

RIVER RIDGE
COMMUNITY DEVELOPMENT
DISTRICT

REGULAR MEETING
AGENDA

April 22, 2014

River Ridge Community Development District
6131 Lyons Road, Suite 100 • Coconut Creek, Florida 33073
Phone (954) 426-2105 • Fax (954) 426-2147 • Toll-free: (877) 276-0889

April 14, 2014

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
River Ridge Community Development District

Dear Board Members:

A Regular Meeting of the River Ridge Community Development District's Board of Supervisors will be held on **Tuesday, April 22, 2014 at 1:00 p.m., at the Pelican Sound Golf and River Club at 4561 Pelican Sound Boulevard, Estero, Florida 33928.** The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items (*5 minutes per speaker*)
3. Consideration of Informal Practice and Policy for Resident Inquiries/Complaints
4. Discussion: 10-Year Capital Reinvestment Schedule
5. Discussion: Budget Review and Preplanning for Fiscal Year 2015
6. Discussion: Staff Evaluations
 - A. Attorney
 - B. Engineer
 - C. Manager
7. Notice of General Election: November 4, 2014 [Seats 1 & 2]
 - Candidate Qualifying Period: Noon, June 16, 2014 – Noon, June 20, 2014
 - Candidates May Pre-Qualify Beginning June 2, 2014
 - Consideration of **Resolution 2014-5**, Placing Special District Candidates on General Election Ballot
8. Approval of **March 25, 2014** Regular Meeting Minutes
 - Action/Agenda Items
9. Other Business

10. Staff Reports
 - A. Attorney
 - Invoices
 - B. Engineer
 - Invoices
 - Solutions for Speeding in Roundabout at Corkscrew and Pinehurst Greens Drive
 - Revisit Analysis Options to Include Installation of Rumble Strips
 - C. Manager
 - i. Approval of Unaudited Financial Statements as of March 31, 2014
 - Check Register
 - ii. **NEXT MEETING DATE: May 27, 2014 at 1:00 P.M.**
11. Supervisors' Requests and Public Comments (*5 minutes per speaker*)
12. Adjournment

If you have any questions, please feel free to contact me directly at 239-464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL IN NUMBER: 1-888-354-0094

CONFERENCE ID: 8593810

INFORMAL POLICY AND PROCEDURE FOR RESIDENT INQUIRIES/COMPLAINTS

[Adopted April 22, 2014]

The following policies and procedures apply to all resident or property owner inquiries or complaints relating to services provided by the River Ridge Community Development District (“District” or “River Ridge”) or concerning the operation or maintenance of facilities of the District operated or maintained by the Pelican Sound Golf and River Club (“the “Club”).

1. The concerned resident or property owner should first contact their Neighborhood Association President (NVR) detailing their concern. The concerned resident has the right to bring their concern directly to the District, however it is much more effective to get help and information from their NVR.
2. The NVR may want to at this point talk to the Pelican GRC General Manager to determine if it is a Club or a District issue.
3. The NVR can then contact the District if the NVR believes that River Ridge is the proper party. The NVR can call Cleo Crismond at the District Manager’s office by telephone at either (239) 498-9020 (O); (239) 989-2939 (M) or email at crismondc@whhassociates.com.
4. The District Manager will ascertain the nature of the complaint/inquiry.
5. The District Manager will then bring the issue forward at the next River Ridge meeting for discussion with the River Ridge Board of Supervisors. If possible a resolution will be reached with planned action if appropriate. The concerned resident and NVR should attend this meeting. There may need to be further investigation requiring more discussion at a subsequent meeting of River Ridge.
6. The District Manager, in coordination with the Club manager and relevant NVR, will then communicate the resolution of the complaint/inquiry to the resident or property owner.
7. If the District Manager believes that the complaint/inquiry involves legal matters, the District Manager will also communicate the matter to the District Counsel, as appropriate.
8. Resident or property owner inquiries or complaints should not be made to any vendor of the District or the Club.

RIVER RIDGE CDDs

Long Term Capital Improvement Reinvestment Guide

10 year plan

DRAFT 3/2014

Statutorily Authorized Areas of Special Powers (Chapter 190.012 FS)

- 1) Storm Water Management System (lakes, wetlands, interconnecting pipes and control structure)
- 2) Water, Wastewater and Reuse/Irrigation supply
- 3) Bridges/Culverts
- 4) Roads and ancilliary improvements (including sidewalks & drainage)
- 5) Streetlighting
- 6) Landscaping (road right of ways and common areas)
- 7) Hardscaping (monument signs etc.)
- 8) Public transportation (including parking improvements and signage)

Statutorily Authorized Areas of Special **ADDITIONAL** Powers (must be authorized by Lee County)

- 1) Parks and Recreational Facilities (already authorized by Lee County)
- 2) Fire Prevention and Control
- 3) Schools
- 4) Security (already authorized by Lee County)
- 5) Mosquito Control
- 6) Soild Waste Collection

Statutorily Authorized Areas of Special Powers and ADDITIONAL powers already being exercised

1) Storm Water Management System

Operations

Currently owns and operates the trunk drainage system that includes maintenance of lakes, wetlands interconnecting pipes and control structures

Current Annual Operating Budget \$124,000

Capital Considerations

Current

Nothing Discussed/Programmed Currently

\$0

Long Term

Shoreline Erosion Control/Abatement (estimated based upon observations and experience with other CDDs)

\$350,000 \$147.52 \$147.52

Piping/Headwall/Control Structure Refurbishment?

\$0 Beyond 10 year plan

Demucking of storm water ponds?

\$0 Beyond 10 year plan

<u>per unit costs</u>									
<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>

2) Roads, roadside landscaping, streetlighting, sidewalks, signage, monuments and hardscaping

Operations

Currently owns and operates the roadside landscaping, streetlighting, roads, sidewalks, signage and hardscaping at the entrances and along the arterial roads

Current Annual Operating Budget \$135,869

Capital Considerations

Current

Recently completed Island Sound resurfacing.

Recently Completed (2013) \$55,000

Long Term

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Whole sale landscape materials replacement	\$600,000			\$132.90	\$132.90	\$132.90	\$132.90				
Signage (traffic/ refinish w/new inserts)	\$40,000							\$8.89	\$8.89	\$8.89	\$8.89
Monument signs refurbishment ("Pelican Sound" Only at Corscrew and Williams entries)	\$60,000			\$13.28	\$13.28	\$13.28	\$13.28				
Road resurfacing and sidewalk repairs (per HM 2013 Report minus Island Sound)	\$715,000							\$158.52	\$158.52	\$158.52	\$158.52
Sub-totals	\$1,415,000	\$0.00	\$0.00	\$146.18	\$146.18	\$146.18	\$146.18	\$167.41	\$167.41	\$167.41	\$167.41

3) Perimeter Fencing/Buffering (additional security power)

Operations

Currently own certain sections of perimeter fencing and buffering

Current Annual Operating Budget \$0

Capital Considerations

Current

\$0

Long Term

Whole sale replacement or upgrade of fencing?

\$0 Beyond 10 year plan

Soil/turf/tree replacement/supplement?

\$0 Not currently anticipated in 10 year plan

4) Other areas of Consideration???

Guardhouses/Gates?

Irrigation Pump Station?

