

**RIVER RIDGE**  
**COMMUNITY DEVELOPMENT**  
**DISTRICT**

**REGULAR MEETING**  
**AGENDA**

**June 28, 2016**

**River Ridge Community Development District**  
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431  
Phone (561) 571-0010 • Fax (561) 571-0013 • Toll-free: (877) 276-0889

June 21, 2016

**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, June 28, 2016 at 1:00 p.m.**, in the **River Room** at the **River Club Conference Center (Second Floor of Fitness Center), 4784 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. Continued Discussion: Traffic Calming
4. Continued Discussion: Proposed Budget for Fiscal Year 2016/2017
5. Update: Contract for Curbing Repairs
6. Consideration of Second Amendment to Amended and Restated Community Development District Systems and Facilities Operation and Maintenance Agreement with Pelican Sound Golf and River Club, Inc.
7. Acceptance of Unaudited Financial Statements as of May 31, 2016
8. Approval of **May 24, 2016** Regular Meeting Minutes
  - Action/Agenda Items
9. Other Business
10. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - i. **NEXT MEETING DATE: July 26, 2016 at 1:00 P.M.**

11. Supervisors' Requests and Public Comments (*5 minutes per speaker*)
12. Adjournment

Feel free to contact me directly at 239-464-7114 with any questions and/or concerns.

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**

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2017  
PREPARED APRIL 15, 2016**

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
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**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2017**

	Fiscal Year 2016				Proposed Budget FY 2017
	Adopted Budget FY 2016	Actual through 3/31/16	Projected through 9/30/16	Total Revenue & Expenditures	
<b>REVENUES</b>					
Assessment levy: on-roll - gross					
General	\$ 224,116				\$ 223,751
Pelican Sound program	342,933				341,961
Allowable discounts (4%)	(22,682)				(22,628)
Assessment levy: on-roll - net	544,367	\$ 523,968	\$ 20,399	\$ 544,367	543,084
Miscellaneous: Pelican Sound	500	-	500	500	500
Interest and miscellaneous	750	77	673	750	750
Total revenues	<u>545,617</u>	<u>524,045</u>	<u>21,572</u>	<u>545,617</u>	<u>544,334</u>
<b>EXPENDITURES</b>					
<b>General</b>					
<b>Professional services</b>					
Supervisors	10,918	5,813	5,105	10,918	10,918
Management/accounting	51,408	25,704	25,704	51,408	51,408
Audit	7,100	1,600	5,500	7,100	7,100
Special assessment preparation	6,500	6,500	-	6,500	6,500
Legal	10,000	3,966	5,000	8,966	10,000
Engineering	10,000	4,863	5,137	10,000	10,000
NPDES report filing	15,000	1,560	13,000	14,560	15,000
Telephone	400	200	200	400	400
Postage	750	312	400	712	750
Insurance	6,986	6,753	-	6,753	6,986
Printing & binding	750	375	375	750	750
Legal advertising	1,000	280	350	630	1,000
Contingencies	3,000	1,887	1,900	3,787	4,000
Subscriptions & memberships	175	175	-	175	175
Property taxes	-	7	-	7	-
Website maintenance	500	600	-	600	650
<b>Total Professional &amp; Admin Fees</b>	<u>124,487</u>	<u>60,595</u>	<u>62,671</u>	<u>123,266</u>	<u>125,637</u>
<b>Field Services</b>					
Other contractual - field management					
Q & A	2,601	1,300	1,301	2,601	2,601
Contingencies	1,000	-	1,000	1,000	1,000
Other contractual	38,000	8,089	29,911	38,000	40,000
Street lighting	3,000	1,341	1,659	3,000	3,000
Plant replacement	2,500	2,766	-	2,766	4,000
Street sweeping	10,000	-	10,000	10,000	10,000
Roadway repairs	5,000	2,965	2,035	5,000	5,000
Aquascaping	25,000	4,822	15,000	19,822	20,000
<b>Total Field Services</b>	<u>87,101</u>	<u>21,283</u>	<u>60,906</u>	<u>82,189</u>	<u>85,601</u>

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2017**

	Fiscal Year 2016			Total Revenue & Expenditures	Proposed Budget FY 2017
	Adopted Budget FY 2016	Actual through 3/31/16	Projected through 9/30/16		
<b>Other Fees and Charges</b>					
Property appraiser	1,725	1,571	154	1,725	1,725
Tax collector	2,588	2,199	389	2,588	2,588
<b>Total Other Fees and Charges</b>	<u>4,313</u>	<u>3,770</u>	<u>543</u>	<u>4,313</u>	<u>4,313</u>
<b>Total Expenditures: General</b>	<u>215,901</u>	<u>85,648</u>	<u>124,120</u>	<u>209,768</u>	<u>215,551</u>
<b>Pelican Sound Program (Lake &amp; Wetland Maintenance/Roadway Resurface)</b>					
<b>Professional Services</b>					
Audit	4,000	900	3,100	4,000	4,000
Legal	2,000	-	2,000	2,000	2,000
Engineering	2,000	-	2,000	2,000	2,000
<b>Total Professional Services</b>	<u>8,000</u>	<u>900</u>	<u>7,100</u>	<u>8,000</u>	<u>8,000</u>
<b>Field Services</b>					
Other contractual					
Field management	5,000	2,500	2,500	5,000	5,000
Lake/wetland	58,000	32,460	25,540	58,000	58,000
Capital Outlay-Reimbursement to PSGRC	56,216	56,283	56,283	112,566	56,283
Roadway Resurfacing	200,000	-	100,000	100,000	200,000
Contingencies	2,500	-	1,500	1,500	1,500
<b>Total Field Services</b>	<u>321,716</u>	<u>91,243</u>	<u>185,823</u>	<u>277,066</u>	<u>320,783</u>
<b>Total Expenditures: Pelican Sound</b>	<u>329,716</u>	<u>92,143</u>	<u>192,923</u>	<u>285,066</u>	<u>328,783</u>
<b>Total Expenditures</b>	<u>545,617</u>	<u>177,791</u>	<u>317,043</u>	<u>494,834</u>	<u>544,334</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	346,254	(295,471)	50,783	-
Fund balance - beginning (unaudited)					
Committed					
Pelican Sound program	35,914	31,471	256,689	31,471	76,121
Unassigned	150,138	112,015	233,051	112,015	118,148
Fund balances - ending					
Committed					
Pelican Sound program	35,914	256,689	76,121	76,121	76,121
Unassigned	150,138	233,051	118,148	118,148	118,148
Fund balance - ending (projected)	<u>\$ 186,052</u>	<u>\$ 489,740</u>	<u>\$ 194,269</u>	<u>\$ 194,269</u>	<u>\$ 194,269</u>

Units	Assessment Summary				Total Revenue
	Number of ERU's	Fiscal Year			
		2015	2016	2017	
Non Pelican Sound	426.3534	\$ 183.37	\$ 129.90	\$ 129.68	\$ 55,291
Pelican Sound	1,299.0000	\$ 251.13	\$ 393.89	\$ 392.93	\$ 510,421
	<u>1,725.3534</u>				<u>\$ 565,712</u>

