, causing the plants to be stressed. Mr. Graft questioned whether anything can be done to alleviate the problem in that area; it appears that this portion of the lake is not deep enough and could be part of the problem. Mr. Graft indicated that Ms. Crismond previously advised him, via email, that the area was inspected. Ms. Crismond clarified that Management and the District Engineer inspected the area. Mr. Graft stated that he would like additional grass installed in that area. Ms. Crismond pointed out that her email also advised that Staff is considering the installation of additional plant material.

Ms. Crismond noted that the three (3) H Lakes have been a problem for over one (1) year. She reported that Lake H-1B was inspected yesterday and had minimal touches of algae; a work order was submitted to have it treated, this week. Ms. Crismond recalled that 10,000 plants were installed to compensate for the plants that died, subsequent to LakeMasters' Sonar treatment for bladderwort; the cost was reduced from LakeMasters' current contract. She noted that the aesthetics of that area will improve, tremendously, over the next couple of years.

Ms. Crismond recalled that several options were previously discussed. She indicated that dredging was an option; Mr. Krebs will determine whether dredging is necessary. Another option was installation of a littoral lift; however, there is a culvert so a lift cannot be installed. Ms. Crismond advised that Staff plans to install additional plant material until the area is at the appropriate level.

Mr. Krebs reported that he inspected the area behind the Oak Run pool and, in his opinion, the shoreline is at the correct level. Dredging deeper would change the slope to a level greater than it should be, making it inconsistent with the levels approved in the permits. Mr. Krebs confirmed that the area has not suffered a washout and reiterated that the shoreline is where it is supposed to be.

Mr. Graft asked if Staff believes that additional plants will be beneficial. Ms. Crismond replied affirmatively and indicated that cordgrass is native and will do well with the fluctuating water levels in that lake. In response to Mr. Graft's comment regarding spikerush, Ms. Crismond confirmed that spikerush will be installed in that area as well.

Mr. Gordon Brown, a resident, questioned the maximum water depth tolerated by littoral plants. Mr. Adams indicated that it depends on the species and noted that bulrush tolerates 4' to 5' of water but is not utilized in this District. Mr. Adams conveyed that flowering littoral plants, with the exception of spikerush, tolerate approximately 2' to 3' of water.

Mr. Brown noted that the slope of the lake, from the grass breakline of the high water mark, is at quite an angle, and, when the lakes fill up, in the summer, the exposed lake bank is 2' underwater. It would be great if littoral plants would grow there but, in Mr. Brown's opinion, the depth and slope of the shelf may prevent it. Mr. Adams explained that the littoral shelf was originally designed at a 6:1 slope intending that it will support aquatic vegetation approximately 18' to 20' and to a depth of 3'. Mr. Adams noted that, over the years, the contour can change, particularly if there is draw down and runoff in the early summer. Per a Lee County requirement, the littoral shelf is 20' wide around the entire perimeter of the lake. Mr. Adams indicated that in an ideal situation, 80% of that entire shelf will be vegetated and that lake would meet the permit's minimum criteria for plant quantity.

Mr. Brown reported that the exposed area of the lake has been void of vegetation for approximately 13 years, which causes the buildup of bladderwort and dead algae. He contended that the slope is severe and questioned whether it is 6:1. Mr. Brown noted that the spikerush and littoral plants grow well in the rest of the lake. Mr. Adams indicated that Staff will continue investigating how the area can be augmented.

Mr. Graft suggested planting regular grass in the exposed area. Mr. Brown opined that the deeper slope may put the littoral plants under stress in the summer. Mr. Brown noted the difficulty in getting anything to grow in that area and mentioned that residents do not want palmettos planted in that location.

Mr. Schoenheider asked if that area can be leveled to support regular grass. Mr. Adams indicated that, although the slope is no longer 6:1, that area should support a reasonable perimeter of plants.

Mr. Adams confirmed that Staff will tour the lake. Discussion ensued regarding the proposed littoral plants.