Ten Year Capital Plan Grand Totals **\$1,765,000** **\$147.52** **\$147.52** **\$146.18** **\$146.18** **\$146.18** **\$146.18** **\$167.41** **\$167.41** **\$167.41**

NOTES:

1) All financing assumes 5% interest rate

2) All per unit assessments amounts are inclusive of cost to collect through the property tax bill

RESOLUTION 2014-5

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE RIVER RIDGE COMMUNITY DEVELOPMENT
DISTRICT FOR PLACING SPECIAL DISTRICT
CANDIDATES ON GENERAL ELECTION BALLOT**

WHEREAS, the RIVER RIDGE COMMUNITY DEVELOPMENT DISTRICT was established by the Florida Legislature pursuant to Chapter 190 of the Florida Statutes; and:

WHEREAS, Florida Law provides for the election of members to specific terms for the Board of Supervisors of the RIVER RIDGE COMMUNITY DEVELOPMENT DISTRICT and calls for the election of:

Seat Number 1 length of term 4 years

Seat Number 2 length of term 4 years

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

SECTION ONE FS §100.031

There is hereby called an election in the county of Lee, State of Florida. Said election is to be held on **November 4, 2014** for the purpose of having all of the qualified electors residing within the boundaries of said District to determine the members to serve as the Board of Supervisors of the River Ridge Community Development District.

SECTION TWO FS §99.061

The candidate-qualifying period for a candidate for the office of Supervisor to said District shall be from **Noon, June 16, 2014 through Noon, June 20, 2014**. Candidates shall qualify with the Lee County Supervisor of Elections for the office sought.

SECTION THREE FS §100.011 AND FS §101.151

Said election shall be conducted according to the requirements of general law and the laws governing special district elections. The election shall be held at the polling places and early voting sites designated by the Supervisor of Elections of Lee County, Florida. The polls and early voting sites shall be open and closed as provided by law. The ballots to be used in said election shall contain the names of the qualified candidates to be voted upon as provided by law.

SECTION FOUR FS §100.021

FS §100.021 Notice of General Election - The Department of State shall, in any year in which a general election is held, make out a notice stating the offices and vacancies within those offices to be filled at the general election in the state, and in each county and district thereof. During the 30 days prior to the beginning of qualifying, the Department of State shall have the notice published two times in a newspaper of general circulation in each county; and, in counties in which there is no newspaper of general circulation, it shall send to the sheriff a notice of the offices and vacancies to be filled at such general election by the qualified voters of the sheriff's county or any district thereof, and the sheriff shall have at least five copies of the notice posted in conspicuous places in the county.

SECTION FIVE FS §190.006(3)2.(b)

The District shall publish a notice of the candidate-qualifying period set by the Lee County Supervisor of Elections for each election as least two weeks prior to the start of the qualifying period.

SECTION SIX

THE FOREGOING RESOLUTION was offered by Supervisor _____ who moved its adoption. The motion was seconded by Supervisor _____ and upon being put to vote, the vote was as follows:

Supervisor _____	AYE	NAY
Supervisor _____	AYE	NAY
Supervisor _____	AYE	NAY
Supervisor _____	AYE	NAY
Supervisor _____	AYE	NAY

DULY PASSED AND ADOPTED this 22nd day of **April, 2014**.

ATTEST:

**BOARD OF SUPERVISORS OF
THE RIVER RIDGE
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By: _____

Its: _____

42 **SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items (5
minutes per speaker)**

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45 Ms. Crismond asked for public comments on agenda items and noted that the speaker
46 information cards are for non-agenda items.

47 Mr. Adams clarified that public comment for non-agenda items will be held during the
48 Twelfth Order of Business.

49 There being no public comments, the next item followed.

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51 **THIRD ORDER OF BUSINESS**

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30,
2013, Prepared by Grau & Associates**

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54
55 Mr. Grau presented the Audited Financial Report. He noted that the format of the report
56 has changed slightly. Referring to the “Independent Auditor’s Report”, he noted that it reflects a
57 clean opinion.

58 Mr. Grau explained that the “Management’s Discussion and Analysis” depicts condensed
59 information of the District’s activity throughout the year. The “Net Position”, on Page 4,
60 contains a balance sheet as of September 30, 2013 and includes the District’s fixed assets and
61 long-term debt. It reflects a net position of approximately \$9 million as of September 30, 2013.

62 Referring to the “Changes in Net Position”, on Page 5, Mr. Grau indicated that it reflects
63 the District’s income statement for the fiscal year ending September 30, 2013. He explained that
64 there was a loss of approximately \$200,000, mostly due to depreciation, and noted that it is a non
65 cash item. Mr. Grau advised that the additional expenses related to the Pelican Sound program
66 resulted in increased expenditures for the year.

67 The Governmental Funds “Balance Sheet”, on Page 9, reflects the District’s cash and its
68 accounts receivable and accounts payable. Mr. Grau indicated that the total fund balance was
69 \$297,081, as of September 20, 2013.

70 Mr. Grau stated that the income statement, on Page 10, reflects the assessment revenues
71 and how the funds were expended. He noted the “General government” and “Maintenance and
72 operations” line items and advised that the “Principal” and “Interest”, related to the capital lease,
73 will be paid off in 2014.

74 Mr. Grau referred to the “New Accounting Standards Adopted”, on Page 12, and noted
75 that only Governmental Accounting Standards Board (GASB) No. 63 impacts the District. He
76 pointed out that the terminology was revised and the “Statement of Net Assets” is now called
77 “Statement of Net Positions”.

78 Mr. Grau noted that subtle changes were made to the footnotes but they are not relevant
79 to the District at this time.

80 Mr. Grau referred to “Capital Leases”, on Page 17, and pointed out that the lease will be
81 paid off in 2014. He advised that the Budget to actual is on Page 18.

82 Mr. Grau indicated that the “Auditor’s Report on Internal Control Over Financial
83 Reporting and On Compliance” and the “Management Letter” both reflect a clean opinion. He
84 stated that there were no findings for the year.

85 Referring to the sentence “Settled claims from these risks have not exceeded commercial
86 insurance coverage over the past three years”, under “Note 8 – Risk Management”, on Page 17,
87 Mr. Pires indicated that he is not aware of any settled claims over the past three years. Mr. Grau
88 advised that it is standard language used by his firm. Mr. Pires stated that the verbiage implies
89 that there have been settled claims and suggested revising the sentence to read “there have not
90 been any claims made within the last three years”.

91 Mr. Grau confirmed that the change will be made. He reiterated that it is standard
92 language and noted the verbiage is not implying that there were any claims, only that there were
93 not any settled claims that exceeded insurance coverage. In other words, funds were not
94 expended to pay any claims brought against the District.

95 Mr. Pires reiterated that the verbiage should be changed to “there have not been any
96 claims made within the last three years”.

97 Mr. Adams indicated that he does not see any problems with changing the verbiage and
98 noted that both statements are practically synonymous.

99

100 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-4,
Accepting the Audited Financial Report
for the Fiscal Year Ended September 30,
2013**

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Mr. Adams presented Resolution 2014-4 for the Board’s consideration.

On MOTION by Mr. Schoenheider and seconded by Mr. Schultz, with all in favor, Resolution 2014-4, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2013, as amended, was adopted.

Mr. Grau left the meeting.