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**General**

**Professional Services**

Supervisors	\$ 10,918
<p>The amount paid to each Supervisor for the time devoted to the District's business and monthly meetings. The amount permitted is \$200 plus payroll taxes per meeting for each board member.</p>	
Management/accounting	51,408
<p><b>Wrathell, Hunt and Associates, LLC</b> specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experiences of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bond financing's and finally operate and maintain the assets of the community.</p>	
Audit	7,100
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Special assessment preparation	6,500
<p>The District has a contract with AJC Associates, Inc., to prepare the annual assessment roll.</p>	
Legal	10,000
<p>Woodward, Pires &amp; Lombardo, P.A., provide on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyance and contracts. In this capacity, they provide service as "local government lawyers," realizing that this type of local government is very limited in its scope - providing infrastructure and services to development.</p>	
Engineering	10,000
<p>Hole Montes, Inc., provides a broad array of engineering, consulting and construction services to the District, which assists the District in crafting solutions with sustainability for the long term interests of the Community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
NPDES report filing	15,000
<p>As mandated, the District must participate in the National Pollutant Discharge Elimination System Program. It is designed to improve storm water quality through construction activity monitoring, periodic facility review and inspection, public education, etc.</p>	
Telephone	400
<p>Telephone and fax machine.</p>	
Postage	750
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Insurance	6,986
<p>The District carries public officials and general liability insurance with policies written by Preferred Government Insurance Trust. The limit of liability is set at \$1,000,000.</p>	
Printing & binding	750
<p>Letterhead, envelopes, copies, etc.</p>	
Legal advertising	1,000
<p>The District advertises in The News Press for monthly meetings, special meetings, public hearings, bidding, etc.</p>	



**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

Contingencies	4,000
Bank charges and other miscellaneous expenses that are incurred during the year.	
Subscriptions & memberships	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Website maintenance	650
The District pays for web site and Board member email account hosting.	

**Field Services**

Other contractual - field management

As part of the consulting manager's contract, the District retains the services of a field manager. The field manager is responsible for day-to-day field operations. These responsibilities include, but are not limited to, preparing and bidding of services and commodities, contract administration, hiring and maintaining qualified personnel, preparation of and implementation of operating schedules and policies, insuring compliance with all operating permits, prepare and implementing field operating budgets, a quality assurance program, providing information/education to the public regarding District programs and attending Board meetings. This service is provided by **Wrathell, Hunt and Associates, LLC**.

Q & A	2,601
Contingencies	1,000
These expenditures are for unforeseen costs that may arise in relation to the District's landscaping needs.	
Other contractual	40,000
The District contracts with qualified companies to perform landscape, hardscape and lighting maintenance along Pelican Sound Drive between US 41 and the Pelican Sound guardhouse.	
Street lighting	3,000
These expenditures are for the maintenance of the street lights along Pelican Sound Drive from US 41 to the Pelican Sound guardhouse as well as the seasonal holiday lighting program. The District has an agreement with Florida Power & Light (FPL) for this service.	
Plant replacement	4,000
Provides for the replacement and renovation of landscape material.	
Street sweeping	10,000
The District anticipates providing this service on a bi-weekly basis and through an interlocal agreement with a neighboring a District.	
Roadway repairs	5,000
The District anticipates continuing a routine repair and maintenance program during the fiscal year to include structural integrity items related to asphalt, curb and gutter repairs/replacement and re-striping on an as needed basis for the section of Pelican Sound Drive from US 41 to the gatehouse.	
Aquascaping	20,000
These expenditures relate to the ongoing replacement and augmentation of the District's aquatic plantings within the water management system.	

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

**Other Fees and Charges**

Property appraiser	1,725
The property appraiser charges \$1.00 per parcel.	
Tax collector	2,588
The tax collector charges \$1.50 per parcel.	

**Pelican Sound Program (Lake & Wetland Maintenance/Roadway Resurface)**

**Professional Services**

Audit	4,000
Legal	2,000
Engineering	2,000

**Field Services**

Other contractual	
Field management	5,000
Lake/wetland	58,000
Capital Outlay-Reimbursement to PSGRC	56,283

During fiscal year 2015 the Pelican Sound Golf and River Club implemented a significant overhaul to the pumps, motors and controls in the golf course irrigation pumphouse. The CDD leases this pumphouse from the Club and per the agreement is responsible for any significant repairs or replacements. By agreement, the Club fronted the money to make the repairs and the District agreed to reimburse the Club 1/3rd of the expense each of the next 3 years being 2016, 2017 and 2018.

Roadway Resurfacing	200,000
The District, through it's engineer, evaluated its roadway system and in fiscal year 2017	
The District will secure financing to repairing, resurfacing and restriping the roads. It is anticipated to be a 4 year repayment obligation ending in fiscal year 2020.	

Contingencies	1,500
<b>Total Expenditures</b>	<b><u>\$ 544,334</u></b>

**SECOND AMENDMENT TO AMENDED AND RESTATED COMMUNITY  
DEVELOPMENT DISTRICT SYSTEMS AND FACILITIES OPERATION AND  
MAINTENANCE AGREEMENT**

This Second Amendment To Amended And Restated Community Development District Systems and Facilities Operation and Maintenance Agreement dated as of January 1, 2012 (the "Second Amendment"), is entered into and effective as of the 28th day of June, 2016, by and between the **RIVER RIDGE COMMUNITY DEVELOPMENT DISTRICT**, an independent special District established pursuant to Chapter 190, Florida statutes (the "District"), and the **PELICAN SOUND GOLF AND RIVER CLUB, INC.**, a Florida not-for-profit corporation (the "Club").

WHEREAS the parties hereto are the parties to that certain "Amended And Restated Community Development District Systems and Facilities Operation and Maintenance Agreement dated as of January 1, 2012" (the "Amended And Restated Agreement") and the First Amendment thereto dated as of April 28, 2015 (the "First Amendment"); and,

WHEREAS, the parties wish to further amend the Amended And Restated Agreement with regards to clarifying duties and responsibilities of the parties concerning the maintenance of the District's roads and sidewalks in District road rights of way or District sidewalk easements ("District ROW").

NOW THEREFORE, for and in consideration of the premises, and other good and valuable consideration exchanged between the parties, receipt of which is acknowledged, the parties agree that the Amended And Restated Agreement is further amended as follows:

1. Paragraph "D" in the "Recitals" section of the Amended And Restated Agreement is amended to read as follows, by deleting the words that are ~~struck through~~ and by adding the words that are double underlined:

"D. The District desires to continue to contract with the Club to operate and maintain, the following systems and Facilities owned by or leased to the District and located within the boundaries of the District and the Pelican Sound RPD: (i) maintenance of landscaping in District ROW; maintenance of District signage in District ROW; cleaning, roadway striping and raised pavement marker ("RPM") installation on District roads and streets (including all landscaping and sidewalks); and, cleaning of District sidewalks, (ii) irrigation water Facilities not owned by Lee County or any private utility company, (iii) security, including guardhouses, and (iv) parks, common areas and recreational areas, excluding conservation areas (collectively, the "District Systems and Facilities").