THIRD ORDER OF BUSINESS

Discussion: Best Practices

Mr. Schultz noted that Management manages several Districts throughout Florida and, within these, there must be some procedures, above the normal processes, that can be reviewed and discussed by this Board and implemented within the District.

Mr. Adams pointed out that, through the years, he has introduced several items that were adopted by the Board, such as the District taking over the stormwater, lakes and wetland management. He noted that the District is participating in the National Pollutant Discharge Elimination System (NPDES), which encouraged improvement of the District's water quality. Mr. Adams noted that, this year, per a NPDES requirement, the District introduced street sweeping, through an interlocal agreement, with another District.

Mr. Adams suggested that the District review its long-term capital plans. He noted that the District owns assets but does not necessarily manage all of them; some are managed by the Pelican Sound Golf and River Club (PSGRC). Eventually, the District must consider refurbishment and replacement of assets. Mr. Adams recalled that the Board previously discussed the roadways, roadside landscaping, roadside drainage and street lights.

Mr. Adams advised that Staff can prepare an informal list, for the next ten (10) years, identifying certain points in time when the assets should be reviewed. The list will include a "guesstimate" of the costs and how they would affect the assessment program.

Mr. Adams indicated that the Board may prefer a more formal approach and hire an outside firm to inspect the District's assets and prepare a reserve study. The Board can decide to reserve funds, based on the firm's recommendations, or finance, based on the real cost. Mr. Adams recalled that the Board previously discussed financing improvements at the time of need.

Mr. Schultz felt that a reserve study would provide valuable information. Mr. Adams advised that he will disseminate, via email, a sample reserve study and an informal spreadsheet that he prepared for another CDD. This item will be on the next agenda.

Mr. Adams noted that the list will keep the current and future Board apprised of impending large capital improvements.

Mr. Mountford was in agreement with the reserve study and suggested that Mr. Adams invite a vendor to attend a meeting and present their services. He indicated that the Board is aware that large capital improvements are imminent; however, the total costs are unknown. In Mr. Mountford's opinion, the Board must plan for the future. He pointed out that the Board can decide how to fund improvements subsequent to identifying them. Mr. Mountford suggested

that gradually building reserves to cover the costs that will be incurred ten (10) years in the future.

Mr. Adams noted that the developer paid the lien at the closing, giving this District a benefit that most others did not have; residents were not obligated to pay debt service assessments like residents of The Brooks CDD. Mr. Adams explained that the Brooks debt service assessment will roll off, in a few years and, before it rolls off and assessments decrease drastically, by \$600 to \$700 per year, he will suggest a renovation program to the Board. Mr. Adams noted that Brooks' residents will only have a slight relief in their assessments. Mr. Mountford stated that River Ridge CDD residents have been spoiled.

Mr. Pires recalled that another District borrowed funds from SunTrust Bank to repair extensive landscaping damages incurred by Hurricane Wilma, which resulted in a five (5)-year assessment program. He noted that another aspect of the CIP is to reserve for emergencies.

In response to a question by Mr. Schoenheider, Mr. Adams explained that the District's assets are listed in the Engineer's Report. He clarified that the assets identified in the report were acquired by the District, with the exception of the water and sewer line. Discussion ensued regarding the District's assets.

Mr. Adams reiterated that he will provide the Board with two (2) samples of a reserve study. He indicated that he recently engaged a company to perform a reserve study for a community which is comparable, in terms of infrastructure, at a cost of \$4,500, for the initial report. The company charges \$1,000 to \$1,500 for each additional update.

*****Ms. Haase arrived at the meeting at approximately 1:36 p.m.*****

Mr. Golle noted that Mr. Adams discussed formal versus informal studies and questioned whether the difference relates to legal issues, in terms of public knowledge. Mr. Adams explained that it does not relate to public knowledge. Mr. Adams reiterated the difference between the two (2) reports. Mr. Golle noted that residents do not like increases to their assessments and suggested that the District coordinate short-term assessments for capital improvements with the PSGRC.