FIFTH ORDER OF BUSINESS

Consideration of Annual NPDES Report

Mr. David Robson, of Johnson Engineering, presented the Year 2 National Pollutant Discharge Elimination System (NPDES) Report. He noted that it is nearly a repeat of Year 1. Next year, the report will require additional attachments.

Mr. Robson indicated that Mr. Pires previously identified a scrivener’s error in Section III.A., on Page 2 of 18, and “River Ridge of Bonita Springs CDD” will be changed to “River Ridge CDD”. He noted that the same correction will be made on the Water Quality Summary.

In “Section IV. Fiscal Analysis”, Mr. Robson read “*DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts...*” He advised that he responded to that request in “Paragraph B.” advising that “...reduction due to reduced efforts/costs necessary in supplemental Beneficial Aquatic Plant program.” This will ensure that the Florida Department of Environmental Protection (FDEP) does not assume that the District is compromising the stormwater management program (SWMP). He explained that is the reason the FDEP asks if the funding decrease is to determine if the District is compromising the SWMP.

Mr. Robson indicated that the water quality graphs and data summary are appended to “Checklist A”. He advised that the summary was comprised of information from Lee County Water Monitoring Program.

Mr. Krebs pointed out that 2010 “was a weird year”. Mr. Robson concurred and stated that it was a dry year.

For the benefit of the public, Mr. Schoenheider asked Mr. Robson to explain what the NPDES is.

Mr. Robson explained that NPDES is the acronym for National Pollutant Discharge Elimination System and it is a federal program administered by the Environmental Protection Agency (EPA) but delegated to the FDEP. It can be traced back to the 1972 Clean Water Act,

139 when the federal government acknowledged that the United States waterways were becoming too
140 polluted and decided to implement a system to reduce pollutants in stormwater discharge.

141 Mr. Robson indicated that the NPDES report has nine elements; each with the purpose of
142 reducing pollutants in the stormwater discharge.

143 Mr. Robson reported that, as a governmental entity, a CDD is required to be part of the
144 program; therefore, the District is part of the Lee County permit has a commitment to submit an
145 annual report on the status of its stormwater program.

146 Mr. Robson reported that Mr. Mountford is the District’s responsible authority and noted
147 the long definition for “responsible authority”. In Mr. Mountford’s absence and with Mr. Pires’
148 approval, any Board Member or the District Manager can be designated as the District’s
149 responsible authority for the purpose of signing the NPDES Report. Ms. Crismond advised that
150 the report will not be signed today, as it must be corrected. Mr. Robson indicated that his intent
151 was to inform everyone what the duties of responsible authority entail.

152 Mr. Robson surmised that Mr. Mountford is not physically present for today’s meeting;
153 therefore, the report will not be signed today.

154 Mr. Mountford asked if the District Manager can be designated as the responsible
155 authority, for the purpose of signing the report today. Mr. Adams noted that it will expedite
156 submission of the report.

157 Mr. Pires replied affirmatively and noted that the Board could authorize execution by the
158 Chair or another designated person, subject to revisions.

159

On MOTION by Mr. Schoenheider and seconded by Ms. Haase, with all in favor, authorizing execution of Annual NPDES Report by the Chair, including the District Manager, as a designated person, subject to revisions, was approved.

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166 Mr. Robson advised that he will revise the first page identifying Mr. Adams as the
167 responsible authority.

168 Mr. Schultz inquired about the reminder list on Page 3 of 3. Mr. Robson explained that
169 Mr. Schultz is referring to the Basin Management Action Plan (BMAP).

170 Mr. Robson indicated that the District’s stormwater system discharges into the Estero
171 River. If the system was part of the Total Maximum Daily Loads Program (TMDL), it would be

172 identified as an impaired waterway and placed on the priority list. When it reaches the top of the
173 list, it is designated as impaired by the FDEP, requiring a TMDL report, which must be
174 presented, setting the level of the TMDLs. All users that discharge into that portion of the
175 waterway are polled and a BMAP is developed.

176 Mr. Robson hypothesized that, if the FDEP determined that it was necessary to decrease
177 the total nitrogen discharged, per year, into the Estero River by 1,000 pounds and the District
178 was identified as contributing 10% to 15% of the total discharge; the District would be assigned
179 15% of the 1,000 pounds. The District would have the option of implementing a nonstructural
180 control, increasing litter collection, street sweeping, public education and signage, etc., or a
181 structural control, which entails installing another stormwater facility to increase the treatment of
182 the stormwater before it is discharged into the Estero River.

183 Mr. Schultz noted that a due date is referenced on the reminder list.

184 Mr. Robson clarified that the form is set up for TMDL and the District does not have one
185 in place. He indicated that, out of the 12 co-permittees in the Lee County permit, there are four
186 that must complete this section because the location where their stormwater is discharged, the
187 Loxahatchee River, is considered an impaired waterway with TMDL and a BMAP in place. Mr.
188 Robson confirmed that the District's portion of the Estero River does not have TMDL or BMAP
189 in place.

190 Mr. Robson reported that FDEP responded to the District's prior year report, last week,
191 and disseminated copies to the Board. He advised that he prepared a sample response to FDEP's
192 letter.

193 Mr. Robson referred to Page 5, of the handout and noted that it contains the list of the Lee
194 County co-permittees. He indicated that FDEP identified four items of concern with regard to
195 River Ridge and one reflects that a response must be submitted by May 30, 2014; therefore, the
196 District has two months to respond. Mr. Robson clarified that it is a minor item, since the
197 District has litter and street sweeping programs.

198 Mr. Robson explained that many co-permittees were confused, this year, with the
199 instructions on the NPDES annual report with regard to the inclusion of additional information
200 on the litter and street sweeping programs and opposing instructions from the FDEP. Mr.
201 Robson indicated that the information was not requested on "Checklist A" or the District's
202 standard operating procedures (SOPs); therefore, he did not submit the information.

203 Mr. Robson acknowledged that Page 36, of the 108-page permit, reflects that a
204 description of the litter and street sweeping programs must be submitted in Year 1. Several co-
205 permittees were confused whether they should follow the instructions on the annual report or the
206 permit.

207 Mr. Robson advised that he prepared a summary of the items requested in the submittal.

208 Mr. Schoenheider referred to Part III.A.7.d., on Page 5 of the handout, which read
209 “Permittee is responsible for attending and reporting training provided by the county.” He asked
210 if Mr. Robson or a representative from the PSGRC is “that” person.

211 Mr. Robson indicated that, on Page 2 of the handout, he discusses illicit discharges and
212 improper spills. FDEP’s position is that the District is responsible for clearing spills near
213 stormwater lakes and roadways; therefore, proper training must be received. He advised that Lee
214 County offers a class that covers all training aspects required by the permit.

215 Mr. Robson explained that other districts have designated their lake maintenance
216 contractor as the responder. He pointed out that this is feasible for the District if the contractor
217 receives the county’s training. A contractor can be trained to notice illicit discharge while they
218 are performing lake maintenance, which will count as a proactive inspection.

219 Mr. Robson summarized that one training class will satisfy the illicit discharge, the spill
220 response and the site operator training requirements.

221 Mr. Robson explained that the county offers four classes per year. He advised that, if the
222 lake maintenance contractor is not changed often, it is beneficial to have that person trained as
223 the designated responder. Mr. Robson indicated that this person will provide a report to the
224 District each time they are on site.

