

**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, February 25, 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
Jim Whitmore	PSGRC General Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Crismond called the meeting to order at 1:00 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)

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Discussion/Consideration: Informal Practice and Policy for Resident Inquiries/Complaints

Mr. Mountford indicated that the District should set a policy requiring an HOA Board Member to accompany a resident to a District Board Meeting when a resident's request or

complaint is being addressed. This procedure will ensure that the HOA's input is received, prior to the Board's decision.

Mr. Golle asked if Mr. Mountford was referring to the recent visits. Mr. Mountford advised that they can be viewed as an example.

Mr. Mountford recalled that input was not received from the Edgewater I HOA; therefore, the District's actions were counterproductive. Mr. Mountford stressed that input should be received from the master and neighborhood associations, prior to making any decisions.

Mr. Mountford made a motion that stipulated, if a resident makes a request or has a complaint, at a CDD meeting, they are required to attend a subsequent meeting accompanied by an HOA representative, before the Board moves forward on the issue.

Ms. Haase seconded Mr. Mountford's motion.

Mr. Pires indicated that the association's response, or lack of response, may be determined by the resident's level of "friendliness" with their association; the association may choose not to appear at a Board Meeting in order to obstruct any further activity. Mr. Pires recommended notifying the resident and the HOA representative that the resident is required to bring a representative to the next Board Meeting. This action will ensure that the resident will not be stifled from presenting their inquiry or complaint, if the representative chooses not to attend. Mr. Mountford concurred. Mr. Pires indicated that some associations may view their lack of attendance as a "veto" to the resident's inquiry or complaint.

For clarification, Mr. Golle reiterated Mr. Mountford's position.

Mr. Schoenheider advised that all Neighborhood Voting Representatives (NVRs), or their boards, should be notified of this requirement, in advance.

With regard to Palmetto Dunes, Mr. Schoenheider noted that an association representative is not present today. Ms. Crismond noted that the association representative was copied on the email. In response to Mr. Whitmore's inquiry, Ms. Crismond confirmed that Mr. John Graft and Mr. Neil Gordon were copied on the email.

Mr. Schultz questioned whether the association representative will speak as an individual or as a member of their respective association board. For example, if the person making the complaint is a friend of the HOA representative and they attend together, is the HOA representative attending on behalf of the friend or to give the HOA's opinion. The District will

require the association's position, rather than an individual from the board. Mr. Mountford indicated that the Board Members must use their judgment before proceeding with any action and ensure that the association's opinion is received.

Mr. Golle recalled that the District took action on requests made by residents during the previous two meetings. Ms. Crismond noted that association approval was not required for maintenance and littoral plantings.

Mr. Golle asked if this process will be incorporated into the District's Rules of Procedure (Rules). Mr. Pires indicated that the Board must undergo a formal process to revise the Rules and suggested adopting an informal practice.

Mr. Mountford asked Mr. Pires to draft a procedure for the Board's consideration.

Mr. Schoenheider referred to the Palmetto Dunes matter and noted that the decision will affect two associations. He asked if a representative from both associations must attend the next meeting. Ms. Crismond clarified that, in this particular case, regular lake maintenance was performed and no approval is required. Mr. Mountford indicated that there may be situations where approval from both associations will be required. Ms. Crismond clarified that littoral plants were installed, which is a responsibility of the District.

Mr. Mountford indicated that he does not want the association's input overlooked when the District is responding to residents' inquiries or complaints.

Mr. Golle stated that he does not see the need to proceed with the motion on the floor if Mr. Pires is drafting a procedure for the Board's review. Mr. Pires indicated that the motion should direct Staff to draft either an "operational policy or procedure", depending how the Board would like to categorize it, without incorporating it into the formal Rules. Mr. Pires noted that the new policy should include that, any written complaints, requests or inquiries, received by Staff, should be presented to the Board, at the next meeting, prior to Staff taking any action.

Mr. Schoenheider asked if the new policy will be included in the District's newsletter. Ms. Crismond advised that the newsletter was already mailed to residents but it can be posted on the website.

Mr. Pires confirmed that he will prepare and forward the draft policy to Mr. Mountford and Ms. Crismond, for review, prior to the next meeting.