2. Paragraph "3.C." of the Amended And Restated Agreement is amended to read as follows, by deleting the words that are ~~struck through~~ and by adding the words that are double underlined:

"C. Major capital repairs and/or replacements are those repairs and/or replacements which exceed \$50,000.00 annually in the aggregate. The Club shall annually budget for and fund the routine and normal operation, maintenance, repair and replacement costs of the District Systems and Facilities, together with the cost of minor capital repairs and/or replacements; and, by way of example only, and not as a limitation, include such items as: a) filling pot holes in the streets striping and RPM installation on roads and streets, b) repairing roof leaks in the gatehouses, c) annual painting or cleaning of signage. The Club shall not be required to budget or fund the costs of major capital repairs or replacements of the District System and Facilities, provide however that the Club shall budget annually for minor capital repairs and replacements which do not exceed \$50,000.00 annually in the aggregate. Annually, the Club shall submit in writing to the District, on or before May 1<sup>st</sup>, the Club's recommendation(s), if any, for major capital repairs or replacements to the District System and Facilities, together with recommendations for the funding of capital replacement reserves. In the event of an emergency or circumstances which require an immediate major capital repair or replacement, the Club shall immediately inform the District staff, and as soon as practical thereafter, confirm said notice in writing to the District. The District shall evaluate the recommendations and if approved by the District will commence the emergency major capital repairs or replacements within fifteen (15) days of approval [unless a greater time is required due to required bidding processes] and diligently pursue same to completion."

3. Paragraph "11." of the Amended And Restated Agreement is amended to read as follows, by deleting the words that are ~~struck through~~ and by adding the words that are double underlined:

"11. The Club recognizes, acknowledges and agrees that the records and materials associated with the provisions of the services under this Amended And Restated Agreement constitute public records under the laws of the State of Florida and will be maintained in accordance with the provisions of the law governing public records.

In addition to any other right or termination that the District possesses, the District shall have the right to unilaterally cancel this Amended And Restated Agreement for refusal by the Club or any subcontractor to allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, F.S. and made or received by the Club in conjunction with this Amended And Restated Agreement.

**IF THE CLUB HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CLUB'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AMENDED AND RESTATED AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT Toll Free; (877) 276-0889; Phone: 561-571-0010, ext. 400; Fax: 561-571-0013; www.whhassociates.com**

The Club agrees to comply with Florida's public records laws, specifically to:

- a. Keep and maintain public records required by the District to perform the service.
- b. Upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, F.S. or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Amended And Restated Agreement term and following completion of this Amended And Restated Agreement if the contractor does not transfer the records to the District.
- d. Upon completion of this Amended And Restated Agreement, transfer, at no cost, to the District all public records in possession of the Club or keep and maintain public records required by the District to perform the service. If the Club transfers all public records to the District upon completion of this Amended And Restated Agreement, the Club shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Club keeps and maintains public records upon completion of this Amended And Restated Agreement, the Club shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District."

4. All other terms, conditions and provisions of the Amended And Restated Agreement, as amended by the First Amendment not specifically amended hereby remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Second Amendment To Amended And Restated Community Development District Systems and Facilities Operation and Maintenance Agreement as of the \_\_\_\_ day of June, 2016.

ATTEST:

RIVER RIDGE COMMUNITY DEVELOPMENT DISTRICT

\_\_\_\_\_  
\_\_\_\_\_

BY:\_\_\_\_\_

ITS:\_\_\_\_\_

WITNESS

PELICAN SOUND GOLF AND RIVER CLUB, INC.

\_\_\_\_\_  
\_\_\_\_\_

BY:\_\_\_\_\_

ITS:\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
MAY 31, 2016**

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
MAY 31, 2016**

	<u>Balance</u>
<b>ASSETS</b>	
Cash	<u>\$404,448</u>
Total assets	<u><u>\$404,448</u></u>
<b>LIABILITIES AND FUND BALANCE</b>	
<b>Liabilities</b>	
Accounts payable	<u>\$ 4,600</u>
Total liabilities	<u>\$ 4,600</u>
<b>Fund balance</b>	
Unassigned	<u>399,848</u>
Total fund balance	<u><u>399,848</u></u>
Total liabilities and fund balance	<u><u>\$404,448</u></u>



**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES - GENERAL FUND  
FOR THE PERIOD ENDED MAY 31, 2016**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 2,948	\$ 541,985	\$ 544,367	100%
Miscellaneous: Pelican Sound	-	-	500	0%
Interest & miscellaneous	15	107	750	14%
Total revenues	<u>2,963</u>	<u>542,092</u>	<u>545,617</u>	99%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	1,077	7,966	10,918	73%
Management/accounting	4,284	34,272	51,408	67%
Audit	2,944	4,544	7,100	64%
Special assessment preparation	-	6,500	6,500	100%
Legal	1,323	5,877	10,000	59%
Engineering	2,401	9,796	10,000	98%
NPDES reporting filing	5,625	10,560	15,000	70%
Telephone	33	267	400	67%
Postage	86	501	750	67%
Insurance	-	6,753	6,986	97%
Printing & binding	63	500	750	67%
Legal advertising	-	280	1,000	28%
Contingencies	62	2,012	3,000	67%
Subscriptions & memberships	-	175	175	100%
Website maintenance	-	600	500	120%
Property taxes	-	7	-	N/A
Total administrative	<u>17,898</u>	<u>90,610</u>	<u>124,487</u>	73%
<b>Field services</b>				
Other contractual - field management				
Q & A	217	1,734	2,601	67%
Other contractual - wetland 9 maintenance	1,413	21,578	-	N/A
Contingencies	-	-	1,000	0%
Other contractual	-	-	38,000	0%
Street lighting	275	1,885	3,000	63%
Plant replacement	-	2,766	2,500	111%
Street sweeping	-	-	10,000	0%
Roadway repairs	45,937	50,482	5,000	1010%
Capital outlay-lake bank erosion repairs	1,881	1,881	-	N/A
Aquascaping	2,250	7,072	25,000	28%
Total field services	<u>51,973</u>	<u>87,398</u>	<u>87,101</u>	100%

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES - GENERAL FUND  
FOR THE PERIOD ENDED MAY 31, 2016**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Other fees and charges</b>				
Property appraiser	-	1,571	1,725	91%
Tax collector	-	2,199	2,588	85%
Total other fees and charges	-	3,770	4,313	87%
Subtotal expenditures: general	<u>69,871</u>	<u>181,778</u>	<u>215,901</u>	84%
<b>Pelican Sound program (lake &amp; wetland maintenance)</b>				
<b>Professional services</b>				
Audit	1,656	2,556	4,000	64%
Legal	-	-	2,000	0%
Engineering	-	-	2,000	0%
Total professional services	<u>1,656</u>	<u>2,556</u>	<u>8,000</u>	32%
<b>Field services</b>				
Other contractual				
Field management	417	3,333	5,000	67%
Lake/wetland	4,660	41,780	58,000	72%
Capital outlay - reimbursement to PSGRC	-	56,283	56,216	100%
Roadway resurfacing	-	-	200,000	0%
Contingencies	-	-	2,500	0%
Total field services	<u>5,077</u>	<u>101,396</u>	<u>321,716</u>	32%
Subtotal expenditures: Pelican Sound	<u>6,733</u>	<u>103,952</u>	<u>329,716</u>	32%
Total expenditures	<u>76,604</u>	<u>285,730</u>	<u>545,617</u>	52%
Net change in fund balances	(73,641)	256,362	-	
Fund balances - beginning				
Committed				
Pelican Sound program	260,740	31,471	35,914	
Unassigned	<u>212,749</u>	<u>112,015</u>	<u>150,138</u>	
Fund balances - ending				
Committed				
Pelican Sound program	255,793	255,792	35,914	
Unassigned	<u>144,055</u>	<u>144,056</u>	<u>150,138</u>	
Fund balances - ending	<u>\$ 399,848</u>	<u>\$ 399,848</u>	<u>\$ 186,052</u>	

