

**BEACH ROAD
GOLF ESTATES
COMMUNITY DEVELOPMENT
DISTRICT**

January 11, 2021

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

Beach Road Golf Estates Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

January 4, 2021

DUE TO COVID-19 RESTRICTIONS BEING IMPLEMENTED AT THE CLUB, ONLY BOARD MEMBERS/STAFF MAY PARTICIPATE AT THE MEETING'S PHYSICAL LOCATION. MEMBERS OF THE PUBLIC MAY JOIN BY VIDEO OR TELECONFERENCE ONLY.

Board of Supervisors
Beach Road Golf Estates Community Development District

Dear Board Members:

ATTENDEES:

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

The Board of Supervisors of the Beach Road Golf Estates Community Development District will hold a Regular Meeting on January 11, 2021, at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Boulevard, Bonita Springs, Florida 34135, and remotely via Zoom at <https://us02web.zoom.us/j/81420021813>, Meeting ID **814 2002 1813** or via conference call at **1-929-205-6099**, Meeting ID **814 2002 1813**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Elected Supervisors, Joseph Grillo [SEAT 1] and Barry Kove [SEAT 2] (*the following to be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Beach Road Golf Estates Community Development District, and Providing for an Effective Date
5. Consideration of Award of Contract for Lake Bank Erosion Repair Project (*materials to be provided under separate cover*)

- 6. Acceptance of Unaudited Financial Statements as of November 30, 2020
- 7. Approval of November 16, 2020, Regular Meeting Minutes
- 8. Staff Reports
 - A. District Counsel: *Coleman, Yovanovich & Koester, P.A.*
 - B. District Engineer: *Banks Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt & Associates, LLC*

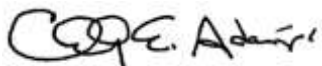
- NEXT MEETING DATE: February 15, 2021 at 1:00 P.M.
 - QUORUM CHECK

Joseph Grillo	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Barry Kove	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
John Moran	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Steve Gabor	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Mike Rollins	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 9. Audience Comments/Supervisors' Requests
- 10. Adjournment

Should you have any questions, please do not hesitate to contact me directly at 239-464-7114.

Sincerely,


 Chesley Chuck Adams
 District Manager

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

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

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RESOLUTION 2021-01

A RESOLUTION DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE BEACH ROAD GOLF ESTATES COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Beach Road Golf Estates Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Lee County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint the below-recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BEACH ROAD GOLF ESTATES COMMUNITY DEVELOPMENT DISTRICT:

1. **DISTRICT OFFICERS.** The District officers are as follows:

_____ is appointed Chair

_____ is appointed Vice Chair

Chesley (Chuck) E. Adams, Jr. is appointed Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

Craig Wrathell is appointed Assistant Secretary

Craig Wrathell is appointed Treasurer

Jeff Pinder is appointed Assistant Treasurer

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

Adopted this 11th day of January, 2021.

ATTEST:

**BEACH ROAD GOLF ESTATES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

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**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2020**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BALANCE SHEET
NOVEMBER 30, 2020**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 637,475	\$ -	\$ -	\$ 637,475
Undeposited funds	2,383	-	-	2,383
Investments				
Revenue	-	106,627	-	106,627
Reserve	-	1,048,711	-	1,048,711
Sinking	-	27	-	27
Prepayment	-	14	-	14
Construction	-	-	2,586,344	2,586,344
Due from general fund	-	493,662	-	493,662
Due from other governments	4,410	-	-	4,410
Utility deposit	282	-	-	282
Total assets	<u>\$ 644,550</u>	<u>\$ 1,649,041</u>	<u>\$ 2,586,344</u>	<u>\$ 4,879,935</u>
LIABILITIES				
Liabilities				
Developer advance	\$ 1,983	\$ -	\$ -	\$ 1,983
Due to debt service	493,662	-	-	493,662
Total liabilities	<u>495,645</u>	<u>-</u>	<u>-</u>	<u>495,645</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	4,410	-	-	4,410
Total deferred inflows of resources	<u>4,410</u>	<u>-</u>	<u>-</u>	<u>4,410</u>
FUND BALANCES				
Restricted for:				
Debt service	-	1,649,041	-	1,649,041
Capital projects	-	-	2,586,344	2,586,344
Unassigned	144,495	-	-	144,495
Total fund balances	<u>144,495</u>	<u>1,649,041</u>	<u>2,586,344</u>	<u>4,379,880</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 644,550</u>	<u>\$ 1,649,041</u>	<u>\$ 2,586,344</u>	<u>\$ 4,879,935</u>