Referring to the incident in Edgewater I, Mr. Schultz recalled that a first floor resident and realtor requested removal of the bulrush that was partially obstructing the view; the District

complied and removed it. Mr. Schoenheider recalled that residents on the higher floors were upset when the bulrush was removed. Mr. Whitmore noted that bulrush was preventing erosion. Ms. Crismond reported that she toured the lake yesterday; it is in beautiful condition and noted that canna is the perfect plant for that lake.

Mr. Whitmore advised that the lake level is kept at three-quarters capacity. He recalled that, in the past, the county would go several weeks without recharging the lake, leaving approximately 8' to 10' of exposed lake banks. Ms. Haase noted that the variation is noticeable. Mr. Whitmore advised that the level only varies by a couple of feet and the lake is recharged overnight. Mr. Mountford recalled that a float valve was fixed. Mr. Whitmore concurred and indicated that the county is automatically recharging the lake and providing more water.

Ms. Crismond reminded the Board that a revised motion is on the floor.

On MOTION by Mr. Mountford and seconded by Ms. Haase, with all in favor, directing District Counsel to draft an Informal Practice and Policy for Resident Inquiries/Complaints, was approved.

FOURTH ORDER OF BUSINESS

Continued Discussion: Best Practices (Reserve Study)

Mr. Adams advised that both samples of reserve studies, discussed during the prior meeting, are included in today's agenda.

Mr. Adams indicated that the first sample is the informal study, which works well for The Brooks in projecting forward and identifying the ongoing operation and maintenance (O&M) assessments and what the combination of those two fees does annually. Mr. Adams explained that the second study is much more comprehensive and was prepared by an outside firm, for approximately \$5,000.

Mr. Adams believes that the comprehensive study is "overkill" for the needs of this District; in his opinion, the informal study would be sufficient. He clarified that the District's infrastructure and cycles of reinvestments, in that infrastructure, and cost opinions will be identified either with Mr. Krebs's assistance, or proposals will be obtained, for budgeting purposes. He explained that the information will be incorporated into a schedule, which will prioritize the projects that the District would like to complete over a ten-year period.

Mr. Adams indicated that the informal study will match up the schedule with the O&M assessment, to determine how the financing and term of the financing, for the project, as well as the O&M, or any changes in the O&M assessment, as a result of the reinvestment in the infrastructure, plays out each year in trying to keep the assessments as level as possible.

Mr. Adams explained that District residents do not have a debt service assessment; however, there is no schedule where the debt service assessment is rolling off and the ability to replace it with a reinvestment assessment. Mr. Adams clarified that, in other district, before the debt service assessment rolls off, the needs for refurbishing or reinvesting in the infrastructure are identified. Mr. Adams indicated that River Ridge CDD does not have the opportunity to take this course of action and must be sensitive to the operating assessments and educate the community on the infrastructure that the District is responsible for, their aging process and condition, as well as the need to move forward with reinvestment. He pointed out that reinvestment costs will be significant, particularly when they begin to look at resurfacing the roads, using some of the cost opinions prepared by Mr. Krebs, in the prior year, as well as the roadside landscape package, a District asset that is maintained by the Pelican Sound Golf & River Club (PSGRC). Mr. Adams noted that the PSGRC's budget includes a cost for plant replacement but the District must address a wholesale refurbishment of entire sections of plants, at some point.

With regard to street lighting, Mr. Adams indicated that the District may eventually decide to upgrade to a more decorative cast aluminum pole and own the street lighting system. He noted that the District will assist with financing of improvements and spreading those costs out, on a go forward basis, versus reserving for years.

Mr. Adams indicated that, with the Board's consensus, he will prepare a ten-year plan for their review. He recalled that several years ago, the Board and Staff spent a lot of time reviewing the District's assets and that information will be included in the reserve study. Mr. Adams clarified that all infrastructures will be included in the reserve study.

Mr. Adams noted that the Board will consider the Fiscal Year 2015 Budget soon; therefore, this is a good time to consider refurbishments.

Mr. Golle referred to a discussion, at the previous meeting, regarding reserving versus financing and voiced his understanding that Mr. Adams is suggesting financing, not reserving, which means that the Board must make a policy statement whether the District will finance or

reserve funds, prior to moving forward. Mr. Adams clarified that the policy has been informal, based on Staff's recommendation not to reserve funds and finance costs, at the time of need.