**RIVER RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
CHECK REGISTER  
MAY 2016**

## River Ridge Community Development District Check Register May 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	DD	05/27/2016	Judy Haase {Employee}	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	05/27/2016	TERRY MOUNTFORD {Employee}	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	05/27/2016	GEORGE T. SCHOENHEIDER {Employee}	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	294	05/27/2016	JAMES E. GILMAN JR.	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	295	05/27/2016	ROBERT SCHULTZ {Employee}	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Bill Pmt -Check	5224	05/04/2016	BONNESS, INC.	151.002 · Suntrust Operating Account		-43,535.80
Bill	15038	05/04/2016		538.465 · Roadway Repairs	-43,535.80	43,535.80
TOTAL					-43,535.80	43,535.80
Bill Pmt -Check	5225	05/04/2016	EARTHBALANCE	151.002 · Suntrust Operating Account		-2,250.00
Bill	39935	05/04/2016		538.461 · Aquascaping	-2,250.00	2,250.00
TOTAL					-2,250.00	2,250.00

**River Ridge Community Development District**  
**Check Register**  
 May 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>5226</b>	<b>05/04/2016</b>	<b>F P L</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-275.08</b>
Bill	5569...	05/04/2016		538.431 · Street Lighting	-275.08	275.08
TOTAL					-275.08	275.08
<b>Bill Pmt -Check</b>	<b>5227</b>	<b>05/04/2016</b>	<b>FEDEX</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-80.28</b>
Bill	5-397...	05/04/2016		519.410 · Postage	-75.26	75.26
Bill	5-374...	05/04/2016		519.410 · Postage	-5.02	5.02
TOTAL					-80.28	80.28
<b>Bill Pmt -Check</b>	<b>5228</b>	<b>05/04/2016</b>	<b>GIRARD ENVIRONMENTAL SERVICES, INC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-1,950.00</b>
Bill	155897	05/04/2016		538.340 · Other Contractual Services	-1,950.00	1,950.00
TOTAL					-1,950.00	1,950.00
<b>Bill Pmt -Check</b>	<b>5229</b>	<b>05/04/2016</b>	<b>JOHNSON ENGINEERING, INC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-4,375.00</b>
Bill	2004...	05/04/2016		538.300 · NPDES Program	-4,375.00	4,375.00
TOTAL					-4,375.00	4,375.00
<b>Bill Pmt -Check</b>	<b>5230</b>	<b>05/04/2016</b>	<b>LAKE &amp; WETLAND MANAGEMENT</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-4,660.16</b>
Bill	2687	05/04/2016		539.021 · Lake/Wetland	-4,660.16	4,660.16
TOTAL					-4,660.16	4,660.16
<b>Bill Pmt -Check</b>	<b>5231</b>	<b>05/04/2016</b>	<b>SOUTHERN STRIPING SOLUTIONS, LLC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-980.00</b>
Bill	2144	05/04/2016		538.465 · Roadway Repairs	-980.00	980.00
TOTAL					-980.00	980.00
<b>Bill Pmt -Check</b>	<b>5232</b>	<b>05/04/2016</b>	<b>WOODWARD, PIRES AND LOMBARDO. P.A.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-1,323.00</b>
Bill	8606-...	05/04/2016		514.310 · Legal Fees	-1,323.00	1,323.00
TOTAL					-1,323.00	1,323.00

## River Ridge Community Development District Check Register May 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>5233</b>	<b>05/23/2016</b>	<b>FEDEX</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-5.83</b>
Bill	5-404...	05/16/2016		519.410 · Postage	-5.83	5.83
TOTAL					-5.83	5.83
<b>Bill Pmt -Check</b>	<b>5234</b>	<b>05/23/2016</b>	<b>FLORIDA PAINTERS</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-1,421.00</b>
Bill	16-07...	05/16/2016		538.465 · Roadway Repairs	-1,421.00	1,421.00
TOTAL					-1,421.00	1,421.00
<b>Bill Pmt -Check</b>	<b>5235</b>	<b>05/23/2016</b>	<b>GIRARD ENVIRONMENTAL SERVICES, INC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-1,344.00</b>
Bill	153915	05/16/2016		538.340 · Other Contractual Services	-1,344.00	1,344.00
TOTAL					-1,344.00	1,344.00
<b>Bill Pmt -Check</b>	<b>5236</b>	<b>05/23/2016</b>	<b>HOLE, MONTES, INC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-2,400.85</b>
Bill	73786	05/09/2016		519.320 · Engineering	-2,400.85	2,400.85
TOTAL					-2,400.85	2,400.85
<b>Bill Pmt -Check</b>	<b>5237</b>	<b>05/23/2016</b>	<b>JOHNSON ENGINEERING, INC.</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-1,250.00</b>
Bill	2004...	05/16/2016		538.300 · NPDES Program	-1,250.00	1,250.00
TOTAL					-1,250.00	1,250.00
<b>Bill Pmt -Check</b>	<b>5238</b>	<b>05/23/2016</b>	<b>WRATHELL, HUNT AND ASSOCIATES, LLC</b>	<b>151.002 · Suntrust Operating Account</b>		<b>-5,013.25</b>
Bill	2006-...	05/05/2016		513.311 · Management	-4,284.00	4,284.00
				519.411 · Telephone	-33.33	33.33
				519.470 · Printing and Binding	-62.50	62.50
				539.020 · Field Management	-416.67	416.67
				538.336 · Q & A	-216.75	216.75
TOTAL					-5,013.25	5,013.25

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

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A Regular Meeting of the River Ridge Community Development District's Board of Supervisors was held on **Tuesday, May 24, 2016 at 1:00 p.m.**, in the **River Room** at the **River Club Conference Center (Second Floor of Fitness Center), 4784 Pelican Sound Boulevard, Estero, Florida 33928.**

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**Present at the meeting were:**

Terry Mountford	Chair
Bob Schultz ( <i>via telephone</i> )	Vice Chair
James Gilman	Assistant Secretary
Judy Haase	Assistant Secretary
Tom Schoenheider	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
Eric Long	PSGRC Assistant General Manager
Steve Bolte	PSGRC President

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:03 p.m., and noted, for the record, that Supervisors Mountford, Gilman, Haase and Schoenheider were present, in person. Supervisor Schultz was attending via telephone.

