

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

The Board of Supervisors of the River Ridge Community Development District held a Regular Meeting on October 22, 2024 at 1:00 p.m., in the Sound Room at the River Club Conference Center (Second Floor of Fitness Center), 4784 Pelican Sound Boulevard, Estero, Florida 33928, and via Zoom at <https://us02web.zoom.us/j/84574381988> and telephone at 1-929-205-6099, Meeting ID: 845 7438 1988 for both.

**Present were:**

Bob Schultz	Chair
Terry Mountford	Vice Chair
Robert Twombly	Assistant Secretary
Kurt Blumenthal	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Tony Pires	District Counsel
Charlie Krebs	District Engineer
Mark Zordan	Johnson Engineering
Eric Long	PSGRC General Manager
Bill Kurth	Premier Lakes
Lynda Sorensen	Resident
Keith Merrill	Resident
Kevin Ofenloch	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 1:00 p.m.

All Supervisors were present. One seat was vacant at roll call.

**SECOND ORDER OF BUSINESS**

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

Oak Run Resident Lynde Sorensen discussed water intrusion damage to her home's slab. She distributed and discussed a recap of the issues, including buckling of master bedroom wood flooring and moisture and mold under the floor. Inspections determined that there were no plumbing or HVAC issues and the cause was not an under slab leak; a floor warranty issue was found and a leak detection specialist found very high moisture levels on the floor and concrete slab. She noted that rainfall increased significantly and discussed ponded water at the back of her unit when she returned to Florida. The foundation specialist added sealant and recommended installing drain tiles around the perimeter of the unit and downspout extensions measuring 5' to 10'. It was noted that the extent of the ponding caused the underground downspouts to be submerged in water. She stated that she needs help to get the downspouts farther from the home, and to install the drain tiles.

Mr. Schultz stated that ponding water might be able to be addressed by River Ridge but the drain tiles are most likely a neighborhood issue. Ms. Sorensen stated her goal is to present the issue in the hopes that the CDD and the HOA can determine the solution. She presented this to the HOA and asked for drainage to be installed. She noted that Mr. Rich Batterbury is aware of the problem and spoke with Mr. Schultz. Mrs. Adams stated that drain tiles are an HOA matter, not the CDD.

Mr. Willis asked if anyone determined where the water came from and how the water entered her unit. Ms. Sorensen stated that no conclusion was reached; the water is under the slab, possibly because of excessive moisture in ground soil.

Discussion ensued regarding the moisture barrier, the location of the unit at 27123 Sound Way and a golf course drainage map showing drainage to the north and south of the unit - and no drainage in the area in question.

Mr. Krebs noted that the drainage was not installed because the location was originally indigenous preserve and protected by zoning; after rezoning, it is Club land and not part of the water management system.

Mr. Schultz reiterated that the drain tiles, etc., are HOA matters.

Ms. Sorensen stated she appreciates the opportunity to inform the Board and hopes the collective entities can come up with something innovative to help the HOA or the golf course. It

was noted that her home is not at the low point in the road; there are storm drains two buildings further south of her unit and her home is higher on the road than some of her neighbors.

▪ **Chairman’s Comments**

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

Mr. Schultz commended CDD and Premier Lakes Staff for their fast and efficient response regarding debris removal and other issues following the hurricanes.

▪ **Update: Premier Lakes, Inc.**

- **Discussion/Consideration: To Relocate Equipment in Easement Between Homes: Lake E1-C (Masters)**

- **Bentley Electric Co of Naples FL, Inc. Proposal 24-437 [Relocation 240V Aerator]**

**This item, previously the Sixth Order of Business, was presented out of order.**

Mr. Kurth stated the lakes appear to be in very good condition; the storm impact was not as severe as past storms. One nano-bubbler machine will need to be repaired.

The Board and Staff discussed proposals to relocate a nano-bubbler and the related necessary electrical work and the possibility of utilizing a zombie box.

Mr. Adams suggested relocating the roadside utility inlet and pipes. It was noted that the nano-bubbler is very close to a homeowner’s lanai. Mr. Willis will revisit the electrical proposals with the contractor and confer with Mr. Kurth after the meeting.

