

RIVER RIDGE

COMMUNITY DEVELOPMENT DISTRICT

January 24, 2023

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

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

January 17, 2023

Board of Supervisors
River Ridge Community Development District

<p><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

The Board of Supervisors of the River Ridge Community Development District will hold a Regular Meeting on January 24, 2023 at 1:00 p.m., at the Golf Clubhouse (Lakesview Room), 4561 Pelican Sound Blvd., Estero, Florida 33928, and via Zoom at <https://us02web.zoom.us/j/82086246862>, Meeting ID: **820 8624 6862** or telephonically at **1-929-205-6099**, Meeting ID: **820 8624 6862**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items *(5 minutes per speaker)*
3. Update: Premier Lakes, Inc. [Alex Kurth]
 - Update: E7-A Dye Treatment Schedule
 - Discussion/Consideration: H1-B Water Quality Testing
4. Consideration of Award of Contract: Hurricane Ian Debris Removal – Dry Retention and FPL Flow-way
5. Continued Discussion: Stormwater Management System Analysis
 - A. Storm Preparation and Response Plan
 - B. Update: Stormwater Flow Adjustment Study
 - C. Response to Pinehurst Greens Neighborhood Association Requests
6. Discussion/Updated: 5 Year Capital Improvement Projects to include Storm Water Management
7. Update: Infrastructure Plan to Include Southeast Corner of The Masters
8. Consideration of Proposals for Preliminary Planning for Gatehouses and Monuments
 - A. RG Architects, P.A.

- B. Hole Montes, Inc.
- 9. Acceptance of Unaudited Financial Statements as of December 31, 2022
 - 2023 Operations Financial Impact Analysis
- 10. Approval of December 13, 2022 Regular Meeting Minutes
 - Active Action and Agenda Items
- 11. Staff Reports
 - A. District Counsel: *Woodward Pires & Lombardo, P.A.*
 - B. District Engineer: *Hole Montes, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. Key Activity Dates
 - II. NEXT MEETING DATE: February 28, 2023 at 1:00 PM

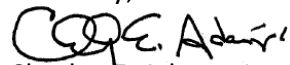
○ QUORUM CHECK

SEAT 1	JAMES (JIM) GILMAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	BOB SCHULTZ	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	KURT BLUMENTHAL	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	TERRY MOUNTFORD	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	BOB TWOMBLY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

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

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

Sincerely,



Chesley E. Adams, Jr.
 District Manager

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

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MEMORANDUM

Date: January 24, 2023
To: River Ridge Board of Supervisors
From: Cleo Adams – District Manager
Subject: Hurricane Ian Debris Removal – Dry Retention and FPL Flow-way
Cc: File

Staff recently requested proposals from three qualified contractors based on Staff’s field review conducted on Friday, December 2nd. Photo documentation and locations were provided to each contractor.

The financial tabulation is as follows:

Company:

- Premier Lakes, Inc. \$ 4,000.00
- Solitude Lake Management \$ 4,700.00
- EarthBalance \$10,794.00

Areas identified include:

River Course Hole #4

- Dead material adjacent to the green

River Course Between #4 & #5 at the bridge

- Removal of Pine Tree and Palm Tree blocking the flow-way

River Course Hole #6

- Removal of Debris in the flow-way

River Course Hole #6 @ the weir

- Removal of Tree in the flow-way

River Course Hole #7 @ Tee Box

- Removal of Tree in the flow-way

Torrey Pines Court

- Debris and Tree Removal

FPL Flow-way

- Cut back Vegetation encroaching in the flow-way and Removal of Debris in the flow-way

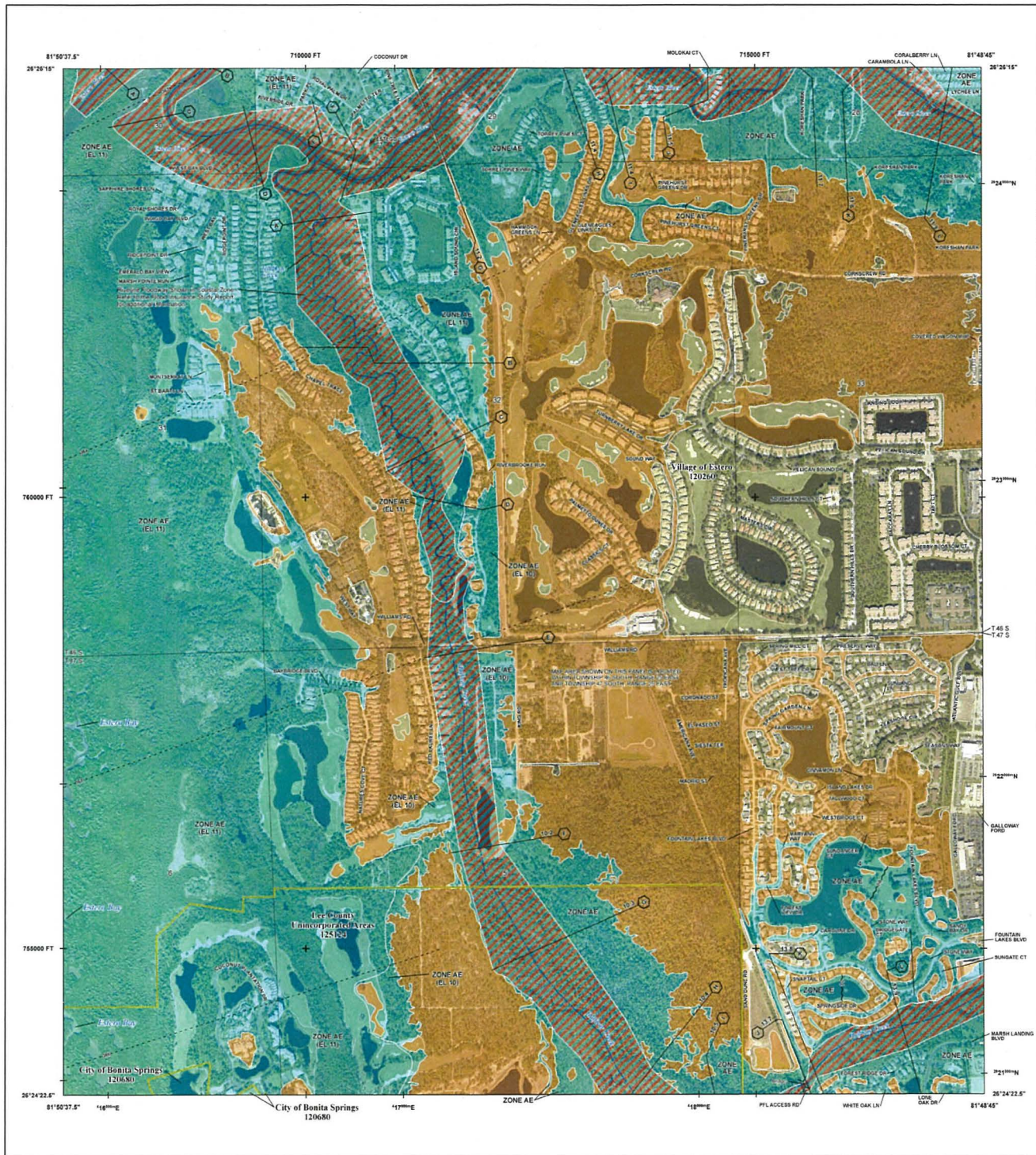
FPL Flow-way North Side to the River Outfall

- Minor debris removal requested adjacent to the district's drainage structure

Note that this is an unbudgeted item for Board's discussion/consideration.

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

5A



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT
THE INFORMATION DEPICED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT [HTTPS://MSC.FEMA.GOV](https://MSC.FEMA.GOV)

- SPECIAL FLOOD HAZARD AREAS**
 - Without Base Flood Elevation (BFE) Zone AE, X, D, AH, VE, AH
 - With BFE or Depth Zone AE, AD, AH, VE, AH
 - Regulatory Floodway
 - 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
 - Future Conditions 1% Annual Chance Flood Hazard Zone X
 - Area with Reduced Flood Risk due to Levee Zone X
 - Area with Flood Risk due to Levee Zone D
- OTHER AREAS OF FLOOD HAZARD**
 - NO SCREEN Area of Minimal Flood Hazard Zone X
 - Area of Undetermined Flood Hazard Zone D
- OTHER AREAS**
 - Channel, Culvert, or Storm Sewer
 - Levee, Dike, or Floodwall
- GENERAL STRUCTURES**
 - Cross Sections with 1% Annual Chance Water Surface Elevation
 - Coastal Transsect
 - Coastal Transsect Baseline
 - Profile Baseline
 - Hydrographic Feature
 - Base Flood Elevation Line (BFE)
 - Limit of Study
 - Jurisdiction Boundary
- OTHER FEATURES**

NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with the FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information Exchange at 1-877-FEMA-8468 (1-877-369-6227) or visit the FEMA Flood Map Service Center website at www.msc.fema.gov. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of the map. Many of these products can be ordered directly from the website.

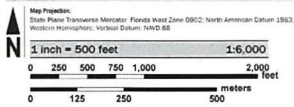
Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and township map dates refer to the Flood Insurance Study Report for this jurisdiction.

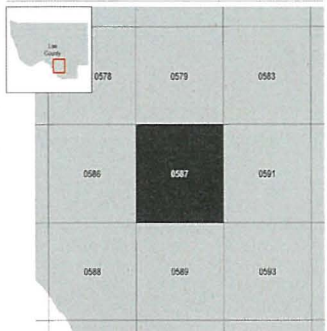
To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6622.

Base map information shown on this FIRM was provided by Lee County dated 2008 and 2016; the Florida Department of Transportation, dated 2017 and 2019; the U.S. Department of Agriculture, dated 2016 and the U.S. Department of Transportation, dated 2017.

SCALE



PANEL LOCATOR



NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP
LEE COUNTY, FLORIDA
 and Incorporated Areas
PANEL 587 of 685

COMMUNITY	NUMBER	PANEL	SUFFIX
SOUTH SPRINGS CITY OF ESTERO VILLAGES OF LEE COUNTY	120680	0587	G
	120680	0587	S
	120680	0587	G

VERSION NUMBER
 2.4.3.5
 MAP NUMBER
 1207100587G
 MAP REVISION
 NOVEMBER 17, 2022

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

8A

January 19, 2023

**FEE PROPOSAL FOR
ARCHITECTURAL/ENGINEERING
SERVICES**

**Redesign of Two Gatehouses at River Ridge
Community Development District
Estero, Florida.**

Submitted by:

RG Architects, P.A.
2070 McGregor Blvd. No. 1
Fort Myers, Florida 33901



January 19, 2023

Cleo Adams
General Manager/COO, CAM
River Ridge Community Development District
Wrathell, Hunt & Associates, LLC
9220 Bonita Beach Road
Suite #214
Bonita Springs, FL 34135
(239) 989-2939 (M)
Cleo.adams@whhassociates

RE: **Redesign of Two Gatehouses at River Ridge Community Development District**

Mrs. Adams

Per your request, we propose to provide Architectural services for the above indicated project as follow:

I. GENERAL INFORMATION

The Project Team proposed for this project is:

- RG Architects, PA. – Architecture
- Matern Professional Engineering – MEP
- TRCWW – Structural Engineering

II. PROJECT LOCATION

4500 Pelican Sound Blvd.
Estero, FL 33928

III. PROJECT CRITERIA & STANDARDS

Applicable codes/standards include the following:

- Estero Fire Department
- Village of Estero Building Department
- Florida Building Code 7th Edition (2020)
- Florida Fire Protection Code 7th Edition (NFPA 1, 2020 Edition/ NFPA 101, 2020 Edition)

IV. PROJECT SCOPE AND FEE PROPOSAL

Architectural/Engineering Services to design provide conceptual design, renderings, construction documents, bidding and permitting assistance and construction administration for the project mentioned above. Scope is understood to be redesign the existing structure to be contemporary in appearance in lieu of the current Mediterranean feel. New roofing, exterior wall finishes, lighting and window / door openings are expected. Arched elements are to be removed. Existing building are approximately 100sf each of interior space with exterior overhangs that vary.