**On MOTION by Mr. Mountford and seconded by Ms. Haase, with all in favor, authorizing Mr. Schultz's attendance and full participation, via telephone, due to exceptional circumstances, was approved.**

41 **SECOND ORDER OF BUSINESS** **Public Comments: Agenda Items (5**  
42 **minutes per speaker)**  
43

44 There being no public comments, the next item followed.  
45

46 **THIRD ORDER OF BUSINESS** **Continued Discussion: Traffic Calming**  
47

48 Mr. Krebs presented a quote from Lykins-Signtek (Lykins) for 24” by 12” aluminum  
49 signs for Corkscrew Circle. Mr. Krebs recalled discussion about installing a “*Yield to traffic on*  
50 *the left*” sign at the roundabout and on or below the one-way signs at each lake. According to  
51 Mr. Jim Geiger, of Lykins, the price for three signs would be \$795. The Department of  
52 Transportation (DOT) suggested a “*Yield to oncoming traffic*” sign but the concern is that people  
53 do not understand that oncoming traffic comes from the left in a roundabout. Mr. Geiger  
54 provided options such as, “*Yield to oncoming traffic*” or “*Yield to traffic entering the*  
55 *intersection*” signs.

56 In response to Mr. Mountford’s question, Mr. Krebs indicated that currently, there was a  
57 one-way sign in the island, yield sign on the right-hand side and a posted 25-miles-per-hour  
58 (mph) sign.

59 Mr. Krebs recalled resident complaints that, when drivers reach the intersection, they  
60 slow down but proceed without looking left. Mr. Mountford agreed that drivers are not familiar  
61 with how to drive around roundabouts.

62 Mr. Krebs stated that three yield signs would be ordered; one would be affixed to the  
63 bottom of the one-way sign in the island, past the gatehouse on Corkscrew Road, the second on  
64 the bottom of the one-way sign leaving Pinehurst and a third sign on the bottom of the one-way  
65 sign down Pelican Sound Boulevard. Mr. Krebs hoped that the signs would force drivers to look  
66 left. The signs would have wide frames, similar to existing signs around the community.

67 Mr. Mountford asked if the purpose of the yield sign was to help traffic exiting Pinehurst.  
68 Mr. Krebs recalled resident comments that, when drivers come through the gatehouse, from  
69 Corkscrew Road, they do not look left when exiting the roundabout into Pinehurst.

70 Mr. Steve Bolte, a resident, witnessed cars “flying” through the gate and pointed out a  
71 visual impediment from the foliage on the left side of the gate. Mr. Bolte felt that, if the signs  
72 were placed at the left of the straight-away, drivers would be forced to shift their eyes left.  
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**On MOTION by Mr. Schoenheider and seconded by Ms. Haase, with all in favor, installation of three yield signs, at Corkscrew Circle, was approved.**

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**FOURTH ORDER OF BUSINESS**

**Continued Discussion: Lake H1-B and E4-A Maintenance Issues**

Mr. Adams presented an email, with pictures, and a report, from Mr. Gonzalo Ayers, of Lake & Wetland Management (Lake & Wetland).

Ms. Crismond reported that Lakes H1-B and E4-A have been chronic eyesores due to algae; raking and treating the lakes with chemicals was not effective. At the last meeting, the Board approved one application of Bio-Zyme<sup>®</sup>, in Lake E4-A, for \$7,600, which is scheduled for this week. During the last meeting, the Board requested that Lake & Wetland take muck samples, prior to applying enzymes. The decision to use Bio-Zyme<sup>®</sup>, on Lake H1-B, was based on the results of the Bio-Zyme<sup>®</sup> application in Lake E4-A. Lake & Wetland endorsed the use of the Bio-Zyme<sup>®</sup>, in Lake H1-B, to help clear the water and remove muck from the bottom but the cost would be \$12,000. Ms. Crismond suggested waiting for the results of the Lake E4-A Bio-Zyme<sup>®</sup> application before proceeding with Lake H1-B.

In response to Mr. Schoenheider’s question, Ms. Crismond explained that Lake E4-A is the reuse pond in Edgewater, which has beautiful canna lilies, and Lake H1-B is in Palmetto Dunes.

Ms. Haase asked how long it would take to see results. Mr. Adams estimated six months. Another core sample will be taken from the same location to determine if the muck reduced from 12”.

Mr. Mountford pointed out that a reuse lake has a different chemical composition than a typical lake. Mr. Adams stated that has no effect on the muck. Mr. Mountford asked if the chemical is supposed to eat muck. Mr. Adams indicated the muck and high nutrient content of the muck does not help regenerate algae and submersed aquatic growth.

Mr. Schoenheider asked Ms. Crismond to inform Mr. Gordon Brown, a resident, that the Board is not taking action on the Palmetto Dunes lake until the results of Lake E4-A Bio-Zyme<sup>®</sup> treatment were received.

Mr. Mountford asked about the depth of the core sample. Mr. Adams advised that below 6” was the norm and reducing the muck by half would be a positive step. Mr. Mountford asked

108 if one application would resolve the issue. Mr. Adams indicated that the District would be on a  
109 maintenance program.

110 Mr. Pires recalled that Phoslock® was discussed. Mr. Adams explained that this is a  
111 second option, if the Bio-Zyme® does not reduce the muck or reduce it to a more manageable  
112 level.

113 Mr. Bolte suggested using Phoslock® in the irrigation pond. Ms. Crismond disagreed.  
114 Mr. Adams recalled an Alum treatment in the irrigation pond, which had minimal affects.

115 • **Consideration of Lake & Wetland Management Special Service Agreement for Lake**  
116 **H1-B BioZyme Installation**

117 This item was deferred.  
118

119 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-1,  
Approving the District’s Proposed Budget  
for Fiscal Year 2016/2017 and Setting a  
Public Hearing Thereon Pursuant to  
Florida Law and Providing an Effective  
Date**

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126 Mr. Adams presented Resolution 2016-1 for the Board’s consideration. According to the  
127 statutes, Staff is required to provide the proposed budget prior to June 15, each year, and set a  
128 Public Hearing no sooner than 60 days from today. The resolution identifies August 23, 2016 as  
129 the Public Hearing date for final adoption of the Fiscal Year 2017 budget.

130 Mr. Adams polled the Board for purposes of a quorum. Mr. Schultz and Ms. Haase  
131 would not be in attendance. Mr. Mountford would not attend the June meeting.

132 Mr. Adams reviewed the highlights from the proposed Fiscal Year 2017 budget. In terms  
133 of appropriations, the budget was similar to prior year budgets. The most significant change was  
134 in the “Field services” category and the repurposing of \$200,000 for “Roadway Resurfacing”,  
135 which will remain in the Fiscal Year 2017 budget, and used to make the principal and interest  
136 payment against the loan for the road resurfacing project. The loan documents with Florida  
137 Community Bank will be complete in a few weeks and placed on the July or August agenda for  
138 Board approval, along with the road resurfacing bids.

139 Mr. Adams reported that assessments would remain the same, both inside and outside of  
140 the gates, as there were no changes to the revenues and expenditures.

141 When the roads are repaired, Mr. Schoenheider asked if any consideration was given to  
142 the pavers in Palmetto Dunes. Mr. Krebs indicated that only the asphalt would be repaired; the  
143 pavers would be considered at a later time. Bids for the curbing are forthcoming and expected to  
144 be on next month's agenda for consideration, at which time, bids for the asphalt will be  
145 requested. The third set of bids are for the pavers. Mr. Krebs advised that the contractor will be  
146 expected to view cracked and settled pavers, which can either be flipped or replaced. Pavers in  
147 Palmetto Dunes and the roundabout could be switched with pavers from other areas to fill in  
148 holes.