Mr. Mountford recalled a document that was prepared, many years ago, containing a list of the District's unfunded liabilities. He noted that the District is not required to reserve funds. Mr. Mountford asked if that document still exists. Mr. Adams indicated that he will research his files.

Mr. Golle inquired about the District's insurance limits. Mr. Adams explained that the District has insurance on its buildings; however, the landscaping is an uninsurable asset. Mr. Adams noted that the streetlights are covered through an agreement with Florida Power and Light (FPL). In response to an inquiry, Mr. Adams clarified that the District carries general liability insurance, as well as coverage on the facilities outside of the gate; PSGRC has coverage on the guard houses and other facilities inside of the gate. In response to a comment by Mr. Mountford, Mr. Adams explained that roads and drainage pipes cannot be insured against storm events.

Mr. Adams noted that, in a hurricane event, with a sustained high water table, the subsurface of the roads will be deteriorated by continuous driving over a highly saturated lime rock base.

Mr. Mountford voiced his opinion that the District has been "living on borrowed time" and the reserve study spreadsheet will be of assistance to the Board. Mr. Adams concurred and noted that it will be a good management tool.

Mr. Pires noted that, before the economy deteriorated, districts kept lines of credit open to assist with emergencies. Mr. Adams recollected that the District previously had a line of credit established with Fifth Third Bank. The initial set-up cost was \$7,500 and \$2,500 to \$3,000 was required to keep the line of credit open. Mr. Adams will research options for further discussion.

Mr. Schultz emphasized Mr. Golle's prior comment regarding residents disliking assessment increases. He indicated that, hopefully, Mr. Whitmore will be present during the next meeting to discuss interweaving the CDD and PSGRC's projected requirements. Mr. Adams concurred and stated that it would be beneficial to residents if the District and the PSGRC can offset their schedules to prevent a major impact.

Mr. Golle pointed out that residents do not like paying for items they are not going to use; they prefer to pay as they use it. In other words, residents paid for the roads when they purchased their homes and, if the District begins to reserve for the roads now, residents will feel that they paid for them twice. Mr. Schultz asked if the District is required to approve reserve funds for road repairs. Mr. Adams replied no; the District can finance the cost.

Mr. Adams explained that it is beneficial to maintain a reserve fund; it can be called a "designated reserve" or "fund surplus". At a minimum, Mr. Adams suggests that districts with uninsurable assets, such as landscaping, reserve 25% or 35% to 40% of their annual budget.

Mr. Schultz asked if the reserve study will be discussed during the next meeting. Mr. Adam's replied affirmatively and confirmed that he will email a sample study and spreadsheet to the Board today. Mr. Schultz pointed out that "Future Major Issues" is a topic on his list of goals and objectives and noted that perhaps the reserve study relates to that item.

Mr. Schultz mentioned that "budget process" is the final item on his list and noted that budget season is approaching; therefore, the topic should be discussed soon. Mr. Adams indicated that a draft budget is distributed in May; however, preliminary discussions may be held in April. Mr. Adams suggested holding budget workshops during the summer. Mr. Mountford indicated that several Board Members are out of town during the summer.

FOURTH ORDER OF BUSINESS

Discussion: Proposed Newsletter

Ms. Crismond reported that a sample newsletter was previously disseminated to the Board; the newsletter presented today includes suggestions and edits provided by Mr. Schultz. Ms. Crismond pointed out additional edits, on Page 3, and the inclusion of money spent for various projects. Road resurfacing will include an explanation prepared by Mr. Krebs. Mr. Krebs indicated that his explanation reflects that the resurfacing was performed to address damage to the existing asphalt surface from settling in the subsurface, which caused depressions and potholes that needed to be addressed, on an annual basis.