Location of the Gatehouse as follows:

1. Main Gatehouse located at 21581 Pelican Sound Drive, Estero Blvd
2. Corkscrew Gatehouse located at 4500 Pelican Sound Blvd, Estero Blvd

FEES:

Main Gatehouses

2 Renderings	\$ 2,800.00
Field Verification	\$ 1,630.00
Base Modeling	\$ 2,000.00
Schematic Design	\$ 2,500.00

Design Development	\$ 4,000.00
Construction Documents	\$ 6,500.00
Bidding & Negotiations	\$ 800.00
Construction Administration	\$ 2,500.00
TOTAL PROPOSAL FOR MAIN GATEHOUSE	\$ 22,730.00

FEES:

Corkscrew Gatehouse

2 Renderings	\$ 2,800.00
Field Verification	\$ 1,630.00
Base Modeling	\$ 2,000.00
Schematic Design	\$ 2,500.00
Design Development	\$ 4,000.00
Construction Documents	\$ 6,500.00
Bidding & Negotiations	\$ 800.00
Construction Administration	\$ 2,500.00
TOTAL PROPOSAL FOR CORKSCREW GATEHOUSE	\$ 22,730.00

TOTAL PROJECT FEE FOR MAIN & CORKSCREW GATEHOUSE \$ 45,460.00

V. PROJECT SCHEDULE

This work shall begin with Owner’s approval of this proposal. Project should be completed within 4 months excluding holidays and contingent upon timely owner review and approval..

VI. POTENTIAL ADDITIONAL SERVICES (NOT INCLUDED IN FEE PROPOSAL)

The following list of Additional Services, as defined by attached *State of Florida, Department of Management Services Fee Schedule for Basic Architectural and Engineering Services*, if required will be agreed to in written Authorization form at the appropriate time during the progression of the work. All additional services will be billed according to the rate schedule below.

- Feasibility Studies/ Analysis
- Facility Programming
- Master Planning
- Soils Investigations/Reports
- Surveys -Topographic/Boundary
 - Vegetation/Improvements/Utilities
- Measured Drawings of Existing Facilities
- Existing Facilities Analysis
- Toxic Substance Mitigation Surveys and Consultation
- Site Environmental Assessments
- Site DRI, PUD, Site Plan Review and/or Zoning Modifications
- Traffic Analysis and Traffic Signal Warrant Studies
- Civil Engineering Design including Paving/Grading/Utilities/Drainage/Storm-water Management/Environmental & All Site Permitting
- Existing Site Utility Infrastructure Improvements
- Site Lighting Design
- Landscape Architectural & Irrigation Design
- Specialty Consultants
 - Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous Material; Hospital/Laboratory; Interior Design; Indoor
- LEED Consultation
- Graphic and Signage Design
- Special Code Reviews including ACHA
- Detailed Cost Estimates
- Documents Prepared For:
 - Alternate Bids Exceeding Contract Scope
 - Excessive Change Orders
 - Multiple Construction Contracts
 - Record Documents/As Built
- Prolonged Construction Contract Administration Services
- Structural Threshold Inspections
- Project Representation During Construction Beyond Bi-Monthly Administration
- Additional Construction Contract
 - Administration Services for Multiple Contracts
- Building Commissioning and Training Services
- Post Occupancy Inspections/ Evaluations
- Renderings/ Models
- Substantive Changes to Scope, Size or Complexity
- Owner Requested Changes to Approved Documents
- Reimbursable Expenses*
 - Including, but not limited to, reproduction/

- Air Quality; Quality Control;
Theater/Acoustical; Security
Life Cycle Cost (ROI) and/or Federal DOE Energy
Analysis

printing costs, travel expenses, and special
mail service expenses

VII. BILLING RATE SCHEDULE

Personnel Classification	Billing Rate Per Hour
Principal	\$270
Project Manager	\$240
Senior Architect	\$180
Project Architect	\$150
Intern Architect	\$102
Senior Construction Manager	\$180
Construction Administrator	\$150
Administrative Support	\$96

RG Architects, PA is happy to offer this proposal to you and **Pelican Sound Golf & River Club**, thank you for the opportunity to provide these services.

Sincerely,

RG Architects, P.A.



Ryan S. Richards, AIA, LEED AP
Partner

Cleo Adams
River Ridge Community Development District
Wrathell, Hunt & Associates, LLC

cc: Javier Salazar AIA, RGA
file: C.1

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

8B

Master Singage & Visioning Proposal

Landscape Architectural
Design Services

for

Pelican Sound Golf & River Club



SERVING SWFL SINCE 1966
EXPERTISE. LONGEVITY.
A WORLD-CLASS CLIENT EXPERIENCE.

Pelican Sound Master Signage Plan
River Ridge Community Development District
C/O Mr. Eric Long, CAM
9220 Bonita BEach Road, Suite 214.
Bonita Springs, FL 34135

SINCE 1966

RE:LANDSCAPE ARCHITECTURAL DESIGN SERVICES

Dear Eric:

Thank you for giving us the opportunity to provide you with a professional proposal for landscape architectural design services for the redesign of the signage throughout the Pelican Sound Community. This is a considerable endeavor for the community to undertake and one that we will give a high level of attention and creative commitment to execute. We have prepared our proposal within the context of a brief presentation summary to give you and those reviewing our proposal a better sense of our capabilities and to illustrate how we would intend to prepare and deliver our ideas, concepts, and design. We are firm believers in the use of digital graphics and 3D applications that make it far easier for the average person to see and understand the design forms being developed and presented. We have over 27 years of experience in providing virtual realistic 3D designs and images that illustrate the exactness of what would ultimately be built!

I hope that you find our proposal consistent with our initial discussion on context, approach, and deliverables. We understand that assessing and analyzing what the community wants in terms of a fresh start and cost-effective use of design and construction dollars is paramount. We also understand that coming up with designs that will address the needs and develop a consensus for their approval is a vital part of the process. We furthermore understand that clear construction documentation of the approved designs is essential to guarantee swift permitting approvals, consistent bids for executions, and a sustainable quality-built product.

I am pleased to meet with you or anyone that may have any questions or would like to learn more of what we are capable of doing on the community's behalf. We look forward to your feedback.

Thank you for your time and consideration.

Sincerely

William E. Pysi, PLA, ASLA

Vice President; Landscape Architecture & Design





The Hole Montes Story

How we Differ Professionally

Our region has come a long way since our firm was founded in 1966. The Hole Montes team has been honored to be a regional leaders in our community's growth and development over the past 5 decades. The prospect of continuing this legacy is both thrilling and sobering. To us, there is no such thing as just another commercial complex or an ordinary residential community. We see the future in everything we do! The secret to our success lies in the principles upon which we were founded - those established by our namesakes Stanley Hole and Sergio Montes. They are the inspiration behind the world-class client experience we continue to provide today.

The Hole Montes design team has an outstanding ability to provide fully integrated professional services from each of our primary disciplines: Engineering, Landscape Architecture, Planning and Surveying. We excel in the seamless blending of these disciplines, enabling clients to benefit from our combined expertise. Additionally, we offer state-of-the-art Digital Graphics, 3D conceptualization and VR simulation through a process we describe as "Virtual Design" to bring realism to the forms, spaces, and places we create, long before they are built.

Our design and service excellence intermingled into the full range of professional services offered by the firm creates a fully integrated set of services that addresses the needs of any given project we undertake. Our Landscape Architectural Design team works hand in hand and directly along with all our allied professionals to offer a well balanced and fully integrated design product that serves the needs of our Clients.



Landscape Architectural Design

Architects of the Land

Our services reflect the spirit and traditions of the world's first "Architect of the Land," Fredrick Law Olmstead. At Hole Montes, we continue this tradition. Hole Montes works closely with clients, helping them fully realize their dreams and aspirations to create programs that result in distinctive designs and compelling community spaces. At Hole Montes we apply considerable experience and technical expertise to creating unique design forms that translate into the built environment that both clients and end users appreciate. Discover how we have revolutionized the way land design and development are executed in creating distinctive environments.

Services Applicable to this Project:

- SIGNAGE MASTER PLANNING
- 3D VISIONING, CONCEPTUALIZATION, & VIRTUAL DESIGN
- LANDSCAPE ARCHITECTURAL DESIGN
- CONSTRUCTION DOCUMENTS
- PERMITTING & PUBLIC PRESENTATIONS
- COMPLIANCE & CONSTRUCTION SUPPORT SERVICES



MAIN SIGNAGE - US41

The primary entrance and signage for Pelican Sound is located along US-41. This signage is conventionally built with CBS construction and initially contained a water feature that is no longer in service. Program development at this stage indicates a desire to update the architectural style of the sign. Effort can be made to work with the underlying structure and to 're-skin' the sign. However, the ultimate design, architectural style, and cost will drive the resultant sign design.



MAIN SIGNAGE - Corkscrew Road and Williams Road

The Secondary outward community signs are located on Corkscrew Road and Williams Road respectfully. The Corkscrew Entrance has a guardhouse, Williams does not. The signage at Corkscrew is also conventionally built with CBS construction. However, the Williams Road sign is a foam core element. All of the interior community signs are built in a similar design fashion.



CLUBHOUSE | RIVER CLUB | RAQUET CLUB

The Clubhouse, the Raquet Club, and the River Club are all primary community amenities. Only the Clubhouse currently has signage. There is rationale to vary these three elements from the residential design to create specificity for there use.

SINGLE-FAMILY NEIGHBORHOOD

Gleneagles

- SF Residential signs differ from the MF-residential signs
- Has a single entry point
- Is located adjacent to the community entry
- Is built from Foam Core construction



SINGLE-FAMILY NEIGHBORHOOD

The Masters

- SF Residential signs differ from the MF-residential signs
- Has a single entry point
- Is located in the median within the community entry
- Is built from Foam Core construction





SINGLE-FAMILY NEIGHBORHOOD

Pinehurst

- SF Residential signs differ from the MF-residential signs
- Has a single entry point
- Is located in a larger median within the community entry
- Is built from Foam Core construction



SINGLE-FAMILY NEIGHBORHOOD

Torrey Pines

- SF Residential signs differ from the MF-residential signs
- Has a Two entry points
- Is located adjacent to the community entry
- Is built from Foam Core construction



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Edgewater / Seaside

- MF Residential signs differ from the SF-residential signs
- Has a two entry points
- Is located in the median within the community entry
- Is built from Foam Core construction



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Hammock Greens

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located adjacent to the community entry
- Is built from Foam Core construction

MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Island Sound

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located in the median within the community entry
- Is built from Foam Core construction



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Oak Run

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located adjacent to the community entry
- Is built from Foam Core construction
- Sign location could be improved



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD:

Palmetto Dunes

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located adjacent to the community entry
- Is built from Foam Core construction



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Southern Hills

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located adjacent to the community entry
- Is built from Foam Core construction
- Sign location could be improved



MULTI-FAMILY RESIDENTIAL NEIGHBORHOOD

Turnberry

- MF Residential signs differ from the SF-residential signs
- Has a single entry point
- Is located in the median within the community entry
- Is built from Foam Core construction





Master Planning & Site Design

The first steps in master planning are to listen to the preferences of the client, perform a study of the site and review pertinent regulations. We at Holes Montes, Inc work with the client and the team to develop on target programming for the project. Assembling all the pieces together in an organized, functional and imaginative way generates a suitable and attractive master plan. We have experience in projects of all sizes, from mixed-use master planned developments spanning thousands of acres to smaller sites of one acre or less. Our services

on these projects encompass comprehensive plan amendments, rezones, overlays, neighborhood and community plans, and more. Hole Montes, Inc. has the ability to perform these master planning tasks along with delivering graphic materials useful for seeking investments and marketing collateral.