225 Mr. Robson concluded that the requirements will be met if the contractor is the
226 designated responder.

227 In response to Mr. Schoenheider’s question, Mr. Adams indicated that LakeMasters is
228 attending the training class offered in April and Staff will request that Lake and Wetland
229 Management attend the training, as well. He noted that an additional category for illicit
230 discharges and spills will be included on the contractor’s weekly report.

231 Mr. Robson mentioned that this is a simple and inexpensive cure for the problem.

232 Mr. Adams noted that the information will be updated on the NPDES annual reports,
233 moving forward, and the current report will reflect that the District's contractor is attending a
234 class.

235 In response to Mr. Krebs' question regarding the exhibits, Mr. Adams indicated that he
236 previously transmitted the exhibit depicting the linear footage and the exhibit highlighting the
237 roads owned by the District. Mr. Robson noted that the frequency and recordkeeping
238 methodology must be completed and the District's SOP must be revised to reflect current
239 information.

240 Mr. Robson advised that he will work on the revisions with Mr. Adams and a revised
241 SOP will be presented to the Board at a later date.

242 Mr. Mountford asked whether the District should have the outflow from the PSGRC
243 tested as well.

244 Mr. Robson indicated that testing is a double-edged sword. He explained that, when the
245 Estero River receives its maximum TMDL and the participating stakeholders are ascertained, the
246 District will be identified as a community development district. Mr. Robson stated that, if the
247 District can provide pre-existing data showing its actual discharge levels and, if that amount is
248 less than the limit set by the TMDL, the District can be eliminated as a contributor; however, if
249 the District's discharge measurement are above the limits set by the TMDL, the District must
250 provide an assessment and monitoring plan that identifies what actions will be taken to clean up
251 the discharge.

252 Mr. Mountford asked if a pretest can be performed. Mr. Robson indicated that, for the
253 data to be effective, the tests must be performed monthly, for multiple seasons. Mr. Robson
254 referred to the water quality graphs and noted that the District can have multiple spikes from its
255 own system in one year and, with only one year's worth of data, the District would have to take
256 the appropriate measures to cure the item creating that spike.

257 Mr. Mountford indicated that nitrogen is the only category that does not have an outside
258 local trend and asked Mr. Robson to explain, based on his experience, what the cause is. Mr.
259 Robson stated that Lee County has 100⁺ monitoring sites scattered throughout the county. He
260 advised that Mr. Tony Pellicer is Lee County's natural resources representative, who works with
261 the NPDES, and it is Mr. Pellicer's conclusion that nitrogen levels were expected to stabilize,

262 when construction slowed; however, the levels continued to rise. There is nothing to suggest that
263 the nitrogen levels will not continue rising, in the future.

264 Mr. Mountford asked what type of waste triggers an increase in nitrogen levels. Mr.
265 Robson advised that fertilizer is considered a primary culprit and noted that, for this reason, Lee
266 County implemented an ordinance as a countermeasure; however, the levels continue to rise.
267 Dissolved oxygen is another contributor in southwest Florida water bodies.

268 Mr. Robson stated that, unfortunately, it is believed that nitrogen occurs naturally during
269 the dry season. He explained that, when the flow is low and mainly groundwater flows,
270 historically, groundwater is low on dissolved oxygen. Mr. Robson is not sure what the EPA
271 expects the District to do with regard to this problem.

272 Mr. Mountford questioned whether reducing the amount of fertilizer or changing the type
273 of fertilizer will alleviate the problem. Mr. Robson replied affirmatively and indicated that
274 another solution would be to add another treatment cell, such as a low swampy area with
275 vegetation that will absorb the nitrogen before it discharges.

276 Mr. Robson confirmed that the report will be revised, as discussed.

277 Mr. Mountford indicated that it is difficult to follow the discussions by telephone and
278 requested that the 10-Year Capital Reinvestment Schedule be deferred to the next meeting, so
279 that he may participate in the deliberations. Mr. Adams indicated that Mr. Golle is not in
280 attendance today either and concurred that Items 7 and 8 should be deferred to the next meeting.

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**On MOTION by Mr. Schultz and seconded by Ms. Haase, with
all in favor, the Annual NPDES Report, as amended, was
approved.**

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287 **SIXTH ORDER OF BUSINESS**

**Consideration of Informal Practice and
Policy for Resident Inquiries/Complaints
(to be provided under separate cover)**

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291 Mr. Pires recalled that the informal practice is a product of discussions held at the prior
292 meeting. He reported that the Board previously discussed implementing a system to handle
293 resident inquiries or complaints between Staff and the relevant association representatives in an
294 effort to encourage better communication prior to the Board’s resolution of the inquiry or
295 complaint.

296 Mr. Pires referred to the handout and advised that he incorporated the suggestions made
297 by Mr. Mountford, at the prior meeting, into the informal policy.

298 Mr. Adams commended Mr. Pires on his preparation of a clear and concise policy.

299 Ms. Haase indicated that the policy is geared towards the PSGRC and questioned whether
300 that was the intent. She noted that The Meadows was excluded. Mr. Pires concurred and stated
301 that Paragraph 3 and the subsequent paragraphs can be revised to include “Notify The Club or
302 the operative association and the appropriate association Neighborhood Voting Representative
303 (NVR)”.

304 Ms. Haase asked if “NVR” can be changed to “Neighborhood President”. Mr. Whitmore
305 advised that not every neighborhood has a president. Mr. Pires suggested “Association
306 President”.

307 Mr. Mountford noted that the informal policy is meant to be a guideline and not a
308 directive. He indicated that residents can make inquiries and complaints to whomever they want;
309 the Board cannot control resident actions. Mr. Mountford conveyed that the guidelines should be
310 directed towards the Board’s actions subsequent to receipt of the inquiry or complaint. The
311 Board Members and Staff should be equipped with instructions on how to handle the inquiry or
312 complaint, such as “You would be better served, if you knew the following...” and guide the
313 resident on the right path.

314 Mr. Pires suggested changing the word “should”, in Paragraph 1, to “encouraged” or
315 “requested to contact Cleo Crismond...”. He advised that he previously changed Paragraph 6 to
316 state “encouraged to follow the process...”, in an attempt to keep a “friendly” tone.

317 Mr. Mountford stated that the informal policy presumes that the focus of the inquiries or
318 complaints will be regarding items that only affect the District. Mr. Pires indicated that it was
319 intended to be for the facilities operated and maintained by the District, PSGRC the
320 Associations. He stated that he can try to make it more precise.

321 Mr. Pires advised that he will amend the informal policy, in redline form, for the Board’s
322 review at the next meeting.

323 Mr. Schoenheider asked if the informal policy will be included in the next newsletter
324 subsequent to the Board’s approval. Mr. Adams stated that it can be included or residents can be
325 directed to review the policy on the District’s website, instead of taking up printed space in the
326 newsletter.

327 Mr. Pires reiterated that he will amend the policy, in redline form, for the Board’s review
328 at the next meeting.

329
330 **SEVENTH ORDER OF BUSINESS** **Continued Discussion: Best Practices**
331 **[Reserve Study] (to be provided at**
332 **meeting)**
333

334 This item was deferred to the next meeting.

335
336 **EIGHTH ORDER OF BUSINESS** **Discussion: 10-Year Capital**
337 **Reinvestment Schedule**
338

339 This item was deferred to the next meeting.

340
341 **NINTH ORDER OF BUSINESS** **Approval of February 25, 2014 Regular**
342 **Meeting Minutes**
343

344 Ms. Crismond presented the February 25, 2014 Regular Meeting Minutes and asked for
345 any additions, deletions or corrections.