Mr. Adams noted that that the Board has not established a formal policy. He suggested that the Board memorialize the policy in a resolution.

Mr. Golle questioned whether the District can employ both methods at the same time. Mr. Adams clarified that the reserve study will include a long-term capital improvement plan and his suggestion to the Board is to finance the improvement "at the time of need". As financing for each phase rolls off, the District will secure new financing for the next phase. Mr. Golle indicated that the project will be subsidized by reserve funds or financing, not both.

Mr. Adams advised that the District will keep an undesignated reserve that is utilized as a fund balance to pay for unforeseen expenditures.

Mr. Schoenheider recalled that, several years ago, the Board decided not to reserve funds for improvements and to finance "at the time of need". He could not remember if that decision was made by a formal vote. Mr. Adams indicated that he does not recall whether the Board's decision was memorialized in a vote; however, it has always been his recommendation to finance "at the time of need".

Mr. Mountford pointed out that the informal study will also serve as an informal long-term capital reinvestment guide and suggested that the Board decide whether to finance, reserve, or a combination of both, subsequent to the review of Mr. Adams' 10-year plan. The Board will have a better idea of the refurbishment costs, at that time.

Mr. Adams advised that The Brooks was carrying a fairly "heavy" fund balance and chose to finance the parcel west of The Commons Club. He noted that the improvements, over the years, were made by borrowing from the District's fund balance. Mr. Adams explained that the decision was made out of necessity, as banks were not lending to CDDs, at that time. He explained that \$200,000 was borrowed from the fund balance for improvements and the amount was replenished by assessing the cost over the course of the subsequent two years. Mr. Adams pointed out that The Brooks avoided financing costs by borrowing from their own fund balance.

Mr. Adams indicated that, in terms of lines of credit and financing, times have changed and CDDs are no longer the "black sheep". There is currently a market for districts with operational capital needs, from a lending perspective. Mr. Adams noted that the District is a

built-out community and there is no longer concentration of risk with a developer owning 30% to 40% of lots that the District relies on for annual assessment payments to repay the obligation.

Mr. Adams summarized that, with minor risks and a high collection rate, the District is in a good position to secure a loan. He noted that a loan from SunTrust Bank might be secured within 60 days and suspects that FineMark Bank (“FineMark”) will offer the District a better interest rate. Mr. Adams advised that FineMark has approved loans for The Brooks, in the past, and has expressed interest in lending to other CDDs in the area.

Mr. Mountford asked if the Board should make a motion authorizing Mr. Adams to proceed. Mr. Adams replied affirmatively and recalled Mr. Golle’s prior comment regarding establishing a policy to reserve funds or to finance, at the time of need. Mr. Schultz voiced a preference to review the long-term capital improvements, prior to setting that policy. Mr. Mountford concurred.

Mr. Adams requested a motion directing Staff to prepare a ten-year capital improvement plan. Ms. Haase asked if it will be available for review during the next Board Meeting. Mr. Adams indicated that he plans to have a draft available for the next meeting.

Mr. Schoenheider asked if Mr. Adams is in possession of a list of the District’s assets. Mr. Adams replied affirmatively. Mr. Schoenheider noted that the list will facilitate the process. Mr. Adams explained that a value must be placed on each asset.

Referring to the budget, Mr. Mountford indicated that the Board should decide whether to allow the fund balance to increase or to reduce it. He recalled that the Board had this same question last year.

On MOTION by Mr. Mountford and seconded by Ms. Haase, with all in favor, Directing Staff to prepare the 10-year long-term capital improvement reinvestment plan, was approved.

FIFTH ORDER OF BUSINESS

Discussion: Lines of Credit Options

This item was discussed during the Fourth Order of Business.

SIXTH ORDER OF BUSINESS

Consideration of Proposal from Bentley Electric Co., for Base Wiring and Fixtures

Ms. Crismond recalled discussion, during a prior meeting, regarding inadequate lighting on Pelican Sound Drive, from the gatehouse to U.S. 41. Mr. Adams previously suggested installing uplighting to mark the center medians, for additional guidance for drivers.