Services:

- Planning: Comprehensive Plan Amendments, Rezones, Overlays, Neighborhood and Community Plans, and more
- Entitlements: Rezoning, Due Diligence Studies, Land Use Analysis, Pro-Forma Studies





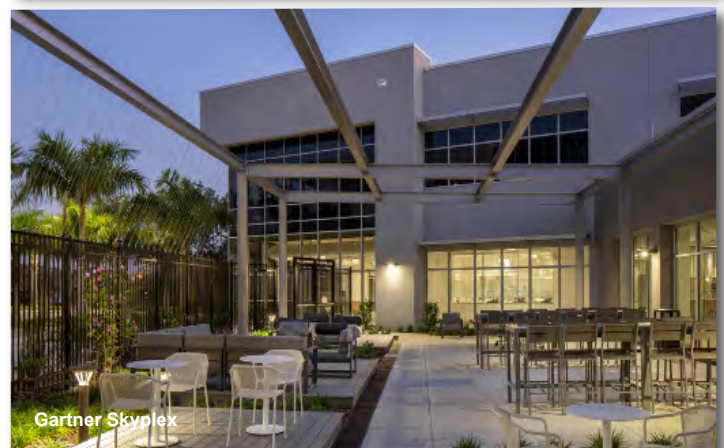
Site Development & Redevelopment

A well designed amenity area, lush entry features and pedestrian friendly walking trails are just a few of the characteristics that creates a distinct aesthetic for a community. Spaces that are inviting, comfortable, safe and can be maintained are what we at Hole Montes, Inc. aims to achieve in the design.

Organized and clearly functioning sites are required for commercial, industrial, airports and marinas. We design with all these factors in mind but also strive to make them aesthetically pleasing. Places where people gather whether it be ball fields, parks, or outdoor shopping need to have well defined but separated pedestrian and vehicular systems. Here again we design for this along with making them fun and interesting places that people feel comfortable and eager to return.

Services:

- Conceptual Site Planning
- Parking Analysis
- Storm Water Assessment
- Site Access
- Nonconformities, Code Deviations and Variances



Site Development Projects:

- Residential Community Entrances and Streetscapes
- Residential Community Amenities
- Resort Pool & Amenity Areas
- Municipal & Corporate Campus Design
- Public Parks & Plazas
- Outdoor Retail
- Recreational Parks
- Trails & Nature Parks





Landscape Architectural Design

Whether it be a community entrance, streetscapes, amenities or parks, Hole Montes, Inc. offers design expertise that will enhance any communal space.

With years of knowledge of Florida plant materials we aim to design with nature in mind. Not only do we create well designed landscapes but those that also strives to be environmentally sustainable by using native Florida species.

To keep the project's performance in an excellent state and aid in it's sustainability, tailored maintenance manuals can be provided for the maintenance staff for guidance.

Professional Services:

- Landscape Design: Landscape Planting Design, Hardscape & Lighting Design, Irrigation Design
- Permitting: Zoning Applications & Special Use Permits, Development Orders & Construction Permits, Collaborative Design Process
- Design & Implementation: Construction Documents, Construction Services, Certifications & Management





Riverwood

Landscape Design Projects:

- Residential Community Entrances and Streetscapes
- Residential Community Amenities
- Resort Pool & Amenity Areas
- Municipal & Corporate Campus Design
 - Public Parks & Plazas
 - Outdoor Retail
 - Recreational Parks
 - Trails & Nature Parks



Colony Key



Fiddler's Creek



Pelican Bay



Digital Graphics | Virtual Design

The beauty of digital graphic technology is knowing where you are and where you are going with project development at every step of the process, boosting confidence for everyone involved. As a project evolves digital graphics can be adjusted and updated.

Hole Montes, Inc can deliver digital renderings of the planning process illustrating the initial design concepts. These can be land use diagrams, concept master plans, other diagrams and charts helping to explain the ideas. As the project begins to take shape, Illustrative Master Plans, Elevations and Sections graphics will show the progress. Conceptual modeling and the digital graphics that can be exported add yet another layer of project understanding.

Project Booklets or PowerPoint Presentations can be created for excellent project marketing tools. Landscape Maintenance Manuals can be created to aid the staff maintaining the project's sustainability.



Digital Graphic Services:

- Illustrative Master Plans
- Illustrative Site Plans
- Section & Elevations
- Charts & Diagrams
- Project Booklets
- Project PowerPoint Presentations
- Landscape Maintenance Manuals
- Design Guideline Manuals





Bell Tower PARK



North Star

3D Conceptualization | Virtual Design

As a natural evolution from the advent of electronic drafting, 3 dimensional drafting has become a standard practice in Hole Montes’s design process. It aids both the designer as they conceive their ideas and for the client to visualize the project.

Modeling take a little more time and effort initially but can open up another level of understanding of a project.

By using 3D modeling Hole Montes, Inc. can create a virtual world where one can become immersed in what the project could look like before it is built.

A very useful component of these models is the ability to capture images from essentially any desired viewpoint. These can range from quick simple snap shots of an area or can be enhanced to a full luxurious marketing rendering. We, at Hole Montes, Inc can deliver all of these.



Beach Cove Main Entry



Heritage Bay Swim Center

3D Conceptualization Services:

Utilizing 3D technology as part of the design process is a technique that we refer to as “Virtual Design.” We have perfected this use of Virtual Design since its advent in 1995.

- Spatial Analysis
- Material Relationships
- Design Forms
- Realistic depictions of Form and Space



Tradition Town Center



Virtual depiction of Design in the actual project environment before it is built.

Captiva Island Residence



Bell Tower Park



Hidden Harbor Estates

VR Simulation | Virtual Design

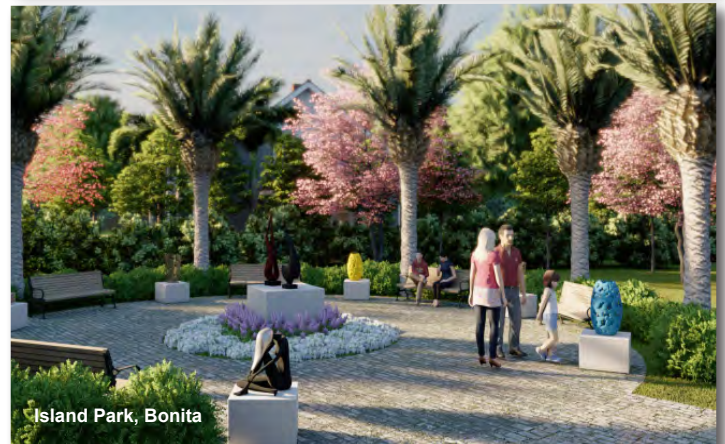
Being able to see what a project can look like before it is built is a powerful development and marketing tool. The next layer of the 3D Conceptualization is to create short movies going through the model. Within a VR World, a Walk Through or Fly Over video can make the project come to life as an immersive experience for the viewer.

The highest possible degree of design realism, makes it an effective marketing tool that attracts consumers and leads to great satisfaction among end-users. Videos can show the changes over time in the site thus highlighting how the project can be utilized in both day and night.

At Hole Montes, Inc., we also have the capacity to create these VR Simulations for any project.



Hideout Estates



Island Park, Bonita

VR Simulation Services:

- Walk Through Tours
- Project Fly Over
- Day to Night
- Simulated Weather
- TV Commercial Spots



MASTER SIGNAGE PROGRAM & DESIGN
Professional Services Agreement | January 18, 2023



Oak Hammock Office Park
6200 Whiskey Creek Drive
Fort Myers, Florida 33919
P: (239) 985-1200 | F: (239) 985-1259
HoleMontes.com | HMEng.com

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT is made between HOLE MONTES, INC. (HM) and

Client: River Ridge Community Development District
Wrathell, Hunt, & Associates, LLC
Contact: C/O Eric Long, CAM
Address: 9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

Project: Pelican Sound Master Signage Plan
Phase (If Applicable): N/A
Date: January 20, 2023
Description: Site Enhancement Plans (SEP)

Services covered by this AGREEMENT will be performed in accordance with the attached GENERAL PROVISIONS, scope of work, and any other attachments or schedules. This AGREEMENT represents the entire AGREEMENT between the CLIENT and HM and supersedes all prior written and/or oral understandings. The AGREEMENT may only be modified by a written amendment executed by both parties.

General Provisions: See Attached Exhibit 'A'
Scope of Services: See Attached Exhibit 'B'
Fee Rate Schedule: See Attached Exhibit 'C'
Schedule of Professional Fees: See Attached Exhibit 'D'
Time of Completion: TBD

Signatures of the parties below confirm execution of this AGREEMENT.

APPROVED FOR CLIENT

By _____
(Signature)

(Printed)

Title _____

Date _____

ACCEPTED FOR HM

By _____
(Signature) 

William E. Prysi, PLA, ASLA
(Printed)

Title Vice President, Landscape Architecture

Date January 20, 2023

EXHIBIT A

GENERAL PROVISIONS

1. AUTHORIZATION TO PROCEED

Execution of this AGREEMENT by the CLIENT AND HM will be authorization for HM to proceed with the work, unless otherwise provided for in this AGREEMENT. Any Purchase Order used to authorize work will automatically include and be subject to these General Provisions.

2. STANDARD OF CARE

The standard of care applicable to HM's services will be the degree of skill and diligence normally employed by professional engineers, landscape architects, or consultants performing similar services at the same time, in the same locale, and under similar circumstances. The CLIENT agrees that services provided will be rendered without any other warranty, expressed or implied.

3. CLIENT RESPONSIBILITIES

CLIENT shall provide full information as to CLIENT's requirements for the project; examine and respond promptly to HM submissions and give prompt written notice to HM of any apparent defect in the work. CLIENT shall furnish any previous information on the project including subsurface explorations; soil borings; laboratory tests; environmental assessments and impact statements; property boundary, easement, right-of-way, topographic, vegetation, and utility surveys, architectural drawings (building elevations and floor plans); property descriptions; zoning and deed restrictions. CLIENT shall provide access for HM to enter upon the property. CLIENT shall pay all permits/approval fees charged by agencies. If more than one prime contractor is to be awarded for construction, CLIENT shall designate a party to have responsibility and authority for coordinating activities for the various prime contractors.

4. PAYMENT TO HM

HM will submit monthly invoices for services rendered and expenses incurred. The invoices will be based upon HM's total services completed at the time of billing. The CLIENT shall make payment within 30 days in response to HM's monthly invoice. Successive invoices may include interest charges of 1½ % per month on unpaid balances. In addition, HM may, after giving 7 days written notice to CLIENT, suspend services under this Agreement until HM has been paid in full all amounts due for services, expenses and charges. CLIENT agrees to pay all charges including attorney's fees involved in collection of unpaid balances. HM's fixed fees attached shall be valid for a period of two years from the date of the Agreement after which any remaining balance for work not yet completed shall be subject to annual increases. HM's rate schedule attached shall be valid for a period of one year after the date of this Agreement after which it shall be subject to annual increases. HM's fees and Reimbursables quoted herein do not include permits, application or review fees required by governmental agencies.