Mr. Schoenheider that Bonness did a good job on the resurfacing project. Mr. Krebs agreed and noted that they were fast and efficient. Mr. Krebs recalled that he watched them perform the initial milling, walked the area with the supervisor and inspected the milling when it was completed. Mr. Krebs indicated that he called Bonness regarding areas where signs of millings were found in the road. He was advised that these were areas where the broom did not sweep all the debris; all is well now. Mr. Krebs reported that Bonness satisfactorily completed the paver repairs.

Mr. Mountford indicated that he prefers the format of The Brooks' CDDs newsletter over the format of the sample newsletter provided today. Ms. Crismond advised that The Brooks pays a professional firm to prepare their newsletter. Mr. Mountford cautioned that people tend not to read long paragraphs and sentences and voiced his preference for bullet points. Mr. Mountford reminded Ms. Crismond that the newsletter should include the difference between the responsibilities of the District and The Meadows. Mr. Adams and Ms. Crismond confirmed that residents from the PSGRC and The Meadows will receive the newsletter.

Mr. Crismond reiterated that The Brooks pays a professional firm to prepare their newsletter; therefore, charges will be incurred if the Board selects a similar newsletter.

Mr. Adams explained that The Brooks and Pelican Landing newsletters are prepared by Above Water Marketing and the initial set up fee is \$2,000. He noted that the newsletter can be prepared in a “Constant Contact” format which can be disseminated by Mr. Whitmore’s email distribution list.

Mr. Mountford voiced his opinion that responsibilities performed by the District, in The Meadows, and the PSGRC, should be clarified. Mr. Mountford noted that they are “two (2) different animals” and it will be too difficult to explain it all in a single sentence or paragraph. Ms. Crismond pointed out that streetsweeping is the District’s only responsibility within The Meadows. Mr. Mountford indicated that The Meadows should know that their assessment is less than PSGRC and that The Meadows has not turned over the roads and lights to the District. Ms. Crismond pointed out that turning them over would make the roads within The Meadows public roads.

Mr. Golle noted that a newsletter has not been transmitted in a while. Mr. Adams advised that the residents received letter regarding assessment increases. Mr. Mountford recalled that the Board published articles in the PSGRC newsletter. Mr. Schultz suggested transmitting the version provided today followed by a professional newsletter after the Fiscal Year 2015 budget is adopted.

Ms. Haase asked if the sample newsletter can be condensed to two (2) pages and noted that her name is misspelled. Ms. Crismond advised that she will try to condense it and apologized for the error.

Mr. Schultz indicated that the goal of the newsletter was twofold, to explain what a CDD is to the uninformed and explain how assessments were utilized. He suggested directing residents to the website for the CDD definition. Ms. Crismond noted that change would free up almost one (1) page. Mr. Schultz suggested that the newsletter focus on the District’s 2013 accomplishments.

Mr. Mountford indicated that the newsletter should include portions of the budget to keep residents informed of where their money is going. He noted that the sample newsletter is too long and reiterated his suggestion to convert long sentences to bullet points.

Mr. Schoenheider suggested mailing Pages 1 and 2 as the first newsletter and the next two (2) pages as the second newsletter. Mr. Adams advised that the newsletter can be condensed.

Mr. Golle asked when applications are due for the upcoming elections. Mr. Adams advised that an affirmative announcement is made by the Board at the May meeting and the qualifying period is June or early July. Mr. Golle pointed out that the application due date can be added to the newsletter. Mr. Adams noted that it depends on how much information the Board wishes to include.

Ms. Crismond summarized that the Board's edits and suggestions will be incorporated into the newsletter and circulated to the Board for individual comments. Mr. Adams confirmed that the newsletter will not be transmitted until the Board is satisfied with its contents.

FIFTH ORDER OF BUSINESS

**Approval of December 17, 2013
Continued Public Hearing and Regular
Meeting Minutes**

Ms. Crismond presented the December 17, 2013 Continued Public Hearing and Regular Meeting Minutes and asked for any additions, deletions or corrections.