Ms. Crismond referred the Board to a proposal from Bentley Electric Co., for the installation of the uplighting.

In response to Ms. Haase's question, Ms. Crismond explained that the proposal was obtained because of complaints of inadequate lighting. Ms. Haase asked who made the complaints. Ms. Crismond advised that the feedback received during the prior meeting was that the corridor "is very dark". It was suggested that Staff trim the landscaping around the base of the light poles and obtain a proposal for uplighting. Ms. Haase asked if any concerns were received from The Meadows. Ms. Crismond clarified that the proposal is a result of the Board's discussion during the prior meeting. Mr. Mountford stated that Staff may have overreacted in obtaining the proposal.

Mr. Schultz recalled that someone drove on the wrong side of the road and the District restriped the roads. Mr. Schoenheider noted that he has driven on Pelican Sound Drive around midnight and concurred that it is very dark. Mr. Golle asked if the lightbulbs can be changed. Mr. Mountford asked if the landscaping was trimmed. Ms. Crismond confirmed that the lights are fine. Mr. Whitmore advised that the PSGRC uses the same lighting fixtures.

Mr. Schultz indicated that Pelican Landing has four lanes, separated by a wide median, and they installed uplighting. He noted that the uplighting provides better driving conditions and is aesthetically pleasing.

In response to Ms. Haase's inquiry, Mr. Adams explained that this is an unbudgeted item and the Board must determine whether to utilize fund balance to complete the project. A Board Member asked whether the project can be delayed. Ms. Haase voiced her preference to delay the project.

Mr. Schultz recalled prior discussions regarding reducing the fund balance carried over year over year and asked if the project can be subsidized with those funds. Mr. Adams replied affirmatively and indicated that the District's fund balance is \$250,000 against an annual budget of approximately \$350,000. Mr. Adams recommends a fund balance that is equivalent to 25% to 35% of the District's annual budget.

Mr. Adams summarized that the project is an unbudgeted line item but the District has available funds in its “fund balance” to pay for the uplighting. In response to a question regarding the term of the project, Mr. Adams estimated at least 60 days.

Mr. Schoenheider asked if Mr. Rob Johnson can perform this project. Mr. Whitmore indicated that his staff might be able to install the uplighting, after the wiring is in, and noted the wiring is “half the battle”. He advised that his staff can perform maintenance, subsequent to installation, i.e., changing the bulbs. Ms. Crismond noted that it would save the District money, in the future.

Mr. Mountford admitted that the uplighting will add to the ambience; however, he has no difficulty driving on that road at night.

Mr. Schultz indicated that Staff should advise The Meadows of the project, if the Board decides to proceed with the installation. Ms. Crismond advised that she will transmit an email to Ms. Robin Gillespie.

Mr. Golle pointed out that the question on the table is whether or not the uplighting is necessary.

Mr. Schultz noted that the District expended a lot of money to refurbish the monument and the uplighting will assist with aesthetics. Ms. Crismond indicated that the monument looks beautiful.

On MOTION by Mr. Schoenheider and seconded by Mr. Schultz, with Mr. Schoenheider, Mr. Schultz and Mr. Golle in favor and Mr. Mountford and Ms. Haase dissenting, the Bentley Electric Co., proposal, for base wiring and fixtures, in the amount of \$42,380, was approved. (Motion passed 3-2)

Mr. Whitmore asked if the District will seek input from The Meadows prior to proceeding with the installation. Mr. Schoenheider replied affirmatively.

In response to Mr. Whitmore’s comment, Mr. Adams and Ms. Crismond advised that installation will commence, subsequent to approval from The Meadows.

Mr. Schultz asked if the fund balance will subsidize this project. Mr. Adams replied affirmatively and explained that the District will amend the Fiscal Year 2014 budget rolling funds from the fund balance, assuming that savings are not located elsewhere.

SEVENTH ORDER OF BUSINESS

Approval of January 28, 2014 Regular Meeting Minutes

Ms. Crismond presented the January 28, 2014 Regular Meeting Minutes and asked for any additions, deletions or corrections.