**THIRD ORDER OF BUSINESS**

**Discussion: Candidates for Vacant Board Seat**

**A. Keith Merrill**

**B. Kevin Ofenloch**

Mrs. Adams stated that Seat 1 is vacant; the term expires November, 2026.

Mr. Schultz voiced his opinion that Mr. Merrill, a longtime resident of Pelican Sound, has contributed a great deal to the community in his numerous HOA Board positions in which the issues faced were very similar to those addressed by the CDD. He stated that Mr. Ofenloch is a resident of The Meadows, and Seat 1 was previously held by a resident of The Meadows. However, since that time, The Meadows has taken responsibility for its own streets and lakes, with the exception of Pelican Sound Drive or the occasional sidewalk repair.

**FOURTH ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 1; Term Expires November 2026**

Mr. Schultz nominated Mr. Keith Merrill to fill Seat 1. No other nominations were made.

**On MOTION by Mr. Schultz and seconded by Mr. Twombly, with all in favor, the appointment of Mr. Keith Merrill to fill Seat 1, was approved.**

Mr. Schultz thanked Mr. Ofenloch for his willingness to serve.

- **Administration of Oath of Office (the following will also be provided in a separate package)**

Mrs. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Merrill. Mrs. Adams and Mr. Pires provided and explained the following as they apply to serving on a CDD Board:

- A. Required Ethics Training and Disclosure Filing**
  - **Sample Form 1 2023/Instructions**
- B. Membership, Obligation and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mrs. Adams and Mr. Pires discussed the Sunshine Law, Code of Ethics, public records law, use of CDD email and electronic communications and conflicts of interest.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date**

Mrs. Adams presented Resolution 2025-01. Mr. Blumenthal nominated the following:

- |                 |                     |
|-----------------|---------------------|
| Bob Schultz     | Chair               |
| Terry Mountford | Vice Chair          |
| Kurt Blumenthal | Assistant Secretary |

Robert Twombly	Assistant Secretary
Keith Merrill	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

James Gilman	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Chesley "Chuck" Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

**On MOTION by Mr. Blumenthal and seconded by Mr. Mountford, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Update: Premier Lakes, Inc. [Alex Kurth]**

- **Discussion/Consideration: To Relocate Equipment in Easement Between Homes: Lake E1-C (Masters)**
- **Bentley Electric Co of Naples FL, Inc. Proposal 24-437 [Relocation 240V Aerator]**

This item was presented following the Second Order of Business.

- **Update: Lee County NPDES Permit FLS000035-004 Cycle 4 Year 7 Annual Report**

**This item, previously the Eleventh Order of Business, was presented out of order.**

Mr. Zordan presented the Lee County NPDES Permit FLS000035-004 Cycle 4 Year 7 Annual Report, which was filed with Lee County. He noted the following:

- Lee County reviewed and approved the Report and it will be submitted to the Florida Department of Environmental Protection (FDEP) in advance of the November 1, 2024 deadline.
- The new permit for which the CDD would need to apply is anticipated to be coming out in the fall; however, there has been no word as to when it will come. As a result, they were instructed to keep going into Year 8.

➤ A Johnson Engineering representative attends the bi-monthly meetings for Lee County NPDES and sends minutes to the District Manager to keep Staff apprised.

The Board and Staff discussed water sampling requirements, which might change in future years. Mr. Adams stated that stormwater ponds are expected to catch and retain runoff and are not held to the same standard as natural lakes.

**SEVENTH ORDER OF BUSINESS**

**Discussion: Storm Surge Protection**

Mr. Schultz stated Mr. Long indicated that storm surge has had increasing impacts in recent years. He expressed support for being more proactive and considering volunteering and participating in any efforts in this regard.

Mr. Pires stated that the Army Corps of Engineers presented some ideas in Collier County, should funding become available.