The following changes were made:

Line 107: Change "and some" to "may not"

Lines 198 and 199: Change "a prior revision" to "another document he worked on in the past for another district"

Line 203: Change "water plant" to "wastewater plant"

Line 223: Change "oxidants" to "oxygen"

Line 252: Change "rpm's" to "RPM's"

Lines 317: Change "SWFWMD" to "SFWMD"

On MOTION by Mr. Schoenheider and seconded by Ms. Haase, with all in favor, the December 17, 2013 Continued Public Hearing and Regular Meeting Minutes, as amended, were approved.

SIXTH ORDER OF BUSINESS

Other Business

Referring to the Action/Agenda Items list, Mr. Crismond advised that Item 1 will remain on the list as a reminder to all speakers.

Mr. Krebs reported that the LDO application was submitted and a copy of the letter was provided to Mr. Adams and Mr. Pires.

Discussion ensued regarding Action Item 11. Mr. Mountford indicated that this item should have been included as an agenda item; he would like to establish a procedure for handling resident complaints. Ms. Crismond recalled that Staff will copy association representatives on all resident emails. Mr. Golle suggested including a District information sheet in PSGRC new homeowner packets. Mr. Schultz agreed.

Mr. Schultz questioned whether a procedure for resident communications can be added to the District's Rules of Procedure. Mr. Pires indicated that the Board can adopt an informal practice and policy regarding resident inquiries.

Regarding including a District information sheet in new homeowner packets, Ms. Haase noted that the information on the District's website is informative and condensed. Mr. Adams and Ms. Crismond concurred. Mr. Golle suggested a communication memo from the Chair to the PSGRC President.

In response to Mr. Mountford's comment regarding transmitting the newsletter to residents from The Meadows, Mr. Crismond advised that she will forward the approved newsletter to Ms. Robin Gillespie for dissemination to The Meadows' residents or posting on their website.

Referring to Item 12, "Staff will advise the Board via email, in the event of a fish kill", Mr. Schultz suggested that item be included in the informal procedures Mr. Pires recommended earlier.

Mr. Schoenheider asked if the District's lakes are monitored for water quality. Ms. Crismond explained that Staff does not perform water testing. Mr. Schoenheider advised that Lake E-8A has a red tint. Ms. Crismond explained that the water is turbulent and, yesterday, Staff noticed that several of the lakes contained red tint. Mr. Schoenheider recalled that the lake had a fish kill several years ago.

Mr. Golle asked if Lake E-7A was restocked. Ms. Crismond replied no. Mr. Golle asked if it will ever be restocked. Ms. Crismond advised that it might be restocked in the future.

Mr. Krebs reported that he discussed Item 13, the sunken manhole, with Bonness. They explained that the situation is due to the location on the curve and compaction. Repairs will be

made if the condition deteriorates. Mr. Krebs indicated that any standing water will be minimal and will not cause wear to the cast iron grate.

Referring to Item 14, Mr. Adams reported that the District entered into an agreement with Florida Power and Light (FPL), in 1998, for the streetlight poles on Pelican Sound Drive, from the gatehouse to U.S. 41. He noted that he counted 15 poles; however, FPL is billing for 12. Mr. Adams indicated that the initial ten (10)-year term of that agreement includes the cost of the pole, as well as the power and maintenance. Beyond the ten (10)-year term, the agreement converts to power and maintenance only. Essentially, the District absorbed the cost of the pole, which is financed in the monthly bill, for the initial ten (10) years. Mr. Adams explained that agreement is in its second, five (5)-year extension. Per the agreement, the District has the ability to terminate with no less than 90 days notice. Mr. Adams conveyed that there are four (4) choices for upgrading the poles. Discussion ensued regarding the description of the poles.