149 Mr. Mountford asked if there was a budget for pavers. Mr. Adams anticipated a minimal  
150 cost for the pavers, as many can be cleaned, and felt that Mr. Krebs' suggestion of flipping and  
151 utilizing pavers from other areas, was ideal. Mr. Mountford voiced concern about the labor cost.  
152 Mr. Krebs recalled that the cost to replace pavers in Island Sound was reasonable because the  
153 contractor lifted the pavers, stacked them to the side and re-sanded the base to a level platform  
154 before re-installing; however, the limerock base must be solid and there was no indication that  
155 the limerock base was not solid. The roundabouts are the worst areas. Mr. Mountford pointed  
156 out that many places, such as the entrances to The Masters and Gleneagles, have damaged  
157 pavers. Mr. Adams recommended completing those areas after resurfacing.

158 Mr. Schoenheider noted a .5' to 2'-wide strip of cement of 1 that is starting to break  
159 loose, due to sunken pavers. Mr. Krebs indicated that header curbs, where pavers either sunk or  
160 are starting to chip, must be repoured. The pavers must be lifted and the base must be re-sanded.  
161 This will be addressed as part of the bid.

162 Mr. Whitmore sent the District Engineer a map of the cart crossings that must be  
163 addressed. Mr. Krebs reported that the existing 2' valley gutters will be removed and expanded  
164 to a 3' curb.

165

166 **On MOTION by Mr. Gilman and seconded by Mr.**  
167 **Schoenheider, with all in favor, Resolution 2016-1, Approving**  
168 **the District's Proposed Budget for Fiscal Year 2016/2017,**  
169 **Setting a Public Hearing Thereon Pursuant to Florida Law for**  
170 **August 23, 2016 at 1:00 p.m., at this location, and**  
171 **authorization for the District Manager to transmit the**  
172 **Proposed Budget to Lee County and the Village of Estero and**  
173 **post on the District's website, was adopted.**

174

175 Mr. Schultz requested a copy of the Capital Improvement Plan (CIP). Mr. Adams will  
176 update the CIP and include it in the next agenda package.

177

178 **SIXTH ORDER OF BUSINESS**

**Notice of General Election: November 8,  
2016 [Seats 3, 4 & 5]**

179

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- 181 • **Official Candidate Qualifying Period: Noon, June 20, 2016 – Noon, June 24, 2016**

- 182 ○ **Candidates May Pre-Qualify Beginning June 6, 2016 at 10:00 A.M.**

183 Mr. Adams advised that, as this is an election year, and the District is required to identify  
184 the seats that are up for election. Seats 3, 4 and 5, currently held by Ms. Haase, Mr. Mountford  
185 and Mr. Gilman, respectively, are up for general election on November 8, 2016. The pre-  
186 qualifying period starts on June 6, 2016 at 10:00 a.m. and the official qualifying period is from  
187 Noon, Monday, June 20, 2016, through Noon, Friday, June 24, 2016. Mr. Adams advised  
188 interested parties to apply directly with Ms. Bernie Feliciano, of Lee County Elections, who is  
189 the Qualifying Officer.

- 190 • **Consideration of Resolution 2016-2, Implementing Section 190.006(3)(A)(2)(C),**  
191 **Florida Statutes, and Instructing the Lee County Supervisor of Elections to Conduct**  
192 **the District’s General Election**

193 Mr. Adams presented Resolution 2016-2 for the Board’s consideration. According to the  
194 Resolution, Board Members receive \$200 per meeting, not to exceed \$4,800 per year, and the  
195 terms are for four years. The District Manager is required to work with the Supervisor of  
196 Elections to run the required advertisement, 30 days in advance of the qualifying period. Mr.  
197 Pires asked if Lee County runs the notice. Mr. Adams replied affirmatively. Mr. Pires noted that  
198 the 30-day time period had passed. Mr. Adams confirmed that the advertisement was sent to Lee  
199 County.

200

<p>201 <b>On MOTION by Mr. Mountford and seconded by Ms. Haase,</b> 202 <b>with all in favor, Resolution 2016-2, Implementing Section</b> 203 <b>190.006(3)(A)(2)(C), Florida Statutes, and Instructing the Lee</b> 204 <b>County Supervisor of Elections to Conduct the District’s</b> 205 <b>General Election, was adopted.</b></p>
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208 **SEVENTH ORDER OF BUSINESS**

**Consideration of Florida Community  
Bank Line of Credit Term Sheet**

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211 Mr. Adams indicated that the term sheet from Florida Community Bank is for the  
212 \$250,000 revolving line of credit, which was discussed, previously.

213 Mr. Adams highlighted the following terms:

- 214 ➤ Floating rate of 1.8% over the one month London Interbank Offered Rate  
215 (LIBOR) rate. As of the date of the term sheet, which is May 3, 2016, the rate  
216 was 2.24%. A floor of 2.4% and ceiling of 5%, will exist for the life of the loan.
- 217 ➤ Late charges of 6% of the overdue payment
- 218 ➤ Commitment fee of .3% of the proposed amount of \$750 and a non-usage fee/un-  
219 utilized fee of .3%

220 Mr. Adams advised that Florida Community Bank is a Qualified Public Depository  
221 (QPD), and by law, is required to collateralize all balances for governmental entities and secured  
222 lines of credit. This means that, even though the District has not used the \$250,000, the bank  
223 will be required to collateralize this amount, as part of the QPD requirements. The charge of  
224 \$750 was minor, considering that the bank was not requiring any balances.

- 225 ➤ Document preparation fee of \$500

226 Mr. Adams explained that Florida Community Bank works with many CDDs and have  
227 template documents at its disposal.

- 228 ➤ Annual renewal

229 Mr. Pires asked about the maturity date. Mr. Adams indicated that the maturity was  
230 expected to have an auto-renewal, not exceeding five years, which would be part of the loan  
231 documents. Mr. Pires advised that, if the loan exceeds five years, the District must hold a bond  
232 validation proceeding. Mr. Adams explained that, once the District enters into the line of credit,  
233 the term of repayment cannot exceed five years. Mr. Pires noted that there cannot be more than  
234 four renewals of the five-year term.

235 Mr. Pires clarified that number four, under “Covenants”, should state Community  
236 Development District, not municipality and under “Legal Opinion”, “bond counsel” should be  
237 changed to “counsel”. Mr. Pires will handle items that the bank requests.

238

239 **On MOTION by Mr. Mountford and seconded by Ms. Haase,**  
240 **with all in favor, the Florida Community Bank Line of Credit**  
241 **Term Sheet, as amended, and execution of the Term Sheet and**  
242 **any other required documentation, was approved.**

243 **EIGHTH ORDER OF BUSINESS**

**Consideration of Estimate for Installation  
of “Yield to the left” Sign (to be provided at  
meeting)**

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This item was presented during the Third Order of Business.