Mr. Long stated that Pelican Sound is looking at many objectives in the coming five to ten years. He discussed an action plan being developed to build resilience regarding storms and climate change, including the creation of an advisory/review panel. He asked for the CDD to assist by designating a Board representative and Staff or Engineering representative to help coordinate, when needed. He discussed a hypothetical regarding Hurricane Milton in which a topographic map showed that a 10' to 12' storm surge could have caused 45% to 55% of the community to be flooded. He thinks residents consider these things and noted the need to consider what can be done inside and outside the CDD to address commercial and residential buildings. He stated that some panels are utilized and discussed the need for a plan and the possibility of a partnership with West Bay, which has flooded twice; although flooding was mostly on the golf course, it raised the issue of what can be done at the State, County and Village level and how they can assist. He thinks 3' storm panels would be inadequate and addressing the issue might take 10 years and require coordinating with multiple agencies; he asked for support and assistance with the initiative. The consensus was that Mr. Long and Mr. Merrill will assist.

Mr. Schultz stated that Mr. Krebs is authorized to assist as necessary.

**EIGHTH ORDER OF BUSINESS**

**Consideration of RG Architects, P.A. Fee Proposal for Redesign of Two Gatehouses**

Mr. Long presented the RG Architects, P.A. (RG) Fee Proposal for Redesign of Two Gatehouses. This has been a key item looked at over the years and it is now in the design phase. RG was engaged to design the River Club complex, Racquet Center complex and the Golf Club complex, so they are quite familiar with the current design elements. The buildings are currently not planned for demolition; rather, they will receive a facelift. The main gate needs to be removed and redesigned; due to the low clearance, it has been hit 12 times this year. He asked if the original drawings are available. Mr. Krebs stated if he has the original drawings, they were scanned.

Discussion ensued regarding the project plans, zoning, elevation and construction considerations in this and similar projects. It was noted that the flood zones might have changed.

Mr. Krebs stated a new elevation certificate will be needed; he might have the construction plans submitted with the Development Order (DO).

Mr. Long pointed out that the buildings are aging and, for the CDD to continue to be a premier community in Southwest Florida, the assets must look the part.

Asked why the same vendor would not be used for the monuments, Mr. Long stated that they do not specialize in this type of monument but they can easily coordinate to make sure the elements look the same.

Discussion ensued regarding booking the \$62,500 expenditure as a reimbursable, to be invoiced to the CDD when financing is issued, as an up-front deferred cost. As design and permitting will take 12 to 18 months, this will allow work to begin without delays. It was noted that the project cost is below the threshold for the Consultant's Competitive Negotiations Act (CC&A) bid process and that subcontracting through Bowman would be most expedient.

Mr. Krebs will confirm how to proceed; he believes a Subconsultant Agreement would be presented to Mr. Adams for review and approval. While most of his firm's Subconsultant Agreements have a 15% markup, the existing Agreement would override if it provides for a lower markup. Mr. Krebs noted that they can provide a monuments proposal, since his firm is already vetted.

Mr. Long stated that he would like the projects to begin at the same time. Mr. Krebs asked Mr. Long to send the contract in PDF format.

Mr. Adams stated the CDD will purchase the construction improvements.

Mr. Pires suggested the Board authorize Bowman to retain the services of RG as a subconsultant under the standard Bowman terms and authorize the Chair to execute documents as appropriate, after reviewed by the Manager.

Mr. Adams stated the first choice is a subconsultant under Bowman Engineering; they will take on the expense and seek reimbursement when the CDD issues financing, once construction begins in 2026.

Mr. Pires stated the motion implies that, to the extent it needs the CDD to sign off on a Subconsultant Agreement and Task Authorization with Hole Montes, a Bowman Company, the Chair is authorized to sign after review by District Counsel and the District Manager.

**On MOTION by Mr. Blumenthal and seconded by Mr. Mountford, with all in favor, authorizing Bowman to retain the services of RG Architects, P.A., as a subconsultant under the standard Bowman terms, and authorizing the Chair to execute documents as appropriate, after review by District Counsel and the District Manager, was approved.**

The consensus was that Mr. Long will take the lead on the gatehouses and the neighborhoods and Mr. Blumenthal will serve as liaison to the Board with regard to communication and monthly updates. Information will be provided to neighborhoods, including guardhouse designs, when appropriate. Mr. Long voiced his opinion that RG does fantastic renderings, including 3D renderings and visual aids, that convey the visual appearance and feel of the project.