346 The following changes were made:

347 Line 61: Remove the second “as”

348 Line 178: Remove “has”

349 Line 267: Insert “in” after “...after the wiring is”

350 Line 332: Change “subterraneous” to “subterranean”

351
352 **On MOTION by Ms. Haase and seconded by Mr. Schultz, with**
353 **all in favor, the February 25, 2014 Regular Meeting Minutes,**
354 **as amended, were approved.**

355
356
357 **▪ ACTION ITEMS**

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

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

361 Ms. Crismond advised that she obtained a proposal from M.R.I. Underwater Specialists,
362 Inc., (MRI), in the amount of \$1,300, for an inspection. The report will identify which catch

363 basins require cleaning. In response to Mr. Schoenheider’s question, Ms. Crismond clarified that
364 the street gutters will be inspected.

365 The Board agreed to proceed with M.R.I.’s inspection of the catch basins.

366 Mr. Adams advised that Item 9 can be removed. He clarified that the 10-Year Capital
367 Reinvestment Plan will be discussed during the next meeting and the Board’s decision will be
368 memorialized in a resolution.

369 With regard to Item 10, Ms. Crismond advised that Ms. Gillespie was informed of the
370 uplighting project. She advised that the electrical contractor, Bentley Electric, is in the
371 permitting process. In response to Mr. Schoenheider’s question, Ms. Crismond indicated that the
372 contractor will install the lighting subsequent to approval of the permits.

373 Referring to Action Item 11, Ms. Crismond confirmed that street sweeping is on a
374 biweekly, Friday schedule. Ms. Haase mentioned that the oak trees are shedding leaves.

375 Mr. Mountford confirmed that he received the revised newsletter.

376 With regard to Action Item 13, Mr. Adams advised that 7-11 Inc., is the owner of the
377 fence; he will transmit a letter advising them of the dirty fence.

378 Mr. Schultz requested a status regarding the Lee County Utilities (LCU) reclaimed water
379 agreement.

380 Mr. Adams advised that LCU agreed to the majority of the agreements and LCU
381 requested the removal of the language regarding the District’s location in an area of extreme
382 sensitivity. LCU’s position is that the verbiage is not factual. Mr. Adams indicated that Staff
383 complied with the request and he anticipates that LCU will increase the District’s allocation
384 when the improvements are completed. He conveyed that the agreement will be executed today
385 by the Vice Chair and will be transmitted to LCU.

386 Ms. Crismond reported that the street light poles and sign posts were painted by Florida
387 Painters; she is satisfied with the outcome.

388 Ms. Crismond recalled prior discussions regarding the leaning light pole. She advised
389 that she called FPL to follow up on the work order. FPL could not locate the original work order
390 and filed a second one; the repairs will be made in approximately four to six weeks.

391 Items 9, 10 11 and 12 were completed.

392 Items 1, 2, 3, 4, 5, 6, 7, 8, and 13 were continued.

393

394 **TENTH ORDER OF BUSINESS** **Other Business**

395

396 Mr. Mountford stated that he is not pleased with the cleaning performed by the street
397 sweepers. He pointed out that the leaves and seedlings are blocking the sewer grates. Mr.
398 Mountford questioned whether the street sweeper actually picks up debris or moves it around.

399 Mr. Adams confirmed that debris is picked up; however, they must pass over the area
400 multiple times. He advised that a meeting was held with the contractor. The machine is
401 struggling due to the amount of leaves shed by the oak trees. The street sweeper is making two
402 to three passes to clean the road, however, the following day, the roads are littered with leaves,
403 giving the impression that the roads were not cleaned.

404 Mr. Mountford indicated that action needs to be taken to prevent debris from flowing into
405 the drains. He noted that the contractor should work harder, this time of year, and provisions
406 should be made within their contract.

407 Mr. Adams noted that their service has improved. He conveyed that street sweeping can
408 be scheduled daily, this time of year; however, the fees can be expensive.

409 Ms. Crismond suggested weekly street sweeping. Ms. Haase concurred.

410 Mr. Adams confirmed that street sweeping will occur weekly, through April.

411 Mr. Mountford advised that he has no questions regarding the financials.

412 *****Mr. Mountford left the meeting.*****

413 Further discussion ensued regarding street sweeping.

414

415 **ELEVENTH ORDER OF BUSINESS** **Staff Reports**

416

417 **A. Attorney**

418 There being nothing further to report, the next item followed.

419 **• Invoices**

420 Ms. Crismond indicated that the invoices previously requested from Mr. Pires were
421 included in the agenda and asked for questions or comments.

422 **B. Engineer**

423 In response to Mr. Krebs' comment regarding invoices, Ms. Crismond reminded Mr.
424 Krebs that the invoices for Holes, Montes & Associates were previously reviewed by the Board.

425 **C. Manager**

426 **i. Approval of Unaudited Financial Statements as of February 28, 2014**

427 Ms. Crismond presented the Unaudited Financial Statements as of February 28, 2014.

428 Mr. Adams reported that the District was within budget, year-to-date, and highlighted
429 that the assessment levy revenue was 95%, through February 28.

430 Mr. Schultz asked if River Ridge CDD’s revenue collection rate is in line with other
431 districts.

432 Mr. Adams replied affirmatively and noted that low to mid-90% is typical. He clarified
433 that most residents pay early and take advantage of the 4% discount.

434 **• Check Register**

435 The check register was included for informational purposes.

436 **ii. NEXT MEETING DATE: April 22, 2014 at 1:00 P.M.**

437 The next meeting will be held on April 22, 2014 at 1:00 p.m., at this location.

438

439 **TWELFTH ORDER OF BUSINESS** **Supervisors’ Requests and Public**
440 **Comments (5 minutes per speaker)**

441

442 Ms. Joyce Lenart, a resident, advised that she is the NVR at Pinehurst. On behalf of
443 Pinehurst, she thanked Staff and the Board for the improved condition of the waterways and
444 wetlands; especially Wetland 9.

445 Ms. Lenart indicated that there is a problem with speeding in the roundabout at the gate
446 on Corkscrew Road. Yield signs were installed two years ago and they are being ignored. She
447 explained that there have been many close calls at the exit on Pinehurst Greens Drive. Ms. Lenart
448 contended that nobody looks at the sign, stops or slows down. She pointed out that there is low
449 visibility where the sign is located.

450 Ms. Lenart advised that Pinehurst residents have discussed several alternatives, such as
451 installing flashing lights on the yield sign or a temporary speed bump; however, the fire
452 department is opposed to speed bumps.

453 Ms. Crismond indicated that Mr. Jack Crotty, a resident, has the same concerns. She
454 asked Mr. Crotty if he would like to make any additional comments regarding the roundabout.

455 Mr. Crotty conveyed that fire and rescue will not be opposed to the speed bump because
456 that road is considered an exit, not an entrance, and response time will not be affected. Mr.
457 Schultz noted that the fire department might be exiting with a victim.

458 Ms. Lenart pointed out that there are speed bumps all over. She felt that there must be a
459 solution to this problem.