Mr. Adams advised that FPL does not finance the capital cost of the poles but will continue to provide power and maintenance, based on the wattage and lumens rating on the poles. He noted that, currently, there is a 150-watt, 16,000 lumens rating on the poles. This relates to a street lighting 1 schedule for a pole with a certain wattage and lumens rating for a flat fee, per pole, or luminar, per month. Mr. Adams advised that these poles are fiberglass and hidden from view, by landscaping, except for one on the corner. He believes there might be the option to repaint the poles.

Mr. Adams summarized that there are 15 poles and he will pursue pricing information, with the Board's consensus. If the Board chooses a comparable pole, the replacements will not be too expensive. He deduced that the cast iron decorative poles will cost approximately \$2,000 to \$3,000 per fixture.

Mr. Golle asked if the decision to replace the poles, for lack of lighting, is subjective and he questioned how one can determine if additional lighting is necessary. Mr. Adams indicated that it is subjective; lighting the road is not a requirement. The current lighting is high pressure sodium and intended to be a guide. Mr. Adams advised that the mature landscaping can be trimmed improve lighting.

Mr. Adams asked if the Board has received many complaints regarding the lack of light or if it is a personal observance. Mr. Schultz recollected that resident complaints were regarding insufficient lighting and not decorative poles. Mr. Adams confirmed that the lighting is sufficient in that area.

Mr. Golle recalled that reflectors were added because someone drove on the wrong side of the road. Mr. Schoenheider suggested that the District proceed with Mr. Adams' suggestion of trimming the landscaping. Ms. Crismond advised that she added it to her list.

Mr. Adams indicated that the Board can consider installing uplighting in the medians. The uplighting can mark the center medians, for additional guidance for drivers. He noted that the power is available; therefore, installation will be less expensive.

In response to Mr. Krebs' suggestion to convert to LED lighting, Mr. Adams indicated that the investment is unrecoverable. FPL is dragging their feet in terms of updating their street lighting tariff schedule to incorporate LED. Mr. Krebs and Mr. Adams agreed that LED is more efficient. Mr. Adams clarified that LED is 10% more efficient; however, the savings is not recognized in the monthly invoice because the rate is still metered at the flat rate.

Ms. Crismond summarized that the landscaping will be trimmed and a proposal for uplighting will be obtained. In response to Ms. Haase's inquiry regarding the leaning light pole, Ms. Crismond advised that Mr. Adams submitted a work order for the repair.

Discussion ensued regarding the condition of the poles. Ms. Crismond advised that she will obtain a quote to paint the poles.

Mr. Mountford suggested asking PSGRC residents for input regarding decorative poles.

Items 3, 4, 5, 7, 9, 10, 12, 13, 14, 15, and 16 were completed.

Items 1, 2, 6, 8, 11, and 17 were continued.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed

B. Engineer

Mr. Krebs reported that he received an email from South Florida Water Management District (SFWMD) regarding two (2) applications that have not been transferred to operations. He clarified that they were separate permits with one (1) application. The applications were submitted by the District as an overall package and did not make it into SFWMD'S system. Mr. Krebs confirmed that the application was completed, signed by Mr. Adams and submitted to SFWMD; he expects a response within 30 days.

For the record, Mr. Pires clarified that the two (2) applications were included in the resolution previously adopted by the Board; therefore, no further Board action is required.

C. Manager**i. Approval of Unaudited Financial Statements as of December 31, 2013**

Ms. Crismond presented the Unaudited Financial Statements as of December 31, 2013. She reported that assessment levy revenue, through December, was 87%. She noted that the District paid one-time fees.

In response to Ms. Haase's question, Mr. Adams advised that the audited financial statements will be presented in April.

- **Check Register**

Mr. Mountford questioned a payment to EarthBalance. Ms. Crismond recalled that expenditure was for replanting the two (2) of the H Lakes and funds were withheld from the LakeMasters contract to offset the expenditure.

Mr. Mountford asked Mr. Pires about the District's \$1,660.60 payment to his firm. Mr. Pires advised that he will pull the invoice.