248

249 **NINTH ORDER OF BUSINESS**

**Approval of Minutes**

250

251 **A. March 22, 2016 Regular Meeting**

252 Mr. Adams presented the March 22, 2016 Regular Meeting Minutes and asked for any  
253 additions, deletions or corrections.

254 Mr. Mountford asked about the status of Mr. Albano’s insurance claim. Mr. Adams  
255 indicated that District Staff had not heard anything further from Mr. Albano, either through his  
256 insurance or directly.

257 The following changes were made:

258 Line 25: Delete “Assistant”

259 Line 128: Delete: “He could not remember if he completed the parcel but it would have  
260 been documented through the association”

261 Line 145: Change “Mountford” to “Pires”

262 Line 145: Change “NBR” to “NVR”

263 Line 153: Change “is” to “owns the roads in”

264 Line 160: Delete “it”

265 Line 163: Change “sway” to “day”

266 Line 423: Insert “Howell” after “Mr.”

267 Line 520: Change Mr. \_\_\_\_\_ to “A resident”

268 Line 527: Change “wake” to “lake”

269 Line 528: Delete “at night”

270 Line 539: Insert “Florida” before “Gulf”

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**On MOTION by Mr. Gilman and seconded by Mr. Schoenheider, with all in favor, the March 26, 2016 Regular Meeting Minutes, as amended, were approved.**

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• **Action/Agenda Items**

278 All Items were continued.  
 279 The following change was made:  
 280 Item 8: Change “AJAZ” to “AJAX”.

281 **B. April 26, 2016 Regular Meeting**

282 Mr. Adams presented the April 26, 2016 Regular Meeting Minutes and asked for any  
 283 additions, deletions or corrections.

284 The following changes were made:

- 285 Line 24: Delete “Assistant”
- 286 Line 190: Change “inside” to “enzyme”
- 287 Lines 260 and 261: Delete “going into Vanderbuilt”

288 Mr. Schultz stated that the road within Turnberry has many cracks.

289 Line 276: Change “Lakes” to “River”

290 Line 579: Change “Southwest” to “South”

291 Lines 580 and 585: Change “SWFWMD” to “SFWMD”

292 • **Action/Agenda Items**

293 The following change was made:

- 294 Item 8: Change “AJAZ” to “AJAX”.
- 295 Item 17: Change “Southwest” to “South”.

296 Items 1, 2, 3, 10, 13, 14, 15, 17, 18 and 22 were continued.

297 Items 4, 5, 6, 7, 8, 9, 11, 12, 16, 19, 20, 21 and 23 were completed.

298 Regarding Item 4, Mr. Adams has the software and will upload the data. Mr. Whitmore  
 299 recalled that only one radar sign was would be used during the summer. In response to Mr.  
 300 Schoenheider’s question, Mr. Whitmore indicated that a battery pack can last ten to 12 days.

301 Regarding Item 6, Mr. Adams reported that the contractor will cut the bag open, on The  
 302 Masters Circle Lake, and sod within the next several weeks.

303 Regarding Item 7, Mr. Pires indicated that the easement for the Corkscrew sidewalk was  
 304 executed and will be recorded.

305 Regarding Item 10, Mr. Krebs will provide the road resurfacing bid packages at the July  
 306 meeting. Mr. Krebs will provide the specs at the end of next week. Mr. Schultz asked if the  
 307 contract would be awarded in July. Mr. Adams indicated that the bid tabulations would be  
 308 provided at the July meeting for implementation in October.

309           Regarding Item 13, Mr. Adams and Mr. Whitmore continue having ongoing discussions.

310           Regarding Item 14, Mr. Krebs received three responses. Mr. Schultz asked if the Board  
311 can take action on the curbs. Mr. Adams indicated that \$200,000 was budgeted for roadway  
312 repairs. Mr. Schultz recalled that the first estimate was \$63,000. Mr. Krebs noted that another  
313 250 linear feet was added, bringing the total cost close to \$100,000. This item will be continued  
314 under “Other Business”.

315           Regarding Item 17, Mr. Krebs contacted the South Florida Water Management District  
316 (SFWMD). The initial response regarding wetland maintenance work was positive but SFWMD  
317 must discuss this matter with their environmental staff, review the permit conditions and  
318 conversation easement. The individual in charge of compliance has no issues. Mr. Krebs is  
319 awaiting confirmation from environmental staff, which could take time due to administrative law  
320 hearings.

321           Regarding Item 19, Ms. Crismond reported that, yesterday, Florida Power & Light (FPL)  
322 repaired the street light burning during the day. She would call FPL about another light.

323           The following changes were made:

324           Item 20, Line 2: Change “Landing” to “Sound”.

325           Item 20, Line 3: Change “Pelican Landing” to “the gates on Pelican Sound Drive”.

326           Regarding Item 22, Mr. Adams indicated that the audit for Fiscal Year 2015 would be  
327 presented at the next meeting.

328           Mr. Schultz requested that amendment of the Lake & Wetland contract to remove ferns  
329 from the dry retention area and cleaning the small canals from the three bubblers to the main  
330 canal be included on the next agenda.

331           Mr. Whitmore advised that the Torrey Pines NVR does not want anyone to clean their  
332 canals. Mr. Schultz recalled that the cleaning of the fern was only along the border. Ms.  
333 Crismond reported that ferns are growing in the cordgrass. The District authorized removal of  
334 the ferns because they will grow very large and it would cost to remove them, versus removal  
335 now, at no cost.

336

337           **On MOTION by Ms. Haase and seconded by Mr. Mountford,**  
338           **with all in favor, the April 26, 2016 Regular Meeting Minutes,**  
339           **as amended, were approved.**

340



341 TENTH ORDER OF BUSINESS Other Business

342  
343 Mr. Adams requested implementation of the sidewalk and curb repairs, in a not-to-exceed  
344 amount of \$100,000.

345 Ms. Haase asked if the authorization was for sidewalks and gutters. Mr. Krebs indicated  
346 that sidewalks are not being repaired, only curbs.

347

348 **On MOTION by Mr. Gilman and seconded by Mr. Schultz,**  
349 **with all in favor, implementation of the curb repairs, in a not-**  
350 **to-exceed amount of \$100,000, and authorization for the**  
351 **District Manager to execute the contracts on behalf of the**  
352 **District, were approved.**

353

354

355 Mr. Schultz asked when the golf course restoration work would be completed and the  
356 heavy equipment removed. Mr. Whitmore anticipated completion of the work by mid-July.

357 Regarding sidewalks and roads, Mr. Adams met with Mr. Whitmore about the ongoing  
358 maintenance and operation, under the Facilities Maintenance Assignment Agreement. The  
359 Pelican Sound Golf and River Club (PSGRC) has reservations about continuing in that capacity,  
360 especially with the roads and sidewalks, after what happened with Mr. Albano.

361 Mr. Whitmore received a letter from Mr. Albano’s attorney and, in preliminary  
362 discussions with the PSGRC’s attorney, even though Mr. Albano fell on CDD property, by  
363 having the Facilities Maintenance Assignment Agreement, the PSGRC has the liability risk for  
364 the sidewalks and roads; however, routine maintenance, such as cleaning sidewalks, is  
365 reasonable. Mr. Whitmore requested opting out of the road and sidewalk portion of the  
366 agreement.