460 Ms. Lenart asked when the Pinehurst roads will be resurfaced or seal coated. She
461 recalled that they had issues with standing water, in the past, and the roads are a “mess”. Ms.
462 Lenart indicated that the contractor patched the area where the water was standing but the roads
463 are not smooth. She noted that the Island Sound repairs “look wonderful”.

464 Ms. Lenart asked who is responsible for the road from the Corkscrew Road gate to U.S.
465 41. Mr. Whitmore explained that Lee County is responsible from the sidewalk, down to U.S.
466 41, on the Corkscrew Road side of the property, including the right-of-way. Mr. Carl Wright
467 owns the parcel on the right-hand side, adjacent to the preserve area. Ms. Lenart indicated that
468 the striping on that road is not visible and new residents are driving in the wrong turn lane. Mr.
469 Whitmore indicated that the county is responsible for restriping that road.

470 Further discussion ensued regarding the speeding in the roundabout.

471 Mr. Whitmore recalled that several years ago the District was asked to remove the stop
472 sign, at that location, and replace it with the yield sign.

473 Mr. Krebs clarified that a sign analysis was performed, several years ago, per requests
474 from residents. The District was asked to replace the stop sign with a yield sign and the District
475 objected. The residents’ stance was that a stop sign was not warranted at that location because it
476 is a roundabout.

477 Ms. Lenart noted that the yield sign is fine, if people obey it. She advised that nobody
478 notices the yield sign and drivers do not observe the drivers coming from the left as they are
479 speeding on Corkscrew Road. Ms. Lenart indicated that the drivers on the left are forced to
480 make a full stop inside the roundabout. She advised that something should be done before there
481 is an accident.

482 Mr. Adams indicated that he has observed roundabout signs in roundabouts.

483 Mr. Krebs indicated that the yield sign is appropriate and the roundabout sign provides a
484 forewarning that a roundabout is approaching. Mr. Krebs mentioned that a roundabout sign can
485 be installed; however, he believes that it will be ignored. In his opinion, drivers ignore yield
486 signs.

487 Mr. Whitmore stated that some drivers do not understand the rules within a roundabout;
488 the driver in the roundabout has the right-of-way. Mr. Krebs pointed out that some drivers do

489 not understand yield signs but they understand a stop sign. Mr. Whitmore noted that not all
490 drivers stop for a stop sign but, at least, they slow down.

491 Mr. Schoenheider asked if an additional sign can be installed explaining that a driver
492 must yield to traffic in the roundabout. Mr. Krebs replied affirmatively and noted that the sign
493 will eventually be ignored.

494 Ms. Lenart indicated that she wanted to bring these items to the Board's attention.

495 Mr. Whitmore suggested installing reflectors or a rumble strip.

496 Mr. Adams advised that the discussion will be placed on the next agenda. He indicated
497 that Mr. Krebs' road analysis and prior meeting minutes will also be included.

498 Mr. Adams commented that rumble strips might be a good solution.

499 Mr. Crotty indicated that rumble strips are installed where the golf carts cross roadways,
500 typically at the stop signs. Mr. Adams stated that they were previously created with asphalt but
501 now they are made from thermoplastics.

502 Mr. Schultz suggested that Mr. Krebs discuss the situation with the county's traffic
503 department. In Mr. Krebs' opinion, the District will be instructed to reinstall the stop sign.

504 Mr. Krebs indicated that the sign instructing drivers to yield to the traffic in the
505 roundabout is a good suggestion; however, it will come down to whether or not the drivers will
506 obey the signage.

507 With regard to the road resurfacing, in Pinehurst, Mr. Adams indicated that it will be
508 considered as part of the 10-year capital reinvestment schedule that the Board will be considering
509 at the next Board meeting.

510 For the benefit of the public, Mr. Schultz asked Staff to provide a schedule of inspections
511 and reports in the District.

512 Mr. Krebs indicated that, approximately one year ago, his firm performed an inspection
513 of the District's roads and rated them accordingly. Mr. Adams clarified that the inspection was
514 performed on April 22, 2013.

515 Mr. Krebs reported that the current conditions of the roads were identified and an
516 estimated lifespan was determined. The report identified the roads with problems and Pinehurst
517 was included on that list. He indicated that the roads in Island Sound Circle were in the worst
518 condition, as they had depressions that were following the sanitary sewer.

519 Mr. Krebs stated that, although the Island Sound Circle roads were recently constructed,
520 they were the worst. He clarified that the roads were only repaired where there was damage.
521 The repairs improved the Island Sound Circle roads to the level of the other roads within the
522 District. He noted that the roads will be itemized and repaired, along with other improvements,
523 in accordance with the District's 10-year plan,.

524 Ms. Crismond indicated that the road improvements are prioritized based on the District
525 Engineer's findings.

526 Mr. Adams stated that Mr. Krebs identified the roads in Pinehurst as a priority. Referring
527 to the report, he advised that the costs for Pinehurst Greens Drive and Court are estimated at
528 \$100,000. Island Sound Circle repairs were estimated at \$85,000 and the actual costs were
529 \$55,000.

530 Mr. Adams presumed that the \$50,000 to \$60,000 surplus can be budgeted towards other
531 road priorities. He reiterated that the discussion will be continued at the next meeting.

532 Mr. Schultz advised that the District's budget runs from October 1 to September 30;
533 budget deliberations are held in April and May, for the following fiscal year.

534 Mr. Whitmore indicated that some road depressions are only noticeable when it rains.
535 Discussion ensued regarding areas with depressions.

536 Mr. Krebs stated that the problems caused by oak trees will have to be mitigated
537 differently.

538 In response to Ms. Haase's question, Mr. Krebs indicated that the next road audit will be
539 performed in April.

540 Mr. Larry Fiesel, a resident, advised that he is the NVR for Southern Hills. Mr. Fiesel
541 stated that, prior to his position as NVR, he was in charge of landscaping. He reported that
542 landscaping is being performed in front of the buildings and the number of oak trees will be
543 reduced by 14, by the end of the next month.

544 Mr. Fiesel advised that the south end of Lake E1-B has the appearance of a waste area
545 and is a poor visual point for Southern Hills residents, golfers and the community, in general. He
546 was previously advised that both the PSGRC and the District are responsible for maintaining that
547 lake.

548 Mr. Fiesel deduced that the work is not extensive and requested that maintenance be
549 performed in that area. He noted that there are palm trees with vines, along with dead trees; the

550 overall appearance is below the community's standards. Mr. Fiesel provided Ms. Crismond
551 with photographs of the area to review.

552 Mr. Whitmore indicated that the slope is approximately 10:1 and, as the lake level
553 decreases, more lake bank is exposed. In response to Ms. Crismond's question, Mr. Whitmore
554 confirmed that there are some palm trees on the edge of the lake bank adjacent to the fence. He
555 acknowledged that the palm trees are the responsibility of the PSGRC.

556 Ms. Crismond will tour the area with Mr. Whitmore and Mr. Fiesel.

557 Mr. Schoenheider asked when the next plantings will occur. Ms. Crismond advised that
558 it depends on the weather. She noted that, in the prior year, planting occurred in August.