The following changes were made:

Line 189: Change “at” to “the”

Line 197: Change “Golle” to “Adams”

Line 200: Change “insurable” to “uninsurable”

Line 220: Delete “Golle”

Line 223: Add “of millings” after “signs”

Line 234: Change “profession” to “professional”

Line 319: Change “vent” to “event”

Line 347: Change “laminar” to “luminare”

Line 358: Insert “to” after “trimmed”

On MOTION by Mr. Golle and seconded by Ms. Haase, with all in favor, the January 28, 2014 Regular Meeting Minutes, as amended, were approved.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Schoenheider asked Mr. Krebs when he anticipates that the road repairs will commence. Mr. Krebs recalled that, approximately 18 months ago, his firm performed a visual inspection of the District’s roads, including a professional opinion of the current condition and lifespan. Based on the District’s low traffic volume, a suggestion was made to reevaluate the roads in five years. Mr. Krebs noted that neighborhood repairs can be made, if necessary, at the Board’s discretion. Mr. Krebs indicated that an estimated cost of the milling and resurfacing, based on the square footage of each neighborhood, was included in the report.

Mr. Schoenheider requested clarification regarding the commencement date. Mr. Krebs clarified that the roads will be reevaluated in approximately three and one-half years and, if severe degradation is detected, he will prioritize the necessary repairs. Mr. Krebs recalled that the report suggested repairing roads in one neighborhood, at a time, based on the condition of the

roads, or repairing all the roads simultaneously. He noted that a decision was made to wait until the reevaluation to determine how the roads were holding up.

Mr. Schoenheider asked if the District decided to install subterranean infrastructure, such as gas lines, should that occur simultaneous to the road repairs. Mr. Krebs advised that a conduit can be installed at any time, without disturbing the roadbed; however, the contractor that resurfaces the road generally does not open the road to the subgrade to allow for the installation of the conduit. Mr. Krebs explained that the trenches for the conduits are very small and there is no guarantee that the roads will receive good compaction, if they are installed during the road repairs. He clarified that the roads were previously compacted with a large vibrating roller, in comparison to the small plate compactor that will be utilized if the conduits are installed during the road repairs.

Mr. Schoenheider asked whether fiber optic cables can be installed without disturbing the roads. Mr. Krebs advised that cable and cellular companies generally install spare conduits to their conduit banks and the District might be able to connect to an existing conduit bank, if the crossings can be located.

Mr. Whitmore advised that conduits were tracked within PSGRC. Mr. Schoenheider inquired about gas lines. Mr. Whitmore indicated that he contacted TECO, regarding gas lines, and was unable to get information.

Mr. Schoenheider noted that he wanted to avoid opening the roads twice. Mr. Krebs advised that cutting to the subgrade and limerock should be avoided, when possible, as the same amount of compaction cannot be guaranteed and a failure will most likely occur at that location.

In response to Mr. Mountford's comment regarding road repairs, Mr. Krebs indicated that, unless there is a problem or defect in the road, the contractor will mill off approximately 1" of asphalt and install new asphalt on top of that.

Mr. Whitmore reported that complaints were received regarding pavers located in the Palmetto Dunes. He inspected the two areas and the situation is not as bad as the pavers that were repaired in Island Sound; however, additional deterioration may occur in one or two years. Discussion ensued regarding the location of the pavers.

In response to a comment regarding street sweeping, Ms. Crismond advised that she will confirm the Pinehurst schedule.

Discussion ensued regarding the entrance on Corkscrew Road.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Pires advised that he transmitted invoices to Mr. Mountford, via email. Mr. Mountford suggested that Mr. Pires and Mr. Krebs submit copies of their invoices for inclusion in the Agenda. Ms. Crismond advised that the invoices must be submitted two weeks in advance.

B. Engineer

There being no report, the next item followed.

▪ **ACTION ITEMS**

****This item was an addition to the Agenda.****

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. Adams advised that he is waiting for a response from LCU regarding the effluent water agreement.

Mr. Mountford requested an update on Action Item 16. Ms. Crismond recalled that a revised newsletter was disseminated to the Board, via email, subsequent to the last meeting and revisions were made based on the feedback received. Mr. Mountford noted that he did not receive the revised newsletter, due to email problems. Mr. Adams reported that the newsletter was transmitted to residents, via U.S. Mail, and copies were provided to Mr. Whitmore, for inclusion in the new homeowner packets. Ms. Crismond clarified that 100 copies were provided to Mr. Whitmore. Mr. Whitmore advised that he will make additional copies, in-house, when he runs out.