Ms. Crismond reported that an additional invoice from LakeMasters will be received for aeration repairs. She noted that LakeMasters' quote was substantially less than the Lake & Wetland Management (Lake & Wetland) quote. Ms. Crismond indicated that she will continue using LakeMasters for repairs if Lake & Wetland's quotes continue to include a 30% to 40% markup. Mr. Mountford asked if repairs were included in Lake & Wetland's contract. Ms. Crismond explained that the contract specifications stipulate that Lake & Wetland will review the systems twice per year; however, the District must pay for repairs. Ms. Crismond noted that Lake & Wetland submitted a low bid and might be trying to make up the difference by marking up the additional work.

Mr. Mountford asked about the quality of Lake & Wetland's work. Ms. Crismond reported that the signs of treatment between the dry detention and different areas on the lake banks are visible and she receives a service report every week. Mr. Mountford noted that he was happy with LakeMasters and the progress they were making. Ms. Crismond recalled that LakeMasters' bid was too high.

Ms. Crismond confirmed that she will continue to monitor Lake & Wetland.

ii. NEXT MEETING DATE: February 25, 2014 at 1:00 P.M.

The next meeting will be held on February 25, 2014 at 1:00 p.m., at this location.

EIGHTH ORDER OF BUSINESS

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

Mr. Mountford advised that he received a resident complaint regarding a dirty fence adjacent to the intersection by the Mobil station. Ms. Crismond will call Ms. Gillespie to advise her of the fence.

Mr. Mountford asked who is responsible for the sewer line extending from the main line to the home. Mr. Krebs explained that residents are responsible from the cleanout at the right-of-way to their home and Lee County is responsible from the right-of-way to the gravity line. Mr. Mountford questioned responsibility if there is uncertainty with a tree line. Mr. Krebs indicated that, if the county determines that the damage was caused by a tree, the owner of the tree must be identified.


Mr. Schoenheider noted that there is a cleanout located near his garage. Mr. Krebs explained that there are usually two (2) cleanouts, one (1) installed by the plumber for their connections and another in the street, which represents the beginning of the utility company's ownership and maintenance. In response to Mr. Schoenheider's inquiry, Mr. Krebs indicated that the utility company's cleanouts can be identified by a brass disc on the sidewalk or driveway that might be stamped "sanitary". Otherwise, they will have a concrete slab with a cast iron cap, with PVC pipe underneath.

NINTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Schoenheider and seconded by Mr. Schultz, with all in favor, the meeting adjourned at 2:37 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair

GOALS AND OBJECTIVES 2014:

- BUDGET PROCESS
 - Process Improvement

- FUTURE MAJOR ISSUES
 - Resurface Roadways
 - Other Infrastructure (Lake Banks)

- COMMUNICATION
 - PSGRC
 - The Meadows

- BEST PRACTICES
 - Review other CDDs

ACTION/AGENDA ITEMS:

1. **ACTION ITEM:** Speakers to identify themselves
2. **ACTION ITEM:** Secure proposals to clean the catch basins in Spring 2014
3. **ACTION ITEM:** Mr. Adams to schedule a meeting with LCU regarding effluent water agreement
4. **ACTION ITEM:** Post amended Meeting Protocol and Procedures on the District’s website
5. **AGENDA ITEM:** Continued Discussion: Best Practices (reserve study)
6. **ACTION ITEM:** Management will provide the Board with procedures practiced by other districts to determine if they should be implemented in River Ridge CDD
7. **AGENDA ITEM:** Per Mr. Mountford, How will the District approach communications with resident complaints in the future (TM)
8. **ACTION ITEM:** Ms. Crismond to copy association representatives on resident emails that concern their particular association
9. **ACTION ITEM:** Mr. Adams & Ms. Crismond to tour exposed are in Lake H-1BA
10. **ACTION ITEM:** Ms. Crismond to schedule summer cord grass plantings in Lake H-1BA exposed area
11. **ACTION ITEM:** Mr. Adams to disseminate sample reserve study and spreadsheet to the Board
12. **ACTION ITEM:** Mr. Adams to schedule a vendor for reserve study presentation
13. **ACTION ITEM:** Mr. Adams to locate list containing District’s unfunded liabilities
14. **ACTION ITEM:** Mr. Adams to research banks/lines of credit for Board discussion
15. **AGENDA ITEM:** (FOR APRIL MEETING) “Budget Process – Process Improvement” – initial budget discussions
16. **ACTION ITEM:** Staff to edit newsletter and disseminate to the Board for edits and comments