559

560 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

561

562 There being nothing further to discuss, the meeting adjourned.

563

564 **On MOTION by Ms. Haase and seconded by Mr.**
565 **Schoenheider, with all in favor, the meeting adjourned at 2:25**
566 **p.m.**

567

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Secretary/Assistant Secretary

Chair/Vice Chair

580 **GOALS AND OBJECTIVES 2014:**

581

582

583 • **BUDGET PROCESS**

- 584 ○ Process Improvement

585

586 • **FUTURE MAJOR ISSUES**

- 587 ○ Resurface Roadways

- 588 ○ Other Infrastructure (Lake Banks)

589

590 • **COMMUNICATION**

- 591 ○ PSGRC

- 592 ○ The Meadows

593

594 • **BEST PRACTICES**

- 595 ○ Review other CDDs

596 ○

ACTIVE ACTION AND AGENDA ITEMS

1. **ACTION:** Speakers to identify themselves. **STATUS: Continuous**

2. **ACTION:** Secure proposals to clean the catch basins in Spring 2014.
STATUS: The Board approved M.R.I. proposal to inspect the catch basins on 3/25/14.

3. **AGENDA:** Discussion: 10-Year Capital Reinvestment Schedule (CA)

4. **AGENDA:** Informal Practice and Policy for Resident Inquiries/Complaints. **STATUS: The Board reviewed Mr. Pires draft policy on 3/25. Mr. Pires to revise in redline format for the Board’s review at 4/22 meeting.**

5. **ACTION:** Ms. Crismond to copy NVRs on resident emails regarding concerns with their particular association. **STATUS: Continuous**

6. **ACTION:** Ms. Crismond to schedule summer cord grass plantings in Lake H-1B exposed area as well as installation of Spike Rush. **STATUS: cord grass plantings will occur simultaneously with littoral plantings, later this year.**

7. **AGENDA:** (APRIL MEETING) “Budget Process – Process Improvement” – initial budget discussions.

8. **ACTION:** Mr. Pires to draft informal practice and policy for resident inquiry/complaints and Staff to post final policy on the District’s website. **STATUS: The Board reviewed Mr. Pires draft policy on 3/25. Mr. Pires to revise in redline format for the Board’s review at 4/22 meeting.**

9. **ACTION:** Staff to contact owner of commercial property regarding the dirty fence (CA). **STATUS: 3/25 Mr. Adams advised that the owner of the property is 7-11 Inc.**

10. **ACTION:** Staff to include “no illicit discharge” to weekly report.

11. **ACTION:** Revisions to NPDES Annual Report – as discussed (D. Robson).

12. **ACTION:** LakeMasters to attend the illicit discharge training class scheduled in April and Lake and Wetland Management will schedule their training.

**ACTIVE ACTION
AND AGENDA ITEMS**

- 13. **ACTION:** Staff will schedule weekly street sweeping through the month of April.

- 14. **AGENDA:** Discussion: Solutions for speeding in the roundabout at Corkscrew Road and Pinehurst Greens Drive. Charlie Krebs to revisit analysis options to include installation of rumble strips.

- 15. **AGENDA:** Ms. Crismond to inspect south end of Lake E1-B with Mr. Whitmore and Mr. Fiesel.

- 16. **AGENDA:** Staff to advise Ms. Haase of next lake audit.

- 17. **ACTION:** Jim Whitmore to contact the County and request that they re-strip Corkscrew from U.S. 41 to the gatehouse.

**COMPLETED
ACTION AND AGENDA ITEMS**

**DATE
MOVED**

3/25/2014	ACTION:	Ms. Crismond to email Mr. Mountford revised newsletter
3/25/2014	ACTION:	Ms. Crismond to investigate street sweeping schedule in Pine Hurst.
3/25/2014	ACTION:	Ms. Crismond to email Robin Gillespie regarding uplighting.
3/25/2014	ACTION/AGENDA:	Mr. Pires to draft resolution regarding subsidizing costs for capital improvements (reserves/finance). STATUS: 3/25 Mr. Adams advised that Item 9 can be removed and clarified that the 10-Year Capital Reinvestment Plan will be discussed during the next meeting and the Board's decision will be memorialized in a resolution.
3/25/2014	ACTION:	Mr. Adams to prepare ten-year capital reinvestment schedule
2/25/2014	ACTION:	Mr. Adams to schedule a meeting with LCU regarding effluent water agreement
2/25/2014	ACTION:	Post amended Meeting Protocol and Procedures on the District's website
2/25/2014	ACTION:	Continued Discussion: Best Practices (reserve study)
2/25/2014	ACTION:	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:	Mr. Adams & Ms. Crismond to tour exposed area in Lake H-1B
2/25/2014	ACTION:	Mr. Adams to disseminate sample reserve study and spreadsheet to the Board
2/25/2014	ACTION:	Mr. Adams to schedule a vendor for reserve study presentation [vendor not scheduled – the Board opted for the informal study]

**DATE
MOVED**

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

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

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

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

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

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

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

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

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

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

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

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

**DATE
MOVED**

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

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

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

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

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

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

- 12/17/2013 **AGENDA:** Discussion: “communications” objective

- 12/17/2013 **ACTION:** Mr. Pires to provide the Board with clean copies of the final version of the amended rules of procedure

- 12/17/2013 **AGENDA:** Public Hearing for the Amended Rules of Procedure and discussion for Public Participation Protocol during 12/17 meeting

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

**DATE
MOVED**

- | | | |
|------------|-----------------------|--|
| 11/19/2013 | ACTION: | 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: | Continued discussion: Island Sound repairs |
| 11/19/2013 | ACTION: | Ms. Crismond to confirm website maintenance and cost |
| 11/19/2013 | ACTION: | Ms. Crismond to discuss writing off water monument costs to offset meeting room rental |

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2014**

**RIVER RIDGE
 COMMUNITY DEVELOPMENT DISTRICT
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 MARCH 31, 2014**

	Balance
ASSETS	
Cash	\$448,103
Total assets	\$448,103
 LIABILITIES AND FUND BALANCE	
Liabilities	
Total liabilities	\$ -
 Fund balance	
Unreserved, undesignated	448,103
Total fund balance	448,103
 Total liabilities and fund balance	 \$448,103

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2014**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 5,886	\$ 341,487	\$ 353,887	96%
Miscellaneous: Pelican Sound	-	-	500	0%
Interest & miscellaneous	27	223	750	30%
Total revenues	<u>5,913</u>	<u>341,710</u>	<u>355,137</u>	96%
EXPENDITURES				
Administrative				
Supervisors	861	6,244	10,918	57%
Management/accounting	4,117	24,706	49,412	50%
Audit	-	4,544	7,100	64%
Special assessment preparation	-	6,500	6,500	100%
Legal	1,950	5,703	10,000	57%
Engineering	884	4,906	10,000	49%
Telephone	33	199	400	50%
Postage	76	409	1,000	41%
Insurance	-	6,565	6,711	98%
Printing & binding	63	375	750	50%
Legal advertising	-	736	1,000	74%
Contingencies	86	393	5,000	8%
Subscriptions & memberships	-	175	175	100%
Meeting room	-	-	500	0%
Website maintenance	140	140	500	28%
Property taxes	-	5	-	N/A
NPDES program	525	2,814	20,000	14%
Total administrative	<u>8,735</u>	<u>64,414</u>	<u>129,966</u>	50%
Field services				
Other contractual - field management				
Q & A	209	1,250	2,500	50%
Contingencies	-	382	2,500	15%
Water & irrigation	-	-	300	0%
Other contractual	-	9,987	40,000	25%
Street lighting	260	1,294	2,300	56%
Plant replacement	-	1,300	7,500	17%
Street sweeping	-	-	10,000	0%
Roadway repairs	-	54,995	50,000	110%
Rentals & leases	2,307	13,847	20,769	67%
Aquascaping	-	-	25,000	0%
Total field services	<u>2,776</u>	<u>83,055</u>	<u>160,869</u>	52%