In response to Ms. Haase's comment regarding the leaning light pole, Mr. Adams advised that a work order was previously submitted to Florida Power and Light (FPL). Mr. Whitmore noted that FPL takes approximately three weeks to respond to work orders.

Referring to Action Item 22, Ms. Crismond advised that Staff obtained two quotes to repaint the 15 streetlight poles and quotes were obtained to repaint the sign posts, for uniformity. She reported that Lykins Sign Tech submitted the lowest bid, in the amount of \$3,675, to paint the light poles only. Florida Painters submitted the lowest bid, in the amount of \$4,975, to paint the light poles and 12 sign posts. Discussion ensued regarding the condition of the sign posts.

On MOTION by Mr. Schoenheider and seconded by Mr. Mountford, with all in favor, the Florida Painters proposal for painting the streetlight poles and sign posts, in the amount of \$4,975, was approved.

Referring to Action Item 24, Ms. Crismond advised that the dirty fence is not owned by The Meadows, per her discussion with Ms. Gillespie. In response to Ms. Haase’s question, Mr. Adams stated that the fence might be owned by the commercial parcel. Mr. Adams indicated that Staff will investigate who owns the commercial parcel.

Items 3, 4, 5, 6, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23 and 24 were completed.

Items 1, 2, 7, 8, 10 and 15 were continued.

C. Manager

i. Approval of Unaudited Financial Statements as of January 31, 2014

Ms. Crismond presented the Unaudited Financial Statements as of January 31, 2014.

Mr. Adams highlighted that the assessment levy revenue, through January 31, was 92%. Regarding “Expenditures”, he advised that the District paid one-time fees and “Legal advertising” will be at 100% budget, subsequent to the advertisement of the budget public hearing.

Mr. Adams advised that “Roadway repair” was at \$55,000, year-to-date, against a budgeted \$50,000, as a result of the Island Sound repairs.

Mr. Schoenheider asked if an invoice was received for street sweeping. Mr. Adams explained that he controls the frequency of that bill and the District will most likely receive semiannual invoices.

In response to Mr. Schoenheider’s inquiry regarding aquascaping, Mr. Adams explained that it is performed once per year.

On Page 3, Mr. Adams advised that the “Pelican Sound program...” “Audit” payments are made in installments.

Mr. Adams indicated that the District was well within budget, the Pelican Sound portion is 27%, year-to-date, and 43% District-wide, primarily due to the roadway repairs.

- **Check Register**

Mr. Schoenheider questioned a payment to Stoneybrook CDD. Mr. Adams explained that Stonebrook’s FedEx account number was entered in error; therefore, they were reimbursed.

In response to Mr. Schoenheider’s inquiry, Mr. Adams and Ms. Crismond advised that The Brickman Group LTD, LLC, is the District’s landscaping contractor.

Ms. Crismond recalled that Lake and Wetland Management, Inc. (Lake and Wetland), was advised of the bulrush situation and other issues with the dry detention and conservation areas, in January, and the situations remain unresolved. Ms. Crismond scheduled a meeting with the contractor in March, to discuss these issues.

Mr. Golle asked how much lower their bid was. Ms. Crismond advised that it was approximately \$30,000 less. She recalled that LakeMasters’ bid was steady, year over year, and they decided to raise it by \$30,000 this past year.

Ms. Crismond summarized that she will continue to work with Lake and Wetland and payments will be withheld until these matters are resolved. She noted that the contract can be terminated with a 30-day notice.

Mr. Adams recalled that positive references were received from Pelican Marsh and Tiburon. He reported that Staff held a meeting with management representatives from Lake and Wetland regarding the bulrush and the instructions were not relayed to their on-site personnel. Mr. Adams explained that bulrush is a beneficial aquatic plant and should not be sprayed.

Ms. Crismond reported that the spikerush is starting to recover from the cold weather and the littorals are growing.

Ms. Haase indicated that she observed algae growth in the lake behind Edgewater I. Ms. Crismond conveyed that Lake and Wetland was previously advised of algae and plankton growth in that lake.