- 17. **AGENDA ITEM:** Continued Discussion: Newsletter
- 18. **ACTION ITEM:** Ms. Crismond to forward approved newsletter to Robin Gillespie for dissemination to The Meadows residents
- 19. **ACTION ITEM:** Staff to prepare brochure with information from District website for distribution in PSGRC new homeowner packets
- 20. **ACTION ITEM:** Staff to arrange trimming of the landscaping near the 15 light poles on Pelican Sound Drive from the gatehouse to U.S. 41
- 21. **ACTION ITEM:** Staff to obtain proposals for uplighting on Pelican Sound Drive from the gatehouse to U.S. 41
- 22. **ACTION ITEM:** Ms. Crismond to obtain quotes to paint the 15 lightpoles
- 23. **ACTION ITEM:** Mr. Pires to provide details of \$1,660 invoice
- 24. **ACTION ITEM:** Ms. Crismond to call Ms. Gillespie regarding the dirty fence

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 Gillespie, 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
- 11/19/2013 **ACTION ITEM:** Ms. Crismond to confirm website maintenance and cost
- 11/19/2013 **ACTION ITEM:** Ms. Crismond to discuss writing off water monument costs to offset meeting room rental
- 12/17/2013 **AGENDA ITEM:** Discussion: “communications” objective
- 12/17/2013 **ACTION ITEM:** Mr. Pires to provide the Board with clean copies of the final version of the amended rules of procedure
- 12/17/2013 **AGENDA ITEM:** Public Hearing for the Amended Rules of Procedure and discussion for Public Participation Protocol during 12/17 meeting

- 12/17/2013 **ACTION ITEM:** Ms. Crismond to obtain quotes for larger aerators in Lake H-1B (District increased from a four (4) head system to six (6) head system)

- 1/28/2014 **ACTION ITEM:** Mr. Krebs to withdraw LDO Application

- 1/28/2014 **ACTION ITEM:** Mr. Krebs to inspect the littoral shelf/erosion of Lake H1-B abutting the pool area and Condos, as well as investigate the dredging costs

- 1/28/2014 **ACTION ITEM:** Post amended Meeting Protocol and Procedures on the District's website

- 1/28/2014 **ACTION ITEM:** Mr. Pires will make additional edits to the effluent water agreement and forward it to Mr. Adams

- 1/28/2014 **ACTION ITEM:** Management to draft newsletter and circulate to the Board (include dollar amount of various projects that the District has undertaken)

- 1/28/2014 **ACTION ITEM:** Ms. Crismond to obtain contact information for Mr. Brown, from Whitmore, for updates on Palmetto Dunes issues (copy Ed Stone and John Graft in email)

- 1/28/2014 **ACTION ITEM:** Staff will advise the Board via email, in the event of a fish kill

- 1/28/2014 **ACTION ITEM:** Bonness to inspect sunken manhole – Mr. Krebs will report their findings

- 1/28/2014 **ACTION ITEM:** Mr. Adams to review FPL pole power and maintenance agreement to determine if the pole on U.S. 41 and the main gate is eligible for an upgrade

- 1/28/2014 **ACTION ITEM:** Street sweeping increased to twice per month during December through March because of the shedding Oak trees

- 1/28/2014 **ACTION ITEM:** Mr. Whitmore to provide Ms. Crismond with a list of email addresses for association representatives