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2014**

	Current Month	Year to Date	Budget	% of Budget
Other fees and charges				
Property appraiser	-	1,571	1,725	91%
Tax collector	-	2,152	2,588	83%
Total other fees and charges	-	3,723	4,313	86%
Subtotal expenditures: general	11,511	151,192	295,148	51%
Pelican Sound program (lake & wetland maintenance)				
Professional services				
Audit	-	2,556	4,000	64%
Legal	-	-	2,000	0%
Engineering	-	-	2,000	0%
Contingencies	-	-	1,500	0%
Total professional services	-	2,556	9,500	27%
Field services				
Other contractual				
Field management	417	2,500	5,000	50%
Lake/wetland	4,660	33,405	69,000	48%
Contingencies	-	1,036	5,000	21%
Total field services	5,077	36,941	79,000	47%
Subtotal expenditures: Pelican Sound	5,077	39,497	88,500	45%
Total expenditures	16,588	190,689	383,648	50%
Net change in fund balances	(10,675)	151,021	(28,511)	
Fund balances - beginning				
Committed				
Pelican Sound program	70,904	21,397	-	
Unassigned	387,874	275,685	283,100	
Fund balances - ending				
Committed				
Pelican Sound program	67,299	67,299	-	
Unassigned	380,804	380,804	254,589	
Fund balances - ending	\$ 448,103	\$ 448,103	\$ 254,589	

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
MARCH 2014**

River Ridge Community Development District Check Register March 2014

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	DD	03/28/2014	Judy Haase (Empl...		151.002 · Suntrust ...		-184.70
					511.00 · Supervisor'...	-184.70	184.70
TOTAL						-184.70	184.70
Check	DD	03/28/2014	TERRY MOUNTFO...		151.002 · Suntrust ...		-184.70
					511.00 · Supervisor'...	-184.70	184.70
TOTAL						-184.70	184.70
Check	DD	03/28/2014	GEORGE T. SCHO...		151.002 · Suntrust ...		-184.70
					511.00 · Supervisor'...	-184.70	184.70
TOTAL						-184.70	184.70
Check	255	03/28/2014	ROBERT SCHULT...		151.002 · Suntrust ...		-184.70
					511.00 · Supervisor'...	-184.70	184.70
TOTAL						-184.70	184.70
Bill Pmt -Check	4928	03/06/2014	CRISMOND, CLEO		151.002 · Suntrust ...		-29.68
Bill	030514	03/05/2014			519.491 · Continge...	-29.68	29.68
TOTAL						-29.68	29.68
Bill Pmt -Check	4929	03/06/2014	F P L		151.002 · Suntrust ...		-259.80
Bill	5569...	03/05/2014			538.431 · Street Lig...	-259.80	259.80
TOTAL						-259.80	259.80
Bill Pmt -Check	4930	03/06/2014	FEDEX		151.002 · Suntrust ...		-56.31
Bill	2-563...	03/05/2014			519.410 · Postage	-8.26	8.26
Bill	2-570...	03/05/2014			519.410 · Postage	-48.05	48.05
TOTAL						-56.31	56.31
Bill Pmt -Check	4931	03/06/2014	GRAU AND ASSO...		151.002 · Suntrust ...		-7,100.00
Bill	11102	12/13/2013			513.320 · Audit Fees	-4,544.00	4,544.00
					539.010 · Audit	-2,556.00	2,556.00

River Ridge Community Development District Check Register March 2014

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-7,100.00	7,100.00
Bill Pmt -Check	4932	03/06/2014	HOLE, MONTES, I...		151.002 · Suntrust ...		-355.00
Bill	69582	03/05/2014			519.320 · Engineering	-355.00	355.00
TOTAL						-355.00	355.00
Bill Pmt -Check	4933	03/06/2014	LAKE & WETLAND...		151.002 · Suntrust ...		-4,660.16
Bill	31745	03/05/2014			539.021 · Lake/Wetl...	-4,660.16	4,660.16
TOTAL						-4,660.16	4,660.16
Bill Pmt -Check	4934	03/06/2014	LEE COUNTY BOA...		151.002 · Suntrust ...		-525.00
Bill	1866	03/05/2014			538.300 · NPDES P...	-525.00	525.00
TOTAL						-525.00	525.00
Bill Pmt -Check	4935	03/06/2014	OLD NATIONAL B...		151.002 · Suntrust ...		-2,307.68
Bill	1138...	03/05/2014			538.440 · Rentals &...	-2,307.68	2,307.68
TOTAL						-2,307.68	2,307.68
Bill Pmt -Check	4936	03/06/2014	SOUTH FLORIDA ...		151.002 · Suntrust ...		-1,556.00
Bill	11190	11/06/2013			539.021 · Lake/Wetl...	-1,556.00	1,556.00
TOTAL						-1,556.00	1,556.00
Bill Pmt -Check	4937	03/06/2014	WOODWARD, PIR...		151.002 · Suntrust ...		-1,162.93
Bill	8606-...	03/05/2014			514.310 · Legal Fees	-1,162.93	1,162.93
TOTAL						-1,162.93	1,162.93
Bill Pmt -Check	4938	03/06/2014	WRATHELL, HUNT...		151.002 · Suntrust ...		-4,838.50
Bill	2006-...	03/05/2014			513.311 · Managem...	-4,117.66	4,117.66
					519.411 · Telephone	-33.33	33.33
					519.470 · Printing a...	-62.50	62.50
					539.020 · Field Man...	-416.67	416.67
					538.336 · Q & A	-208.34	208.34
TOTAL						-4,838.50	4,838.50

River Ridge Community Development District Check Register March 2014

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	4939	03/26/2014	BAYSIDE IMPROV...		151.002 · Suntrust ...		-2.79
Bill	355	03/19/2014			519.410 · Postage	-2.79	2.79
TOTAL						-2.79	2.79
Bill Pmt -Check	4940	03/26/2014	FEDEX		151.002 · Suntrust ...		-16.74
Bill	2-578...	03/13/2014			519.410 · Postage	-6.06	6.06
Bill	2-585...	03/21/2014			519.410 · Postage	-10.68	10.68
TOTAL						-16.74	16.74
Bill Pmt -Check	4941	03/26/2014	HOLE, MONTES, I...		151.002 · Suntrust ...		-528.89
Bill	69582A	03/13/2014			519.320 · Engineering	-16.81	16.81
Bill	69682	03/26/2014			519.320 · Engineering	-512.08	512.08
TOTAL						-528.89	528.89
Bill Pmt -Check	4942	03/26/2014	TELECO		151.002 · Suntrust ...		-140.00
Bill	86132	03/13/2014			519.413 · Website ...	-140.00	140.00
TOTAL						-140.00	140.00
Bill Pmt -Check	4943	03/26/2014	WOODWARD, PIR...		151.002 · Suntrust ...		-787.50
Bill	8606-...	03/26/2014			514.310 · Legal Fees	-787.50	787.50
TOTAL						-787.50	787.50