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

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

TENTH ORDER OF BUSINESS

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

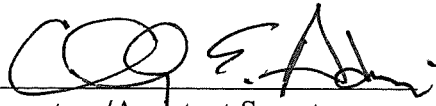
Mr. Golle advised that he is travelling and will not need the March Agenda.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Schoenheider and seconded by Mr. Mountford, with all in favor, the meeting adjourned at 2:23 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 prepare ten-year capital reinvestment schedule
4. **AGENDA ITEM:** Per Mr. Mountford, How will the District approach communications with resident complaints in the future (TM)
5. **ACTION ITEM:** Ms. Crismond to copy association representatives on resident emails that concern their particular association
6. **ACTION ITEM:** Ms. Crismond to schedule summer cord grass plantings in Lake H-1B exposed area
7. **AGENDA ITEM:** (APRIL MEETING) “Budget Process – Process Improvement” – initial budget discussions
8. **ACTION/AGENDA:** Mr. Pires to draft informal practice and policy for resident inquiry/complaints and Staff to post final policy on the District’s website
9. **ACTION/AGENDA:** Mr. Pires to draft resolution regarding subsidizing costs for capital improvements (reserves/finance)
10. **ACTION ITEM:** Ms. Crismond to email Robin Gillespie regarding uplighting
11. **ACTION ITEM:** Ms. Crismond to investigate street sweeping schedule in Pine Hurst
12. **ACTION ITEM:** Ms. Crismond to email Mr. Mountford revised newsletter
13. **ACTION ITEM:** Staff to contact owner of commercial property regarding dirty fence

COMPLETED ACTION/AGENDA ITEMS:

- 10/22/2013 **ACTION ITEM:** Charlie Krebs will measure and provide cost estimates for repairs –will have pricing at next meeting – three 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 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
- 2/25/2014 **ACTION ITEM:** Mr. Adams to schedule a meeting with LCU regarding effluent water agreement

RIVER RIDGE CDD

February 25, 2014

- 2/25/2014 **ACTION ITEM:** Post amended Meeting Protocol and Procedures on the District’s website

- 2/25/2014 **ACTION ITEM:** Continued Discussion: Best Practices (reserve study)

- 2/25/2014 **ACTION ITEM:** Management will provide the Board with procedures practiced by other districts to determine if they should be implemented in River Ridge CDD

- 2/25/2014 **ACTION ITEM:** Mr. Adams & Ms. Crismond to tour exposed area in Lake H-1B

- 2/25/2014 **ACTION ITEM:** Mr. Adams to disseminate sample reserve study and spreadsheet to the Board

- 2/25/2014 **ACTION ITEM:** Mr. Adams to schedule a vendor for reserve study presentation [vendor not scheduled – the Board opted for the informal study]

- 2/25/2014 **ACTION ITEM:** Mr. Adams to locate list containing District’s unfunded liabilities

- 2/25/2014 **ACTION ITEM:** Mr. Adams to research banks/lines of credit for Board discussion

- 2/25/2014 **ACTION ITEM:** Staff to edit newsletter and disseminate to the Board for edits and comments

- 2/25/2014 **AGENDA ITEM:** Continued Discussion: Newsletter

- 2/25/2014 **ACTION ITEM:** Ms. Crismond to forward approved newsletter to Robin Gillespie for dissemination to The Meadows residents

- 2/25/2014 **ACTION ITEM:** Staff to prepare brochure with information from District website for distribution in PSGRC new homeowner packets

- 2/25/2014 **ACTION ITEM:** Staff to arrange trimming of the landscaping near the 15 streetlight poles on Pelican Sound Drive from the gatehouse to U.S. 41

- 2/25/2014 **ACTION ITEM:** Staff to obtain proposals for uplighting on Pelican Sound Drive from the gatehouse to U.S. 41

- 2/25/2014 **ACTION ITEM:** Ms. Crismond to obtain quotes to paint the 15 streetlight poles

- 2/25/2014 **ACTION ITEM:** Mr. Pires to provide details of \$1,660 invoice

- 2/25/2014 **ACTION ITEM:** Ms. Crismond to call Ms. Gillespie regarding the dirty fence