5. ADDITIONAL SERVICES

Services performed by HM that do not fall into the category of normal and customary engineering or landscape architectural services or that are not specifically listed in the attached Scope of Services will be considered ADDITIONAL SERVICES which will require payment of additional compensation to HM. ADDITIONAL SERVICES shall also include services resulting from significant changes in the scope, extent or character of the project; furnishing services of independent consultants other than as specifically outlined herein; services during other out of town travel other than visits to the site; preparing for or serving as a consultant or witness in any litigation, arbitration or other legal or administrative proceeding; services in connection with work directive changes and change orders requested by client; services resulting from significant delay, in construction of the project; and acceleration of the project schedule involving services beyond normal working hours.

6. REIMBURSABLES

"Reimbursables" mean the actual expenses incurred by HM or its consultants directly or indirectly in connection with the Project, such as expenses for: transportation and subsistence incidental thereto; obtaining bids or proposals from Contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and telegrams; reproduction of reports, Drawings, Specifications, Bidding Documents and similar Project-related items; and if authorized in advance by CLIENT, overtime work requiring higher than regular rates.

7. TIMES OF COMPLETION

The estimated times of completion for the work set forth herein can vary due to factors beyond the HM control. Times shown begin with CLIENT's authorization to HM to begin work to submittal of documents to governmental agencies for permits or approvals (unless otherwise noted). Governmental Agency review times are not included.

8. CERTIFICATIONS

For any matter related to or arising out of the Agreement, during the term hereof or thereafter, should HM, orally or in writing (and whether with or without seal), use the word(s) "certify," "certifies," "certified," "certifying," "certificate" or "certification," such word(s) shall mean a statement by HM representing that such services have been performed by HM and based upon HM's knowledge, information and belief, such services have been performed in accordance with commonly accepted procedures consistent with applicable standards of practice, and such word(s) are not a guarantee or warranty, either expressed or implied that the services are free from all faults.

9. OPINIONS OF COST

Cost estimates and Project economic evaluations provided by HM are opinions based on experience and judgment. Since HM has no control over market conditions or bidding procedures, HM cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions.

10. HAZARDOUS WASTE AND RELATED SERVICES

It is not within the Scope of HM's services to discover, investigate, examine or otherwise handle in any way any pollutants, toxic substances, asbestos or other hazardous wastes. In view of the uncertainties involved with environmental problems, the risks of claims against HM, and the unavailability of adequate and affordable liability insurance, and in order to induce HM to execute this AGREEMENT and provide services to the CLIENT, CLIENT agrees to and does hereby indemnify, defend and hold harmless HM, its officers, directors, employees and agents from all liability, for any claims involving pollutants, toxic substances, asbestos or other hazardous wastes, as defined by State or Federal law arising out of HM's performance of this Agreement, and from all losses, costs and expenses, including reasonable attorney's fees, resulting from such claims up to the sum of Ten Million Dollars.

11. USE OF DOCUMENTS

The CLIENT agrees that HM's services are on behalf of, and for the exclusive use of, the CLIENT for this Project and that all documents furnished to the CLIENT are instruments of service and shall be utilized solely for this Project. Any reuse without written verification or adaptation by HM for other than the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to HM or HM's independent consultants. CLIENT shall indemnify and hold harmless HM and HM's independent consultants from all claims, damages, losses and expenses including all attorneys' fees arising from such reuse.

12. LIMITATION OF LIABILITY

To the maximum extent permitted by law, the CLIENT agrees to limit HM's total liability for all claims arising out of any work performed by HM for the CLIENT to the total compensation paid to HM under this AGREEMENT. The CLIENT agrees not to personally charge any employee, Officer, Director, or Agent of HM with any liability arising out of the performance of this AGREEMENT.

13. TERMINATION

The obligation to provide further services under this AGREEMENT may be terminated by the CLIENT for cause and by HM in the event of failure by the CLIENT to perform in accordance with the terms thereof. Such termination by either party requires 7 days written notice. In the event of termination, HM shall be paid for services rendered to date of termination.

14. DISPUTE RESOLUTION

The CLIENT and HM agree that all disputes between, arising out of, or relating to, this AGREEMENT shall first be submitted to non-binding mediation, pursuant to Section 44.102, Florida Statutes.

15. SEVERABILITY AND REFORMATION

Any provision of this AGREEMENT held to be void or unenforceable shall be, if possible, reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision. All remaining provisions shall continue to be valid and binding.

16. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Florida and venue for any dispute shall be proper in Collier County, Florida.

17. SUCCESSORS AND ASSIGNS

CLIENT and HM hereby bind their partners, successors, executors, administrators, legal representatives, with respect to all covenants, agreements and obligations of this Agreement. Neither CLIENT nor HM shall assign, sublet or transfer any rights under or interests in this Agreement without the written consent of the other, except as mandated or restricted by law. Unless specifically stated to the contrary in writing, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent HM from employing such independent professional associates and consultants as HM may deem appropriate to assist in the performances of the services required for the project. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than CLIENT or HM, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of CLIENT and HM and not just for the benefit of any other party.

EXHIBIT B SCOPE OF SERVICES

ASSUMPTIONS & EXCLUSIONS:

1. The Pelican Sound Master Signage Plan project is located in Estero, Florida off US-41.
2. Any other assumptions specific to the project
3. The following services are specifically excluded from this agreement:

Geotechnical Engineering Services	Legal Services
Electrical Engineering Services	Environmental Services
Hydrogeological Services	Fountain or Pool Engineering and Permitting Services
Transportation Engineering Services	Construction Permitting
Hydraulic Engineering Design (Pool / Water Feature Engineering)	

A. DESIGN PROCESS | CONSTRUCTION DOCUMENTS

01. Project Coordination and Design

HM will meet with the CLIENT to establish design and budget parameters. HM will be available to meet or conference call with the CLIENT and/or any additional consultants at their request. HM will also be available to make any presentations to the Community or related Boards during the course of work on this project as requested. If regular 'Team Meetings' are desired through the course of the project or if specific milestone meetings are necessary, that time will be invoiced on an accrued hourly basis.

02. Graphic Support Services

HM will provide graphic support services including rendered site plans, aerial composite renderings/perspectives, plan enlargements, cross-sections, Digital Presentations, and/or 3D digital imaging (virtual reality) perspectives. HM will provide these services as applicable for each of the Design Tasks noted below. HM will also provide all and any needed graphic elements or presentations as may be essential for the Village of Estero Board Meetings.

Deliverables will be included in the relative tasks they have been prepared for unless specifically requested otherwise or in addition to those defined per scope.

03. Schematic Design Phase (30% Construction Documents)

Based on the site civil base AutoCAD files acquired for the project that includes all the necessary site information pertinent to the preparation of design documents such as: property and easement information; sign footprints and other structural components; site configuration & relative area elements including roads, parking, entries, and service areas as relevant; and all relative utilities and stormwater management areas, HM will work with the CLIENT in designing and developing the proposed signage improvements to determine the best physical and spatial relationships as requested or to best utilize the site and to satisfy the CLIENT. At this stage, HM will utilize 3D conceptualization to illustrate each design form in a general perspective format (Task A.02).

For the purposes of code compliance and design parameters defined in previous or subsequent tasks, Schematic Designs will include conceptual planning and design of all design program elements. HM will generate the schematic designs of the applicable signage components responsive to the CLIENT'S' design and budget expectations. HM will prepare an Opinion of Probable Cost Estimate for the design program being implemented at this stage. HM will meet with the CLIENT to review the schematic design documents and estimates for approval and subsequent document preparation.

Deliverables included will be full schematic designs of the elements proposed in plan and 3D perspective formats along with an estimated opinion of probable cost. HM will come up with at least 2 different concepts to choose from.

04. Design Development Phase (60% Construction Documents)

Upon completion of the Schematic Design Phase, HM will meet with the CLIENT in an effort to capture the CLIENT'S feedback on the schematic designs presented and their needs for the project to review the site designs and to receive comments. HM will work with the CLIENT in effort to finalize the selected signage design including finished site plan, general material selection, material lists, and hardscape elevations or sketches.

Deliverables included will be refined design development documents of the signage elements, an initially formatted PowerPoint template for Board, Community, and Village presentations for review.

05. Final Review & Construction Document Preparation (90-100% Construction Documents)

Upon completion of the Design Development Phase, HM will meet with the CLIENT to review the signage designs and to go over all feedback that may be relevant to their final design & completion. Upon the CLIENT'S approval of the design documents and response to conditions by review and/or code, HM will prepare the near Final Construction Documents (90%) in sufficient detail to articulate the final disposition of all design elements defined. HM will also finalize all 3D depictions of the sign designs at this stage for use in further public presentations (Task A.02).

90% Documents will be in sufficient detail to complete the work described including plans, schedules (alternates where applicable), details and specifications. HM will also provide an Order of Magnitude Cost Estimate for the design elements documented. *CLIENT directed changes after this stage will be considered as additional services.* Upon the CLIENT's review and final comment,

HM will prepare the Final Construction Documents (100%) for solicitation of bids. Services for the development of the construction documents noted herein are broken down as follows:

Task No. A.05.a:	Includes Hardscape Elements Only
Task No. A.05.b:	Includes Landscape Elements Only
Task No. A.05.c:	Includes Irrigation System Elements (Not Included)
Task No. A.05.d:	Structural Engineering Services for Hardscape Construction and Permitting Only

B. VILLAGE PERMITTING | CODE & COMPLIANCE SERVICES

01. Village of Estero Limited Development Order (LDO)

Upon completion and approval of Phase. A.05, HM will generate the necessary LDO documents required for submittal for development approvals. Specific design elements as they pertain to the code related program at this stage will be developed and included on the permit documents. HM will respond to all and any sufficiency requests by the Village.

02. Presentations to the Planning & Design Review Board (PZB)

The Village of Estero requires two (2) presentation the PZB as part of the Zoning or Variance/Deviation process. HM will prepare for and attend both the required Public Information Meeting and the subsequent Public Hearing to present the information developed by the design team in effort to obtain the necessary zoning approvals. The necessary revisions to the documents between these two meetings are included in the Tasks defined above. Any additional meetings and presentations required by the Village or the PZB will be an additional service to this agreement. Any subsequent required presentations or presence at Village Council Meetings are herein included, however will be invoiced on an hourly basis in addition to the fees indicated for this Task and as part of this Task.

03. Construction Bidding Services

Upon completion of the construction documents, HM will assist the CLIENT and/or Contractor in soliciting competitive bids for construction, Limited to: availability to answer questions and issuing addenda solicited by potential bidders and providing documents. The CLIENT or others shall be responsible for soliciting bids and analysis of bid responses. HM will be available to further assist the CLIENT on an as needed basis as requested as an additional service.

04. Construction Observation Services

Upon the request of the CLIENT/Owner/Contractor, HM will provide periodic visits to the site to assure that the work of the Contractor is in general compliance with the documents generated under this agreement. HM will provide a walk-through at Substantial Completion of the work by the Contractor in effort to generate a punch list of items requiring revision, modification or correction prior to the Owner's issuance of the Final Acceptance of the work by the Contractor.

05. Code Compliance Services

Upon completion of the work, HM will visit the site to review the completion of work relevant to the documents submitted in an effort to determine general compliance of work with the documents as required by local code. A minimum 72-hour (3 working days) notice is required to schedule said site visit. Upon successful review of the work, HM will prepare and submit the necessary documentation to the Village of Estero to certify that the work is in compliance with the approved development order documents. Estimated fees do not include revisions to documents such as as-builts or other CLIENT/Owner changes in the field. HM shall not be responsible for any work product or scheduling of work-related services on site.