**NINTH ORDER OF BUSINESS**

**Consideration of Bowman Consulting Group Proposal for Landscape Architecture Services for Pelican Sound Master Signage Program [Eric Long]**

Mr. Long presented the Bowman Consulting Group Proposal for Landscape Architecture Services for the Pelican Sound Master Signage Program. The proposal entails replacement of all monuments throughout the CDD, including the neighborhoods. The actual cost for the neighborhood monument replacements, design and permitting is budgeted under Pelican



Sound replacement reserves. Some monuments are foam and some are stone. Mr. Krebs stated that some of the monuments will be relocated. Mr. Long indicated that placement of the Southern Hills monument needs to be changed.

**On MOTION by Mr. Blumenthal and seconded by Mr. Schultz, with all in favor, the Bowman Consulting Group Proposal for Landscape Architecture Services for Pelican Sound Master Signage Program, was approved.**

**TENTH ORDER OF BUSINESS**

**Discussion/Consideration of Precision Cleaning, Inc. Proposal for Street Sweeping Services [Storm Clean Up]**

Mr. Schultz presented the Precision Cleaning, Inc. Proposal for Street Sweeping Services for Storm Clean Up, which was approved via emergency authorization. Mr. Willis stated that eight loads of debris were cleaned up; the vendor did eight passes through the CDD.

Discussion ensued regarding scheduling. Cleaning is currently done bi-weekly and the standard contract begins the first week of November. Mr. Long will evaluate and advise Staff each week if an additional cleaning is needed.

**On MOTION by Mr. Blumenthal and seconded by Mr. Mountford, with all in favor, the Precision Cleaning, Inc. Proposal for Street Sweeping Services for Storm Clean Up, in a one-time amount of \$1,475, and authorizing Staff to add additional week-to-week cleanings for the next month, if necessary, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Update: Lee County NPDES Permit FLS000035-004 Cycle 4 Year 7 Annual Report**

This item was presented following the Sixth Order of Business.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Proposed Grant of Easement [Drainage] PSGRC to RRCDD**

Mr. Pires stated he drafted the Proposed Grant of Easement for Drainage from the PSGRC to RRCDD. Mr. Long stated he is comfortable with this; he and Mr. Krebs discussed it and asked for a blanket drainage easement.

Mr. Pires stated the template document can be used repeatedly; he noted the question is whether a sketch and legal description will be needed each time.

The consensus was that, each time, a Grant of Easement can be added to the agenda with a specific sketch and legal description for consideration and approval.

Mr. Krebs discussed two additional drainage easements he is working on, one for Seaside II and one for the Golf Course area; he will forward them to Mr. Pires when completed.

Discussion ensued regarding the status of the "Phase I and Phase II Drainage Improvements for Seaside & Masters" on the Key Activity List.

Resident Mike Rainstin stated that, to date, no work has commenced.

It was noted that the area needs to dry before work can begin; updates will be provided.

**On MOTION by Mr. Blumenthal and seconded by Mr. Schultz, with all in favor, the Proposed Grant of Easement for Drainage from the PSGRC to RRCDD, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Ratification of Resolution 2024-05A, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023**

Mrs. Adams presented Resolution 2024-05A. She noted that the Audited Financial Report for the Fiscal Year Ended September 30, 2023 was presented at the last meeting.

**On MOTION by Mr. Schultz and seconded by Mr. Blumenthal, with all in favor, Resolution 2024-05A, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was ratified.**

**FOURTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of September 30, 2024**

Mrs. Adams presented the Unaudited Financial Statements as of September 30, 2024. She distributed a handout and discussed her questions and corrections, as follows:

- Page 2, General Fund “Engineering” is at 209% of budget, which leads her to believe that expenditures that should be under the Special Revenue Fund were mistakenly included. Corporate was asked to provide copies of all paid invoices so she can look into the issue.
- Page 2, General Fund “Contingencies” is at 421% of budget because \$4,209 belongs under “Other contractual” as it is a Landscaping expenditure.

Mr. Blumenthal asked about the General Fund “NPDES reporting filing” item, on Page 2, which is \$19,805, equating to 152% of budget. Mrs. Adams will review the General Ledger advise.