367 Mr. Mountford advised that the PSGRC is still liable, even if it is only maintaining the  
368 sidewalks. Mr. Whitmore noted that the risk is less and trip hazards were a red herring, as many  
369 roots were encroaching the sidewalks, causing the trip hazard. Re-pouring sidewalks was not  
370 considered ongoing maintenance, rather it would be a capital project. Mr. Whitmore indicated  
371 that the PSGRC budgets for cart paths and replaces them, on a yearly basis.

372 Mr. Mountford suggested that the District perform the inspection and the PSGRC  
373 perform routine maintenance work.

374 Mr. Adams advised that the District owns the sidewalks, roads and curbs but the PSGRC  
375 is targeted because slip and falls result in trip hazard claims. Mr. Adams suggested removing the  
376 PSGRC from liability by placing the liability under the ownership of the District, since the  
377 District has sovereign immunity protections. Mr. Pires clarified that the District has limited  
378 sovereign immunity, under the statute, with statutory caps of \$200,000 per individual, \$300,000  
379 in the aggregate, per incident. The District also carries liability insurance.

380 Mr. Schultz had no problem with the District taking over responsibility of the roads,  
381 curbs and sidewalks but wanted to retain the PSGRC’s maintenance staff to observe and report  
382 issues, daily, versus relying on annual inspections.

383 In response to Mr. Adams’ question, Mr. Pires preferred to have an agreement, versus a  
384 verbal agreement; however, if a duty is created by contract with the District, there may be  
385 liability.

386 Mr. Pires will modify the PSGRC agreement to release the PSGRC from any liability,  
387 under the assumption that the District will have an inspection program and the PSGRC will  
388 notify the District about problem areas, clean and paint, as a contractor.

389 Mr. Schultz requested that the sidewalks be repaired as soon as possible. Mr. Adams  
390 concurred, noting that most of the work entails grinding. Ms. Haase noted that some areas need  
391 replacement.

392 Ms. Haase reported that painting completed by Mr. Krebs is fading. Mr. Krebs will  
393 touch-up the light poles.

394 Mr. Pires clarified that the scope of work will be amended for the PSGRC to perform  
395 street cleaning and painting.

396 Mr. Schoenheider is not attending the July meeting.

397 Mr. Adams polled the Board; there would be a quorum for the June meeting but not July.

398 Regarding road resurfacing, Mr. Adams indicated that, after the bid opening he will  
399 contact the low bidder to ensure that they are available in October.

400 Mr. Adams stated that, if necessary, the District could fly a Board Member in to attend  
401 the July meeting or a special meeting scheduled sometime in July.

402

403 **ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

404

405 **A. District Counsel**

406 There being no report, the next item followed.

407 **B. District Engineer**

408 There being no report, the next item followed.

409 **C. District Manager**

410 **i. Approval of Unaudited Financial Statements as of April 30, 2016**

411 Mr. Adams presented the Unaudited Financial Statements as of April 30, 2016. A  
412 scrivener’s error was corrected and “Capital outlay-reimbursement to PSGRC” is now properly  
413 reflected in only the Pelican Sound portion of the budget.

414 **ii. NEXT MEETING DATE: June 28, 2016 at 1:00 P.M.**

415 Mr. Adams stated that the next meeting is scheduled for June 28, 2016 at 1:00 p.m., at  
416 this location but would probably not be necessary. It would be determined if something would  
417 be necessary in July.

418

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

421

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

423

424

425

DRAFT

426 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

427

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

429

430 **On MOTION by Mr. Schoenheider and seconded by Mr.**  
431 **Gilman, with all in favor, the meeting adjourned at 2:19 p.m.**

432

433 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

DRAFT

**ACTIVE ACTION  
AND AGENDA ITEMS**

1. **ACTION:** Speakers to identify themselves. **STATUS: ONGOING**
2. **ACTION:** Ms. Crismond will copy NVRs on resident emails regarding concerns with their particular association. Provide copies of the NVR emails to Ms. Haase. **STATUS: ONGOING**
3. **AGENDA:** Traffic calming discussion. **STATUS: ONGOING**
4. **ACTION/AGENDA:** Mr. Krebs will prepare the bid packages for the road resurfacing and submit to contractors. Present to the Board prior to going out for bids. Include on July or August agenda. **STATUS: ONGOING**
5. **ACTION:** Mr. Adams will email a letter to Mr. Whitmore, making the Pelican Sound Golf and River Club aware of the sidewalk and curb maintenance issues and informing them that the District marked the sidewalks and the PSGRC is responsible for maintenance. **STATUS: ONGOING**
6. **ACTION:** Mr. Krebs will prepare the bid packages for the curb and gutter repairs and submit to the same contractors that responded to the last request for bids. Present to Board prior to going out for bids. **STATUS: ONGOING**
7. **ACTION/AGENDA:** When the milling and paving is completed, have the contractor move the reflectors from the middle of Pinehurst Greens Drive to the first curve. Include the estimate on the next agenda. **STATUS: ONGOING**
8. **ACTION:** Mr. Krebs will send an email request to the South Florida Water Management District to determine if the CDD must file anything to remove native vegetation from the dry retention area. **STATUS: ONGOING**
9. **ACTION:** Mr. Adams will draft an email to all residents, advising about the curb work and the road repaving schedule. **STATUS: ONGOING**
10. **ACTION:** Mr. Adams will contact Mr. Whitmore about the Board wanting to match the color of street light poles within Pelican Sound to those outside of the gates on Pelican Sound Drive. **STATUS: ONGOING**

**ACTIVE ACTION  
AND AGENDA ITEMS**

- 11. **AGENDA:** Consideration of Audited Financial Report for the Fiscal Year Ended September 30, 2015. Include on June agenda. **STATUS: ONGOING**
  
- 12. **ACTION:** Ms. Crismond will inform Mr. Gordon Brown that the Board is not taking action on the Palmetto Dunes lake, until the results of Lake E4-A Bio-Zyme<sup>®</sup> treatment was received. **STATUS: ONGOING**
  
- 13. **AGENDA:** Consideration of loan documents with Florida Community Bank. Include on July or August agenda. **STATUS: ONGOING**
  
- 14. **AGENDA:** Include the Capital Improvement Plan (CIP) in the June agenda package. **STATUS: ONGOING**
  
- 15. **ACTION:** Mr. Adams will obtain a revised term sheet from Florida Community Bank clarifying that the municipality is the CDD, under number four of the Covenants and that “bond counsel” be changed to “counsel”, under “Legal Opinion”. **STATUS: ONGOING**
  
- 16. **AGENDA:** Consideration of an amendment to the contract with Lake & Wetland to remove ferns from the dry retention area and cleaning the small canals from the three bubblers to the main canal on the June agenda. **STATUS: ONGOING**
  
- 17. **ACTION:** Mr. Pires will modify the PSGRC agreement to release the PSGRC from any liability, under the assumption that the District will have an inspection program and the PSGRC will notify the District about problem areas. Mr. Pires will amend the scope of work for the PSGRC to perform street cleaning and painting. **STATUS: ONGOING**
  
- 18. **ACTION:** Mr. Krebs will touch-up street light poles where paint is fading. **STATUS: ONGOING**