The first Site Inspection for Code Compliance Services (Certificate of Compliance) is included in the fees defined herein. Any additional visits determined to be necessary due actions by the Contractor or Owner shall be billed as additional services and at the rates defined by the Fee Schedule (Exhibit 'B') or as duplicates of the noted fees herein. Multi-phase applications shall normally be billed the fee defined per Certification submitted.

For this Task execution HM does not at any time act in the capacity of the Owner's Representative. The Services herein defined are solely for the purposes defined in effort to obtain a Certificate of Compliance from the local jurisdictional agency. All other services are specifically excluded.

D. REIMBURSIBLES

Expenses for printing, reproduction services, overnight deliveries, courier services, and other professional related charges will be invoiced at cost plus fifteen percent (15%)

**EXHIBIT C
 PROFESSIONAL FEE SCHEDULE**

PROFESSIONAL STAFF & OFFICE PERSONNEL	BILLABLE RATE PER HOUR
Senior Principal Engineer IX	\$240.00 / HR
Principal Engineer VIII	\$220.00 / HR
Engineer VII	\$205.00 / HR
Engineer VI	\$190.00 / HR
Engineer V	\$175.00 / HR
Engineer IV	\$160.00 / HR
Engineer III	\$145.00 / HR
Engineer II	\$135.00 / HR
Engineer I	\$115.00 / HR
Project Manager	\$165.00 / HR
Senior Environmental Operations Specialist	\$160.00 / HR
Environmental Operations Specialist	\$135.00 / HR
Senior Structural Engineer	\$220.00 / HR
Structural Engineer	\$190.00 / HR
Permitting Coordinator	\$100.00 / HR
Senior Designer	\$140.00 / HR
Designer	\$125.00 / HR
Senior Contract Administrator	\$140.00 / HR
Contract Administrator	\$120.00 / HR
Senior Clerical/Administrative Assistant	\$100.00 / HR
Clerical/Administrative Assistant	\$80.00 / HR
Information Technology Support	\$150.00 / HR
Construction Field Representative	\$105.00 / HR
Landscape Architecture Director	\$185.00 / HR
Landscape Architect IV	\$170.00 / HR
Landscape Architect III	\$135.00 / HR
Landscape Architect II	\$120.00 / HR
Landscape Architect I	\$105.00 / HR
Graphic Specialist	\$115.00 / HR
Principal Planner	\$220.00 / HR
Planning Director	\$155.00 / HR
Senior Planner	\$175.00 / HR
Planner II	\$155.00 / HR
Planner I	\$135.00 / HR
Permitting Coordinator	\$110.00 / HR
Principal Surveyor	\$190.00 / HR
Senior Surveyor	\$175.00 / HR
Surveyor	\$155.00 / HR
4-Person Survey Crew	\$205.00 / HR
3-Person Survey Crew	\$185.00 / HR
2-Person Survey Crew	\$165.00 / HR
GPS Operator	\$115.00 / HR
Technician IV	\$90.00 / HR
Technician III	\$80.00 / HR
Technician II	\$70.00 / HR
Technician I	\$60.00 / HR
Expert Witness	\$350.00 / HR
Subcontractors	Cost + 15%
Out-of-Pocket Expenses	Cost + 15%

This Fee Schedule is effective for 1-Year from the execution date of this Agreement

EXHIBIT D
SCHEDULE OF PROFESSIONAL FEES

SCOPE OF SERVICES	FEE TYPE	FIXED/ESTIMATED FEE
PHASE A DESIGN PROCESS CONSTRUCTION DOCUMENTS		
01. Project Coordination and Design	Estimated	\$1,500.00
02. Graphic Support Services	Estimated	\$5,000.00
03. Schematic Design Phase (30% CDs)	Fixed	\$3,500.00
04. Design Development Phase (60% CDs)	Fixed	\$5,000.00
05. Final Construction Documents (90-100% CDs)		
05.a Landscape Elements	Fixed	\$1,500.00
05.b Hardscape Elements	Fixed	\$8,850.00
05.c Irrigation Elements	Fixed	Not Included
05.d Structural Engineering	Fixed	\$3,500.00
TOTAL FEES		\$28,850.00
PHASE B VILLAGE PERMITTING CODE & COMPLIANCE SERVICES		
01. Village of Estero Limited Development Order	Fixed	\$3,000.00
02. Presentations to the Village Review Board	Fixed	\$2,250.00
03. Construction Bidding Services	Estimated	\$1,500.00
04. Construction Observation Services	Estimated	\$1,500.00
05. Code Compliance Services	Fixed	\$1,500.00
TOTAL FEES		\$9,750.00
PHASE D REIMBURSIBLES		
01. Project Related Expenses	Cost + 15% / Est.	\$350.00
TOTAL FEES		\$350.00

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ENGINEERS | LANDSCAPE ARCHITECTS | PLANNERS | SURVEYORS



FORT MYERS

6200 Whiskey Creek Dr.
Fort Myers, FL 33919
239.985.1200



NAPLES

950 Encore Way
Naples, FL 34110
239.254.2000

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2022**

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2022**

	General Fund	Special Revenue Fund	Series 2022A Note	Series 2022B Note	Total Governmental Funds
ASSETS					
Cash					
SunTrust					
Operating	\$ 762,660	\$ -	\$ -	\$ -	\$ 762,660
Loan account 2019	-	75,316	-	-	75,316
SRF - Pelican Sound	-	209,628	-	-	209,628
Series 2022A note	-	-	72,835	-	72,835
Series 2022B note	-	-	-	391,760	391,760
Florida Community Bank					
Note reserve 2016	-	10,001	-	-	10,001
Note reserve 2019	-	10,001	-	-	10,001
Due from general fund	-	533,669	-	-	533,669
Total assets	<u>\$ 762,660</u>	<u>\$ 838,615</u>	<u>\$ 72,835</u>	<u>\$ 391,760</u>	<u>\$ 2,065,870</u>
LIABILITIES					
Liabilities					
Accounts payable	\$ 10,930	\$ 19,709	\$ -	\$ 191,732	\$ 222,371
Due to SRF - Pelican Sound	533,669	-	-	-	533,669
Total liabilities	<u>544,599</u>	<u>19,709</u>	<u>-</u>	<u>191,732</u>	<u>756,040</u>
FUND BALANCE					
Assigned					
Working capital	59,565	271,120	-	-	330,685
Restricted for					
Debt service	-	-	72,835	200,028	272,863
Unassigned	158,496	547,786	-	-	706,282
Total fund balance	<u>218,061</u>	<u>818,906</u>	<u>72,835</u>	<u>200,028</u>	<u>1,309,830</u>
Total liabilities and fund balance	<u>\$ 762,660</u>	<u>\$ 838,615</u>	<u>\$ 72,835</u>	<u>\$ 391,760</u>	<u>\$ 2,065,870</u>

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 108,333	\$ 119,187	\$ 237,510	50%
Interest & miscellaneous	2	7	750	1%
Total revenues	<u>108,335</u>	<u>119,194</u>	<u>238,260</u>	50%
EXPENDITURES				
Administrative				
Supervisors	1,076	2,153	10,918	20%
Management/accounting	4,284	12,852	51,408	25%
Audit	-	-	7,100	0%
Special assessment preparation	-	-	6,500	0%
Legal fees	-	845	10,000	8%
Engineering	-	-	10,000	0%
NPDES reporting filing	700	700	13,000	5%
Telephone	33	100	400	25%
Postage	30	168	1,000	17%
Insurance	-	7,480	7,800	96%
Printing & binding	62	187	750	25%
Legal advertising	-	482	1,000	48%
Contingencies	13	46	3,880	1%
Subscriptions & memberships	-	175	175	100%
Website maintenance	-	-	705	0%
ADA website compliance	-	-	210	0%
Property taxes	9	9	-	N/A
Total administrative	<u>6,207</u>	<u>25,197</u>	<u>124,846</u>	20%
Field services				
Other contractual - field management				
Q & A	217	650	2,601	25%
Contingencies	-	-	1,000	0%
Other contractual	-	-	40,000	0%
Street lighting	316	631	4,500	14%
Plant replacement	-	-	4,000	0%
Debt service (prin & int) 2022 note	-	-	19,500	0%
Street sweeping	1,350	1,350	15,000	9%
Roadway repairs	-	-	2,500	0%
Aquascaping	-	2,270	20,000	11%
Total field services	<u>1,883</u>	<u>4,901</u>	<u>109,101</u>	4%

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Other fees and charges				
Property appraiser	-	-	1,725	0%
Tax collector	-	2,278	2,588	88%
Total other fees and charges	-	2,278	4,313	53%
Subtotal expenditures: general	<u>8,090</u>	<u>32,376</u>	<u>238,260</u>	14%
Net change in fund balances	100,245	86,818	-	
Fund balances - beginning				
Unassigned	117,816	131,243	108,879	
Fund balances - ending				
Assigned				
Working capital	59,565	59,565	59,565	
Unassigned	158,496	158,496	49,314	
Fund balances - ending	<u>\$ 218,061</u>	<u>\$ 218,061</u>	<u>\$ 108,879</u>	

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES:
SPECIAL REVENUE FUND - PELICAN SOUND PROGRAM
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: Pelican Sound	\$ 494,523	\$ 533,669	\$ 1,083,981	49%
Interest & miscellaneous: Pelican Sound	7	23	500	5%
Total revenues	<u>494,530</u>	<u>533,692</u>	<u>1,084,481</u>	49%
EXPENDITURES				
Professional services				
Audit	-	-	3,400	0%
Legal	-	-	5,000	0%
Engineering	8,737	8,737	20,000	44%
Contingencies	49	145	600	24%
Total professional services	<u>8,786</u>	<u>8,882</u>	<u>29,000</u>	31%
Other contractual				
Field management	417	1,250	5,000	25%
Lake/wetland	9,681	23,274	101,000	23%
Drainage pipe annual inspection and cleaning	875	875	50,000	2%
Drainage pipe repair	-	-	100,000	0%
Lake bank remediation	-	-	50,000	0%
2019 Note - capital outlay	-	3,398	90,000	4%
Debt service (prin & int) 2022 note	-	-	370,500	0%
Roadway RM/traffic calming	-	40,944	35,000	117%
Aeration repair	-	988	-	N/A
Contingencies	-	-	50,000	0%
Total other contractual	<u>10,973</u>	<u>70,729</u>	<u>851,500</u>	8%
Total expenditures	<u>19,759</u>	<u>79,611</u>	<u>880,500</u>	9%
OTHER FINANCING SOURCES				
Transfer out	-	(26,725)	-	N/A
Total other financing sources	<u>-</u>	<u>(26,725)</u>	<u>-</u>	N/A
Net change in fund balances	474,771	427,356	203,981	
Fund balances - beginning				
Unassigned	344,135	391,550	327,516	
Fund balances - ending				
Assigned				
Working capital	271,120	271,120	271,120	
Unassigned	547,786	547,786	260,377	
Fund balances - ending	<u>\$ 818,906</u>	<u>\$ 818,906</u>	<u>\$ 531,497</u>	

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES:
SPECIAL REVENUE FUND - SERIES 2022A
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year to Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES		
Debt Service		
Interest expense	<u>-</u>	<u>11,890</u>
Total debt service	<u>-</u>	<u>11,890</u>
Other contractual		
Capital outlay	<u>-</u>	<u>176,804</u>
Total other contractual	<u>-</u>	<u>176,804</u>
Total expenditures	<u>-</u>	<u>188,694</u>
OTHER FINANCING SOURCES		
Transfer in	<u>-</u>	<u>11,890</u>
Total other financing sources	<u>-</u>	<u>11,890</u>
Net change in fund balances	-	(176,804)
Fund balances - beginning		
Unassigned	72,835	249,639
Fund balances - ending		
Unassigned	<u>72,835</u>	<u>72,835</u>
Fund balances - ending	<u>\$ 72,835</u>	<u>\$ 72,835</u>

