Ritta Drainage District
Goals, Objectives, Performance Measures, and Standards

1. Administration

Public Records (Minutes)

- **Goal:** Ensure accurate and accessible documentation of all district meetings and decisions.
- **Objective:** Maintain and update public records in accordance with the legal requirements and ensure they are readily accessible the public in compliance with state regulations.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Public Meetings (Scheduling and Advertising)

- **Goal:** Facilitate transparent and timely communication regarding district meetings.
- **Objective:** Schedule and advertise all public meetings in compliance with applicable legal requirements and district policies to ensure the public is adequately informed.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Web Page

- **Goal:** Provide an up-to-date and informative online presence for the district.
- **Objective:** Update the district's website monthly to reflect the latest information on meetings, decisions, and public records, ensuring transparency and ease of access for the public in compliance with ADA standards.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

2. Finance

Budget

- **Goal:** Ensure financial stability and effective allocation of resources within the district.
- **Objective:** Prepare and approve the district's annual budget ensuring alignment with district goals and compliance with state financial regulations.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Assessment

- **Goal:** Accurately assess and collect all non-ad valorem assessment funds to support district operations.
- **Objective:** Complete, levy and certify the non-ad valorem assessments ensuring that all required funds are collected efficiently and transparently.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Receipts and Disbursements

- **Goal:** Maintain accurate records of all financial transactions within the district.
- **Objective:** Process all receipts and disbursements of transactions, ensuring proper documentation and compliance with district policies.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Audit and Financial Report

- **Goal:** Ensure financial transparency and accountability within the district.
- **Objective:** Complete an annual audit and an annual financial report and submit the audit and financial report annually by June 30th providing a comprehensive overview of the district's financial health.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

3. Operations and Maintenance

Fuel Tanks

- **Goal**: Ensure the safe and efficient operation of district fuel tanks.
- **Objective**: Conduct monthly inspections and clean fuel tanks, documenting any issues and addressing them as needed.

Pumps, Engines, and Motor Inspection and Change Oil and Filters (500 hrs)

- **Goal:** Maintain all district pumps, engines, and motors in optimal working condition.
- **Objective:** Inspect and perform maintenance, including oil and filter changes, every 500 operational hours, ensuring minimal downtime and maximum efficiency.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Canal Aquatic Weed Spraying (As Needed)

- **Goal:** Control aquatic weeds to ensure unobstructed water flow in district canals.
- **Objective:** Conduct aquatic weed spraying on an as-needed basis to prevent blockages and maintain canal functionality.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Sediment Removal

- **Goal:** Prevent sediment buildup in canals to maintain efficient water flow.
- **Objective:** Remove sediment from canals on a semi-annual basis or as needed, ensuring that water flow remains unimpeded throughout the district.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Equipment

- **Goal:** Ensure all district equipment is in good working order and available for operations.
- **Objective:** Perform regular maintenance and inspections on all equipment, documenting each check and repair to ensure operational readiness.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

4. Works of the District

Canals, Ditches, and Levees

- **Goal:** Maintain the integrity and functionality of all canals, ditches, and levees within the district.
- **Objective:** Conduct monthly inspections and maintenance activities on canals, ditches, and levees to prevent erosion, leaks, and other structural issues

- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Culverts

- **Goal:** Ensure culverts within the district are free from obstructions and in good repair.
- **Objective:** Inspect and clean all culverts as needed, addressing any blockages or damages promptly to maintain water flow.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Roads and Bridges

- **Goal:** Maintain safe and accessible roads and bridges within the district.
- **Objective:** Conduct annual inspections of all district roads and bridges, performing necessary repairs to ensure safety and accessibility.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Fuel Tanks

- **Goal:** Safely store and manage fuel supplies for district operations.
- **Objective:** Maintain fuel tank insurance, storage tank facility inspection and annual inspection placard with the Florida Department of Environmental Protection. Monitor fuel levels weekly and conduct monthly safety checks on all fuel tanks, ensuring compliance with safety regulations and preventing leaks or spills.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Equipment

- **Goal:** Ensure all district equipment is functional and ready for deployment as needed.
- **Objective:** Maintain an inventory of all equipment, conducting monthly checks, servicing, and maintenance to prevent operational delays or failures.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

By establishing these goals and objectives, the Ritta Drainage Districtcan ensure that all its programs and activities are managed effectively, with clear benchmarks for performance and accountability.