Mr. Blumenthal asked about the General Fund “Debt service (prin & int) 2022 note” item, on Page 2, which is \$74,480, equating to 205% of budget. Mrs. Adams stated she spoke with Corporate and the error was addressed yesterday; it will be corrected in the next financials.

Mr. Blumenthal asked about the \$8,672 in the “Series 2022A Note” item. Mr. Adams believes he can find some preliminary expenses incurred that were never actually repaid.

Discussion ensued regarding the Check Detail.

Mr. Krebs stated that he sent numerous emails to Lykins-SignTek with copies to Mrs. Adams regarding incorrect signs; the location is correct but the sign should read Southern Hills Drive and not Southern Hills Court.

In response to a report that 50 or more lake and wetland signs are rusted and unsightly, Mr. Willis was asked to inspect the conservation area signage when he does the audit and to remind Mr. Kurth about signs to be installed.

- A. Budget Variance**
- B. Breakdown**
- C. Proposed Budget 2023-2029 [5 Year Plan]**

Mr. Blumenthal asked for the date at the top of the Report to be updated to reflect the date of his last update; it should say July 15 or 20, 2024.

**FIFTEENTH ORDER OF BUSINESS**

**Approval of August 27, 2024 Public Hearing and Regular Meeting Minutes**

The following change was made:

Line 23: Delete "(via Zoom)" after "Pires"

**On MOTION by Mr. Blumenthal and seconded by Mr. Schultz, with all in favor, the August 27, 2024 Public Hearing and Regular Meeting Minutes, as amended, were approved.**

- **Active Action and Agenda Items**

Items 6, 7, 10, 11, 12, 13, 14, 15, 16 and 18 were completed.

Mr. Twombly asked for an update regarding the speed sign. Mr. Willis stated the permanent sign is operational; trainings are scheduled for the computer system and ticketing processes. Mr. Long stated that three speed signs are in permanent locations and one is mobile; the response to the speed sign e-blast was positive. Mr. Willis stated that funding for additional signage was approved. Mr. Long will evaluate the system when it is operational and advise if, and when, an additional sign is recommended.

Mr. Schultz asked when the dry retention area behind Pinehurst will be cleaned. Mrs. Adams stated it is included in the Key Activity Dates Report. Mr. Adams stated it is scheduled from October 14 through November 15, 2024 but will likely be delayed due to standing water.

## **SIXTEENTH ORDER OF BUSINESS**

### **Staff Reports**

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

Mr. Pires stated, at the next meeting, he will present the First Amendment to the Agreement with Bowman.

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

Mr. Krebs stated that everything was in good order when he and Mr. Long inspected the water management system before Hurricane Milton. Mrs. Adams stated that everything also looked good after Hurricane Milton.

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

- **Key Activity Dates**

The Monthly Key Activity Dates list was included for informational purposes.

- **NEXT MEETING DATE: November 12, 2024 at 1:00 PM**

○ **QUORUM CHECK**

The November meeting will be rescheduled to November 19, 2024. All Supervisors confirmed their attendance at the November 19, 2024 meeting.

**On MOTION by Mr. Schultz and seconded by Mr. Blumenthal, with all in favor, rescheduling the November 12, 2024 meeting to November 19, 2024, was approved.**

**SEVENTEENTH ORDER OF BUSINESS**

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

Mr. Schultz stated he observed that effluent water from the County kept filling up to within 4’ of the homes. It occurred on a Sunday. In the future, he would like that kind of information to be emailed to the entire Board.

Mrs. Adams and Mr. Pires discussed the importance for Board Members not to “REPLY ALL” when responding to emails that include other Board Members. Mr. Pires stated that emails should be sent one way only, and receive no response.

Mr. Blumenthal stated that they received a letter about executing an Oath of Office. Mrs. Adams stated that is a State requirement; Board Members must pay \$10. At the November meeting, Staff will administer the Oath of Office.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned at 3:07 p.m.

**On MOTION by Mr. Blumenthal and seconded by Mr. Schultz, with all in favor, the meeting adjourned at 3:07 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Kurt D Blumenthal  
Secretary/Assistant Secretary

Robert E Schuch  
Chair/Vice Chair