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES:
SPECIAL REVENUE FUND - SERIES 2022B
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year to Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES		
Debt Service		
Interest expense	<u>-</u>	<u>14,835</u>
Total debt service	<u>-</u>	<u>14,835</u>
Other contractual		
Capital outlay	<u>191,732</u>	<u>374,287</u>
Total other contractual	<u>191,732</u>	<u>374,287</u>
Total expenditures	<u>191,732</u>	<u>389,122</u>
OTHER FINANCING SOURCES		
Transfer in	<u>-</u>	<u>14,835</u>
Total other financing sources	<u>-</u>	<u>14,835</u>
Net change in fund balances	(191,732)	(374,287)
Fund balances - beginning		
Unassigned	391,760	574,315
Fund balances - ending		
Unassigned	<u>391,760</u>	<u>200,028</u>
Fund balances - ending	<u>\$ 200,028</u>	<u>\$ 200,028</u>

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
DECEMBER 2022**

6:33 PM
01/17/23

River Ridge CDD
Check Register
December 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	DD	12/16/2022	ROBERT SCHULTZ {Employee}	151.002 · Suntrust Operating Account		-184.70
				511.00 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	12/16/2022	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	12/16/2022	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	DD	12/16/2022	ROBERT TWOBMLY	151.002 · Suntrust Operating Account		-369.40
				511.00 · Supervisor's Fees	-369.40	369.40
TOTAL					-369.40	369.40

River Ridge CDD - Pelican Sound Program

FY 2023 Operations Financial Impact Analysis

1.24.23

<u>Operations Account</u>	Budget	Actual	Planned	Variance	
				<u>FY 2023</u>	
Drainage Pipe Annual Inspections & Cleaning	\$ 45,000	\$ -		\$ 50,000	
Drainage Pipe Repair	\$ 100,000	\$ -	\$ 39,900	\$ 100,000	
Roadway RM/traffic calming	\$ 35,000	\$ 76,751	\$ 35,000	\$ (41,751)	Sidewalk Repairs/Curbs/asphalt
Lake Bank Remediation/Dry Retention Enhance	\$ 50,000	\$ -	\$ 2,275	\$ 50,000	Cord Grass Trimming
Lake/Wetland	\$ 101,000	\$ -	\$ 84,564	\$ 101,000	Contract L/W Maintenance and Nano Bubbler Lease (H1-A, H1-B & E7-A)
				\$ 259,249	Against an unassigned Fund Balance of \$123,340.00

<u>Contingencies</u>	Budget	<u>Actual</u> <u>Expense</u>	<u>Planned</u> <u>FY 2023</u>	Variance	
				<u>FY 2023</u>	
	\$50,000.00	\$0.00		\$0.00	
				<u>\$50,000.00</u>	Unencumbered

River Ridge Breakdown January 24, 2023

Summary:

Drainage Pipe Annual Inspection & Cleaning Projects:

- Lykins Sign-Tek – Outfall Structure Painting

Drainage Pipe Repair:

- MRI Underwater – May/June 2023 Repair Projects (approved 5/24/22 by the Board)
 1. CB103 – 6” crack in 18” Pipe - \$12,850.00
 2. CB213 – Replacement of 2 grates - \$1,850.00
 3. CB132 – Sink hole around box – \$1,200.00
 4. CB104 & CB105 – Replacement of riser on man-hole - \$2,800.00
 5. CB96 – Crack at first two sections of Pipe; replacing two, eight foot sections of the pipe - \$10,000.00
 6. CB4 – Lining the pipe due to pipe broken - \$11,200.00

Roadway Maintenance & Traffic Calming:

- Collier Paving – October \$63,744.00 (Sidewalk/Grinding/Valley Gutter Curbs/Roots/& Asphalt)
- Collier Paving – January - \$3,467.25 (Sidewalk Replacement)
- Lykins Sign-Tek - Hurricane Ian Sign Repairs/Replacements - \$9,540.00

Lake Bank Remediation/Dry Retention Enhance:

- Solitude Lake Management – November – Cord Grass Trimming Along River Course #4, #6 - #8 - \$2,275.00

Lake/Wetland:

- Current Contract - \$69,060.00
- Nano Bubblers Lease Equipment - \$15,504.00 (H1-A, H1-B & E7-A)

Contingencies:

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT
MINUTES OF MEETING
RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the River Ridge Community Development District held a Regular Meeting on December 13, 2022 at 1:00 p.m., at the Golf Clubhouse (Lakeview Room), 4561 Pelican Sound Boulevard, Estero, Florida 33928, via Zoom at <https://us02web.zoom.us/j/82086246862> and telephonically at 1-929-205-6099, Meeting ID: 820 8624 6862 for both.

Present were:

Bob Schultz	Chair
Terry Mountford	Vice Chair
Robert Twombly	Assistant Secretary
Jim Gilman	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Tony Pires	District Counsel
Charlie Krebs	District Engineer
Eric Long	PSGRC General Manager
Ean Sims (via telephone)	SOLitude Lake Management (SOLitude)
Ed Nowak	Resident
Shari Perkins	Resident
Al Dougherty (via Zoom)	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 1:00 p.m. Supervisors Schultz, Mountford, Twombly and Gilman were present. Supervisor Blumenthal was not present.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items (5 minutes per speaker)

Resident Ed Nowak expressed dissatisfaction with the Stormwater Management System Analysis Report. In his opinion, recent stormwater management system modifications created significant problems in Pinehurst. He took exception with statements in the Report that the stormwater management system is working perfectly. He felt that problems resolved in The

43 Masters were transferred to Pinehurst and Pinehurst did not have flooding in prior years like it
44 did following Hurricane Ian. He noted that street signs and road signs damaged during Hurricane
45 Ian still need to be repaired and/or replaced.

46 Resident Shari Perkins expressed concern about standing water on Pinehurst due to the
47 continued high-water table.

48 Resident Al Doherty is concerned about off-site water from The Meadows entering the
49 Pelican Sound water management system. He asked if the volume of incoming off-site water is
50 equal to or less than the system was designed to manage and, if it is more, what is being done to
51 accommodate those changes. He stated he observed weir structures blocked by Brazilian pepper
52 and debris and suggested that routine and annual maintenance are needed. He stated the
53 roadway grates are susceptible to debris and, in his opinion, during storm events crews should
54 keep inlets clear of debris as long as it is safe for them to do so. He for the allowable level of
55 water that can build up in the street and requested data and a maintenance plan for before and
56 after storms. He believes the outfall by The River Club, into the channel, is covered by vegetation
57 and opined that the system needs to be opened up and South Florida Water Management District
58 (SFWMD) consulted, if necessary. He thanked the Board and Staff for their work for the CDD.

59

60 **THIRD ORDER OF BUSINESS**

Update: SOLitude Lake Management, LLC

61

62 This item was presented following the Fifth Order of Business.

63

64 **FOURTH ORDER OF BUSINESS**

Administration of Oath of Office to Elected Supervisors James Gilman [SEAT 1] and Bob Schultz [SEAT 2] (the following will be provided in a separate package)

65

66

67

68

69 Mrs. Adams, a Notary of the State of Florida and duly authorized, administered the Oath
70 of Office to Mr. Gilman and Mr. Schultz. Both were already familiar with the following:

71 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

72 **B. Membership, Obligations and Responsibilities**

73 **C. Financial Disclosure Forms**

74 **Form 1: Statement of Financial Interests**

75 **Form 1X: Amendment to Form 1, Statement of Financial Interests**

76 **Form 1F: Final Statement of Financial Interests**

77 D. Form 8B: Memorandum of Voting Conflict

78

79 FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-01,
Designating Certain Officers of the District,
and Providing for an Effective Date

80

81

82

83 Mrs. Adams presented Resolution 2023-01. Mr. Gilman nominated the following slate:

84 Chair Bob Schultz

85 Vice Chair Terry Mountford

86 Secretary Chesley (Chuck) E. Adams, Jr.

87 Assistant Secretary James Gilman

88 Assistant Secretary Kurt Blumenthal

89 Assistant Secretary Robert Twombly

90 Assistant Secretary Craig Wrathell

91 No other nominations were made. Prior appointments by the Board for Treasurer and
92 Assistant Treasurer remain unaffected by this Resolution.

93

94 **On MOTION by Mr. Gilman and seconded by Mr. Twombly, with all in favor,**
95 **Resolution 2023-01, Designating Certain Officers of the District, as nominated,**
96 **and Providing for an Effective Date, was adopted.**

97

98

99 SIXTH ORDER OF BUSINESS

Discussion/Update: Hurricane Ian Street
Sign Repairs

100

101

102 This item was presented later in the meeting.

103

104 SEVENTH ORDER OF BUSINESS

Continued Discussion/Update: Stormwater
Management System Analysis

105

106

- 107 • Letter from Shari Perkins, Pinehurst Neighborhood Association

108 Mr. Krebs discussed the letter from Ms. Perkins and his responses. He noted the following:

- 109 ➤ Regarding off-site water, the SFWMD does not measure water volume; control structures
110 are permitted and verified to be constructed according to the permit and within system
111 tolerances.

112 ➤ The commercial area and The Meadows are part of the Pelican Sound water management
113 system. When there is a question about whether the system is working correctly, SFWMD
114 inspects to ensure that the banks are not eroded and the control structure is in compliance
115 according to the permit. As far as he is aware, the control structures are in compliance with the
116 permit and the CDD is accepting water from the commercial area and The Meadows, as intended.

117 ➤ Regarding water draining into Pinehurst, WCI made a revision in 2001 to divert water
118 south of Pelican South Boulevard to the Florida Power & Light (FPL) easement to resolve other
119 water management issues.

120 Mr. Krebs stated the hurricane was a 100-year event; there is no restriction on how much
121 water can enter or exit the system based on a hurricane. He believes that roads are designed so
122 that they do not hold 5½" of water for more than 24 hours; a 25-year storm might bring 11" and
123 a 100-year storm might bring 14". The roads are designed to be completely underwater for up to
124 12 days, in extreme cases. He and Mr. Long examined the weirs and inlets on foot and by boat
125 before the storm and, from his understanding, there was debris and storm surge, which reduced
126 dry retention volume.

127 Referring to a map, Mr. Krebs explained drainage flow in various locations.

128 Potential remedies, computer modeling limitations, ways to restrict water, water flow,
129 pre-storm inspections and summer rain conditions were discussed.

130 Mr. Krebs noted that multiple rains tax the system and waters might not drain within 12
131 days if they are above control when more rain is received. Two 100-year storms occurred back
132 to back within one week of each other and stated the flooding in Pinehurst was not equal to
133 conditions suffered in The Masters, where roads were still underwater after several days.

134 Mr. Krebs stated water management is a matter of balancing; while standing water is an
135 eyesore, it is not flooding a home.

136 Mr. Dougherty expressed his opinion that the stormwater system needs additional
137 maintenance and cleaning and evaluation of off-site water management.

138 Mr. Krebs and Mrs. Adams discussed ongoing maintenance work completed by the lake
139 and wetland contractor, MRI Underwater Solutions (MRI), including quarterly treatment and dry
140 retention flow way cleaning and the FPL drainage ditch and post-storm inspections and cleanup.

141 Mrs. Adams stated additional hurricane cleanup bids are pending.

142 Mr. Krebs noted that the CDD is not permitted to maintain or perform clearing in
143 conservation areas and wetlands, aside from debris in flow ways into the conservation areas.

144 Mr. Dougherty expressed his belief that the conservation easement should be amended.

145 Mr. Krebs stated, as far as he knows, the weir into the wetlands is not backing up; when
146 the CDD approached the SWFMD in the past, requests to remove vegetation were denied unless
147 it is on the perimeter and a physical danger, property threat or danger to public health.

148 Mr. Dougherty expressed his opinion that the issue should be pushed with SFWMD.

149 Mr. Schultz stated Staff will address the issues.

150 Mr. Krebs stated the CDD's system ends at the control structure that discharges into the
151 wetlands; the CDD wanted it that way to preserve those wetlands.

152 Discussion ensued regarding natural ditches and flows in the conservation area.

153 Mr. Krebs discussed the wetland and noted that standing water in the wetland does not
154 create a negative impact to the CDD because water can still flow out from the CDD; while trees
155 might be down, a negative impact only exists if water cannot get from the weir to the river. The
156 CDD does not replace or move fallen trees in natural wetland preserve areas.

157 A Board Member asked if any additional property drains into the CDD.

158 Mr. Krebs stated everything that currently flows into the CDD is permitted, with the
159 exception of the only undeveloped parcel on the north side, which flows toward the entrance on
160 US 41. Any storm more severe than a 25-year storm can allow water to enter the property due
161 to permit limitations so, during such a storm, Koreshan State Park might flood the community
162 without violating the permit because restrictions do not apply during a 25-year storm event. If
163 the CDD can document flooding from Koreshan State Park following a five-year storm, that might
164 be brought to the attention of SFWMD but it seems that SFWMD will not take action once
165 everyone is experiencing 10" to 15" of rain or a storm surge, such as with a 25-year storm. The
166 intent is to protect homes at the 100-year elevation or higher; water is treated on site up to the
167 25-year level and excess water is allowed to exit without control structure restrictions.

168 Resident Steve Hove echoed Mr. Dougherty's suggestion that the CDD escalate this
169 further with the SFWMD and asked if everything was done to prevent homes from flooding.

170 Mr. Krebs stated the systems are not designed to protect all homes, no matter the
171 circumstances. He discussed routine storm events and those that exceed design criteria, permit

204 Mr. Schultz asked if the proposal includes previously discussed dye at the Island Sound
205 Lake. Mr. Kurth confirmed that the Island Sound Lake dye will be included in the fee.
206

On MOTION by Mr. Twombly and seconded by Mr. Gilman, with all in favor, awarding the Lake and Wetland Maintenance contract to Premier Lakes, Inc., in the amount of \$69,060 for the first year and \$71,136 for the second year, was approved.

211
212

NINTH ORDER OF BUSINESS

Discussion: Preliminary Planning for Gatehouses and Monuments

214
215

216 Mr. Long presented preliminary designs for the guardhouses, gatehouses and
217 monuments. He suggested preparing to contract with a landscape architect in early 2023 to assist
218 in planning, permitting and Zoning Design Board processes. He shared these with the Planning
219 Committee and informed the Pelican Sound Board that these will be planned for the future and
220 that he will accept feedback and address concerns during the design stages.

221 Mr. Long stated the designs pertain to the Williams Road, Main Gate and Corkscrew Road
222 monuments. He suggested including the neighborhood monuments, for purposes of design and
223 permitting, and noted that Pelican Sound would pay for the neighborhood monuments because
224 they are included in the budget.

225 Discussion ensued regarding responsibility for the expense.

226 Mr. Long stated full replacement would be a major capital project falling under the
227 purview of the CDD Board. He will request proposals for consideration and planning purposes.

228 This item would be included on the next agenda.
229

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2022

231
232

• **2022 Operations Financial Impact Analysis**

234 Mrs. Adams presented the Unaudited Financial Statements as of October 31, 2022 and
235 the Financial Impact Analysis Report.

236 Mr. Long discussed the master landscape plan, post-hurricane landscaping and irrigation
237 cleanup and repairs. He will request a final invoice from the landscape architect so adjustments
238 can be made. An inventory will be taken so necessary replacement plants can be requested

239 before warranties expire. Additional landscape enhancements, such as a roadside Clusia hedge,
240 might be added if the budget allows.

241 Regarding the Corkscrew Road roundabout, Mr. Long stated additional sod will be
242 installed in vacant areas, up to the plantings, and cord grass will be installed outside the gate.
243 Additional plantings will be done to address deficiencies.

244 Mr. Long stated the irrigation system improvements are nearly complete; part of the
245 scope to remove satellite boxes is underway. Some enhancements totaling approximately
246 \$65,000, including installation of the weather station, were removed from the scope of work due
247 to budget constraints. Some items might be added back to the scope, as the budget allows.

248 The financials were accepted.

249

250 **ELEVENTH ORDER OF BUSINESS**

**Approval of October 25, 2022 Public
Hearings and Regular Meeting Minutes**

251

252

253 Mrs. Adams presented the October 25, 2022 Public Hearings and Regular Meeting
254 Minutes.

255

**On MOTION by Mr. Gilman and seconded by Mr. Twombly, with all in favor, the
October 25, 2022 Public Hearings and Regular Meeting Minutes, as presented,
were approved.**

256

257

258

259

260

261 • **Active Action and Agenda Items**

262 Item 2: Mr. Long will ask FPL to repair and relocate the downed street light to the new,
263 preferred location.

264 Item 7: Per Mrs. Adams, Dry Retention Area #1 was inspected and an audit review of all
265 dry retention areas and the FPL ditch was performed.

266 Mrs. Adams stated proposals were requested for hurricane cleanup, including on a flow
267 way on River 5 and a possible storm drain to be examined further.

268 This item will be included on the next agenda.

269 Mr. Willis was asked to update the Five-Year Capital Plan and potentially move
270 Stormwater Management forward and forward it to Mr. Twombly.

271 Items 4, 5, 6, 7, 9, 10, 11, 12, 14, 16 and 17 were completed.

272

273 TWELFTH ORDER OF BUSINESS Staff Reports

274

275 A. District Counsel: *Woodward Pires & Lombardo, P.A.*

276 There was no report.

277 B. District Engineer: *Hole Montes, Inc.*

278 There was no report.

279 C. District Manager: *Wrathell, Hunt and Associates, LLC*

280 I. Key Activity Dates

281 The Key Activity Dates List was included for informational purposes.

282 Mr. Schultz stated the annual letter to residents will be sent in February. The draft letter
283 will be sent to Mr. Twombly for review.

284 II. NEXT MEETING DATE: January 24, 2023 at 1:00 P.M. [River Club Conference
285 Center (Sound Room, Second Floor of Fitness Center), 4784 Pelican Sound Blvd.,
286 Estero, FL 33928]

287 • QUORUM CHECK

288 Supervisors Gilman, Schultz, Mountford and Twombly confirmed their in-person
289 attendance at the January 24, 2023 meeting.

290

291 THIRTEENTH ORDER OF BUSINESS Supervisors' Requests and Public
292 Comments (5 minutes per speaker)

293

294 Mr. Twombly expressed concern about spending and voiced his opinion that it is
295 important to focus on repairs rather than cosmetic items.

296 A Board Member asked about two checks issued to Johnson Engineering for the same
297 amount on the same day. Mrs. Adams will research it.

298 "Stormwater Management System Continued Discussion" and "Capital Improvement
299 Projects Discussion" will be included as discussion items on the next agenda.

300

301 FOURTEENTH ORDER OF BUSINESS Adjournment

302

303

304 On MOTION by Mr. Twombly and seconded by Mr. Gilman, with all in favor, the
305 meeting adjourned at 3:01 p.m.

306
307
308
309
310
311

Secretary/Assistant Secretary

Chair/Vice Chair

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

**ACTIVE
ACTION AND
AGENDA
ITEMS**

RIVER RIDGE CDD
ACTIVE ACTION AND AGENDA ITEMS
From 12.13.22 Meeting – for 1.24.23 Agenda

1. **CONTINUING** **ACTION:** Speakers to identify themselves.

2. **ACTION/AGENDA** **10.26.21** Mr. Childers: Follow up regarding a request for Florida Power & Light (FPL) to install a street light at the intersection of Pelican Sound Drive and Southern Hills Drive. **03.22.22** Travis waiting for FPL to return his call. **12.13.22** Mr. Long: Ask FPL to repair and relocate downed street light to the new preferred location. **ONGOING**

3. **ACTION** **12.14.21** PSGRC: Send periodical e-blast communications. **ONGOING**

4. **ACTION** Mr. Dougherty/SOLitude: Perform salinity and golden algae test at Island Sound Lake. **ONGOING**

5. **ACTION** Mr. Long: Continue to send e-blasts that if residents do not adhere to stop signs and if violations increase, the CDD might take action. **ONGOING**

6. **ACTION** Mr. Krebs: Send draft response about the drainage situation being normal to Mr. Adams to coordinate communication to Pinehurst residents. **COMPLETED subsequent to 12.13.22 meeting.**

7. **ACTION** Mrs. Adams: Obtain MRI proposal to install rip rap at Weir #2 in Gleneagles, upon receipt of sketch from Mr. Krebs. **ONGOING**

8. **ACTION** **12.13.22** Mr. Krebs: Present results of biometric study. **ONGOING**

9. **ACTION** **12.13.22** Mr. Krebs: Continue addressing Pinehurst drainage concerns. **ONGOING**

10. **ACTION** **12.13.22** Mr. Sims/SOLitude: Submit a work order for biogenerator repairs and schedule algae treatments for Lake E-4A. **ONGOING**

11. **ACTION/AGENDA** **12.13.22** Mr. Long: Request proposals for gatehouses and monuments. **ONGOING**

12. **ACTION** **12.13.22** Mr. Long: Inventory plants and request replacements before warranties expire. **ONGOING**

13. **ACTION/AGENDA** **12.13.22** Mrs. Adams: Present hurricane cleanup proposals, including on River 5 flow way and a possible storm drain to be examined further. **ONGOING**

14. **ACTION** **12.13.22** Mr. Willis: Update Five-Year Capital Plan & potentially move Stormwater Management forward & email to Mr. Twombly. **ONGOING**

RIVER RIDGE CDD
ACTIVE ACTION AND AGENDA ITEMS
From 12.13.22 Meeting – for 1.24.23 Agenda

- 15. ACTION** **12.13.22** Staff: Draft annual letter to residents, email to Mr. Twombly for review and send letter in February. **ONGOING**
- 16. ACTION** **12.13.22** Mrs. Adams: Research two checks issued to Johnson Engineering for the same amount on the same day. **ONGOING**

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
CI**

RIVER RIDGE CDD

Key Activity Dates

Updated: January 2023

Description	Reference	Submit To	Due Date	MONTH/DATE
FPL and Outfall Ditch	SOP	N/A	Quarterly reviews and maintenance performed as required. Maintenance performed/completed in October.	Jan/May/July/Oct
Bubble-Up Structures located between Gleneagles/Golf Course within the Dry Retention	SOP	N/A	Quarterly reviews and maintenance performed as required. Maintenance performed/completed in October.	Jan/May/July/Oct
Dry Retention River Course #6	SOP	N/A	50% Mowing of Zone 1 completed in the Spring 2022; 50% mowing of Zone 1 will be completed in the Spring 2023; with no mowing in the Spring of 2024.	2022 thru 2024
Dry Retention Cord Grass Trimming	SOP	N/A	Annual Cord Grass trimming was completed November 21, 2022.	10/1/2023
River (8) Tee Box Harvesting & H1-B Canna Lilly trimming	SOP	N/A	Harvesting completed April 22, 2022 & October 19, 2022. Staff to mow Canna Lilly at this location, as well as H1-B (resident side of pond) Completed in October; on an annual basis and may be necessary twice per year.	October/April
Lake & Dry Retention Audit Report	SOP	N/A	Annual inspection and report of all District owned Lakes & Dry Retention. Report includes review of specific items related to water quality, lake maintenance deficiencies, littoral plant health and population, structural integrity of lake banks and pipework, aerator operation and any unauthorized activities in or adjacent to the lakes.	6/1/2023
Aeration Inspection Review and Reporting	SOP	N/A	Bi-Annual Inspections were completed October 25th.	April/October 2023
Lake Littoral Plantings	SOP	N/A	Review of ponds for littoral supplemental planting during annual audit. Lake E3-A identified as needing plantings during audit.	6/1/2023
Lake Bank Remediation	SOP	N/A	Continue to monitor E8-C for future repairs.	6/1/2023
Street Sweeping @ 5 MPH		N/A	Weekly December 1 through February & 2 x's per week March thru April 31, Bi weekly remainder of the year. Street Sweeper provides their gate pass to the Foreman with each visit.	January thru December
Additional Street Sweeping by Precision Cleaning	SOP	N/A	Street Sweeping of all Roadways within the Boundaries of the District. Precision Cleaning is under contract for the weeks: Sep 15 & 29, Oct 13 & 27, Nov 10 & 24	Sep/Oct/Nov annually

Annual Letter to the Residents to include quarterly Letters submitted by Bob Twombly.	SOP	All Residents as well as PSGRC Staff & mailed to Estero Property Owners Association	Annual news letter to be distributed to all residents during the February time frame providing past projects & accomplishments as well as upcoming events. Board of Supervisors to provide information to District Staff in a timely manner in order to be included in the Newsletter. Newsletters are to be emailed to Pelican Sound GM, Meadows Representative and Mailed to Estero Property Owners Association only.	2/25/2023
Water Quality Sampling of Lake H1-B	SOP	N/A	Premier Lakes to provide a water quality analysis in order to see the parameters when the lake looks good, so if it goes bad again, we can compare what changed by obtaining an additional sample	January 2022 first sample
Lake E7-A Dye Treatments	SOP	N/A	Approved and budgeted commencing 2023 - Premier (new contractor) - Lake E7-A - Dye treatments January thru April - \$908.00 as approved at the April 2022 Board meeting. Premier Lakes, Inc. will commence at no charge for these services.	January through April 2023
Culvert/Interconnecting Drain Pipe Inspection and cleanout	SOP	N/A	Annual inspection and report of all District roadside catch basins, interconnect piping and outfall structures. This is an annual agenda item for Board's consideration. Proposal to clean 25% or more.	4/1/2023
NPDES Report Filing	SOP	N/A	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.	10/1/2023 - Agenda Item - Presentation in October
Certificate of District Registered Voters	190(3)(a)(d)	District receives annually from the local Supervisor of Elections	Due April 15th of each year and must be read into the record at a regularly scheduled meeting (no additional filing is required)	4/1/2023
Road & Gutter Inspections & Inspections of asphalt depressions	SOP	N/A	Annual Inspection to be completed by the District Engineer during the month of October. Including review of asphalt depressions in the event we need to ROV a pipe - MRI to inspect if necessary. Repairs completed in November 2022	Oct-23
Sidewalk & Line of Sight Inspections	SOP	N/A	Inspection completed in August & October by the PSGRC & by the District Engineer. Note: Sidewalk grinder to be rented @ a cost of \$750.00 per week as necessary. Last inspection May 2022.	May/October 2023
Annual Financial Report	190.008/218.32 & 39	Florida Department of Financial Services	45 days after the completion of the Annual Financial Audit but no more than 9 month's after the end of Fiscal Year.	6/1/2023
Proposed Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by June 15 each year. Long Range Capitol Improvements forecast to include landscape plans from the PSGRC.	6/15/2023
2023 Proposed Budget to include Golf Course Irrigation System Cost	SOP	N/A	Draft Budget to include updated Golf Course Irrigation Cost	5/1/2022

2022 Budget & Other Events	SOP	N/A	Filter & Install - Metro Pumping - \$141,287. Maxicon Wire & Ground Rod Install - Irrigation Concepts - \$195K. Controller Install - Global Irrigation Solutions - \$55,978. Landscape Renovation Projects - Hannula Landscape - \$598,432.	Commenced 6/1/2022
Assessment Roll Certification	Local County Requirement	Local County Tax Collector	For most counties, submission and certification of the annual assessment roll is due by September 15th of each year.	9/15/2023
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal year with an effective of October 1st thru September 30th	10/1/2023
Adopted Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by October 1st each year.	10/1/2023
Qualified Public Depositor Annual Report to CFO	280.17	Department of Financial Services - Division of Treasury - Collateral Management	By November 30 of each year, file annual report for the period ending September 30th.	11/30/2023
Fiscal Year Annual District Filing Fee and Update Form	190, 189.064 & 189.018 & Chapter 73C-24, F.A.C.	Florida department of Economic Opportunity (Special District Accountability Program)	Annual filing fee of \$175.00 is paid to the Florida Department of Economic Opportunity. The filing of the Update Form is required to verify the status of the Special District and to update any changes (including changes to the registered agent). Filing Fee invoice and Update Form is mailed out by the State on October 1st of each year. The fee and form are due and must be postmarked by the following December 3rd.	12/1/2023
Letter of Explanation for the Assessment Levels	SOP	All Residents as well as PSGRC Staff	BOS requested staff to develop a letter to be sent to Residents explaining the increase in their assessments and is required to be distributed (30) days before the Public Hearing and received by WHA, Corporate fourth days in advance of the hearing date.	To be mailed no later than July 20th annually, and received by WHA, Corporate 6/26/23 as maybe necessary.

**Florida - Community Development District
Administrative Regulatory Due Dates
Updated: 3-2019**

Description	Reference	Submit To	Requirement and Deadline
Public Meetings; notice; required reports	190 & 189.015 & 16	Local newspaper of general circulation and to the local governing authority (the local county or municipality).	<p>(1) The governing body of each special district shall file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities. The schedule shall include the date, time, and location of each scheduled meeting. The schedule shall be published quarterly, semiannually, or annually in a newspaper of general paid circulation in the manner required in this subsection. The governing body of an independent special district shall advertise the day, time, place, and purpose of any meeting other than a regular meeting or any recessed and reconvened meeting of the governing body, at least 7 days before such meeting, in a newspaper of general paid circulation in the county or counties in which the special district is located, unless a bona fide emergency situation exists, in which case a meeting to deal with the emergency may be held as necessary, with reasonable notice, so long as it is subsequently ratified by the governing body. No approval of the annual budget shall be granted at an emergency meeting. The advertisement shall be placed in that portion of the newspaper where legal notices and classified advertisements appear. The advertisement shall appear in a newspaper that is published at least 5 days a week, unless the only newspaper in the county is published fewer than 5 days a week. The newspaper selected must be one of general interest and readership in the community and not one of limited subject matter, pursuant to chapter 50. Any other provision of law to the contrary notwithstanding, and except in the case of emergency meetings, water management districts may provide reasonable notice of public meetings held to evaluate responses to solicitations issued by the water management district, by publication in a newspaper of general paid circulation in the county where the principal office of the water management district is located, or in the county or counties where the public work will be performed, no less than 7 days before such meeting.</p> <p>(2) All meetings of the governing body of the special district shall be open to the public and governed by the provisions of chapter 286.</p> <p>(3) Meetings of the governing body of the special district shall be held in a public building when available within the district, in a county courthouse of a county in which the district is located, or in a building in the county accessible to the public.</p>
Annual Budget	190 & 189.016	The local governing authority (the local county and/or municipality).	The tentative budget must be posted on the special district's official website at least 2 days before the budget hearing, held pursuant to s. 200.065 or other law, to consider such budget. The final adopted budget must be posted on the special district's official website within 30 days after adoption. If the special district does not operate an official website, the special district must, within a reasonable period of time as established by the local general-purpose government or governments in which the special district is located or the local governing authority to which the district is dependent, transmit the tentative budget or final budget to the manager or administrator of the local general-purpose government or the local governing authority. The manager or administrator shall post the tentative budget or final budget on the website of the local general-purpose government or governing authority. This subsection and subsection (3) do not apply to water management districts as defined in s. 373.019. Effective October 1, 2015, or by the end of the first full fiscal year after its creation, each special district must maintain an official website and must submit its website address to the Special District Accountability Program. A special district must post to the website: establishment documents, minutes, audits and annual budget for public access and review.
Form1 - Statement of Financial Interest	112.3145	Supervisor of Election in the County where the official	Within 30 days of accepting the appointment, then every year thereafter by 7/1 (by "local officers" appointed/elected to special district's board); during the qualifying period. File with the Supervisor of Elections of the County in which local officer permanently reside in Florida.
Form 1X - Amendment to Statement of Financial Interest	112.3145	Supervisor of Election in the County where the official permanently resides.	File with the Supervisor of Elections of the County in which local officer permanently reside in Florida.

**Florida - Community Development District
Administrative Regulatory Due Dates
Updated: 3-2019**

Description	Reference	Submit To	Requirement and Deadline
Form 1F - Final Statement of Financial Interest	112.3145	Supervisor of Election in the County where the official permanently resides.	Form 1F should be filed within 60 days of leaving office or employment. File with the Supervisor of Elections of the County in which local officer permanently reside in Florida.
Public Facilities Report	190, 189.08 & 189.415	The local governing authority (the local county and/or municipality).	Within one year of special district's creation; then annual notice of any changes; and updated report every 7 years, 12 months prior to submission of local general-purpose government's evaluation and appraisal report to the Department of Economic Opportunity.
Public Meetings Schedule	190 & 189.417	Local newspaper of general circulation and to the local governing authority (the local county and/or municipality).	Quarterly, semiannually, or annually
Certification of District Registered Votes	190(3)(a)(2)(d)	District request annually from the local Supervisor of Elections.	Due April 15th of each year and must be read into the record at a regularly scheduled Board meeting.
Annual Records Management Compliance Statement	F.A.C.	Florida Department of State, Division of Library and Information Services.	Due annually by December 31 of each year.
Registered Agent	190, 189.014 & 189.416	(1) Florida Department of Economic Opportunity (Special District Accountability Program), (2) The local governing authority (the local county and/or municipality).	Within 30 days after its first meeting of its governing board, each special district must designate a registered agent and a registered office.

**RIVER RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
CII**

RIVER RIDGE COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

¹Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928
River Club Conference Center, Sound Room (Second Floor of Fitness Center),
4784 Pelican Sound Boulevard, Estero, Florida 33928

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 25, 2022¹	Regular Meeting	1:00 PM
¹ Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928 Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
November 8, 2022*¹ CANCELED	Regular Meeting	1:00 PM
¹ Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928 Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
December 13, 2022*¹	Regular Meeting	1:00 PM
¹ Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928 Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
January 24, 2023	Regular Meeting	1:00 PM
¹ Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928 Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
February 28, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
March 28, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
April 25, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
May 23, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
June 27, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
July 25, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
August 22, 2023	Public Hearing & Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		
September 26, 2023	Regular Meeting	1:00 PM
Join Zoom Meeting, https://us02web.zoom.us/j/82086246862 Meeting ID: 820 8624 6862 Dial by your location 1 929 205 6099 Meeting ID: 820 8624 6862		

Exceptions

¹Meeting Location: October, November, December, January:

(*Golf Clubhouse, Lakesview Room, 4561 Pelican Sound Blvd., Estero, Florida 33928*)

*November meeting is two weeks earlier to accommodate the Thanksgiving holiday.

*December meeting is two weeks earlier to accommodate the Christmas holiday.