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
On-roll assessments	\$ 48,560	\$ 48,560	\$ 161,123	30%
Off-roll assessments	-	-	34,289	0%
Intergovernmental mitigation and monitoring	-	-	114,480	0%
Interest	1	2	-	N/A
Total revenues	<u>48,561</u>	<u>48,562</u>	<u>309,892</u>	16%
EXPENDITURES				
Management/recording	3,333	6,667	40,000	17%
Financial accounting services	1,292	2,583	15,500	17%
Audit	-	-	4,500	0%
Dissemination agent	417	833	5,000	17%
Trustee fees	-	-	10,850	0%
Legal	-	-	10,000	0%
Engineering	-	-	5,000	0%
Postage	-	-	300	0%
Printing & reproduction	83	167	1,000	17%
Legal advertising	-	-	1,000	0%
Annual district filing fee	-	175	175	100%
Insurance	-	6,098	6,200	98%
Other current charges	65	132	650	20%
ADA website maintenance	210	210	210	100%
Website	-	705	615	115%
Total professional & admin	<u>5,400</u>	<u>17,570</u>	<u>101,000</u>	17%
Operations				
Mitigation maintenance and monitoring	4,733	4,733	212,000	2%
On-site preserve monitoring and replacement	2,375	2,375	-	N/A
Total operations	<u>7,108</u>	<u>7,108</u>	<u>212,000</u>	3%
Other fees and charges				
Property appraiser	-	-	1,199	0%
Tax collector	95	95	1,799	5%
Total other fees and charges	<u>95</u>	<u>95</u>	<u>2,998</u>	3%
Total expenditures	<u>12,603</u>	<u>24,773</u>	<u>315,998</u>	8%
Excess/(deficiency) of revenues over/(under) expenditures	35,958	23,789	(6,106)	
Fund balance - beginning	108,537	120,706	271,115	
Assigned				
Lake bank erosion repair ¹	150,000	150,000	150,000	
Unassigned	(5,505)	(5,505)	115,009	
Fund balance - ending	<u>\$ 144,495</u>	<u>\$ 144,495</u>	<u>\$ 265,009</u>	

¹Intended to fund long term lake bank erosion repairs in District owned ponds.

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2015
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll - net	\$ 494,014	\$ 494,014	\$ 1,625,460	30%
Assessment levy: off-roll	-	-	371,308	0%
Interest	19	38	-	N/A
Total revenues	<u>494,033</u>	<u>494,052</u>	<u>1,996,768</u>	N/A
EXPENDITURES				
Principal	570,000	570,000	570,000	100%
Interest	708,943	708,943	1,407,910	50%
Total expenditures	<u>1,278,943</u>	<u>1,278,943</u>	<u>1,977,910</u>	150%
Other fees and charges				
Tax collector	963	963	-	N/A
Total other fees and charges	<u>963</u>	<u>963</u>	<u>-</u>	N/A
Total expenditures	<u>1,279,906</u>	<u>1,279,906</u>	<u>1,977,910</u>	65%
Excess/(deficiency) of revenues over/(under) expenditures	(785,873)	(785,854)	18,858	
Fund balance - beginning	2,434,914	2,434,895	2,425,403	
Fund balance - ending	<u>\$ 1,649,041</u>	<u>\$ 1,649,041</u>	<u>\$ 2,444,261</u>	

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2015
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date
REVENUES		
Interest	\$ 23	\$ 49
Total revenues	23	49
EXPENDITURES		
Total expenditures	-	-
Net increase/(decrease), fund balance	23	49
Beginning fund balance	2,586,321	2,586,295
Ending fund balance	\$ 2,586,344	\$ 2,586,344

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

7

DRAFT

**MINUTES OF MEETING
BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Beach Road Golf Estates Community Development District held a Regular Meeting on November 16, 2020, at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Boulevard, Bonita Springs, Florida 34135.

Present at the meeting were:

Russell Smith	Chair
John Moran	Vice Chair
Mike Rollins	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Greg Urbancic (via telephone)	District Counsel
Paul Curti (via phone)	HOA President and Resident
Steve Riggs (via phone)	HOA Member
Joe Grillo	Supervisor-Elect
Barry Cove	Supervisor-Elect

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:00 p.m. Supervisors Smith, Moran and Rollins were present. Supervisors Hinebaugh and Gabor were not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Florida Power & Light
Streetlighting Agreement for LED Lighting
on East Bonita Beach Road**

39 Mr. Adams presented the Florida Power & Light (FPL) Led Lighting Agreement and
40 exhibits. He discussed the upfront costs to the CDD, how residents could contact FPL directly
41 about downed lights, the entities funding the multi-party agreement, etc.

42

43 **On MOTION by Mr. Rollins and seconded by Mr. Moran, with all in favor, the**
44 **Florida Power & Light Streetlighting Agreement for LED Lighting on East Bonita**
45 **Beach Road, was approved.**

46

47

48 **FOURTH ORDER OF BUSINESS**

Update: Lake Bank Erosion Repair Project

49

50 Mr. Adams reported the following:

51 ➤ Of the initial 35 emergency lake bank erosion repairs that were completed, there were
52 no issues or washouts reported over the summer.

53 ➤ The District Engineer's modified specifications to move the berm closer to the pond and
54 reduce its height, were distributed and would be included in the bid process being presented to
55 the Board in early 2021.

56 ➤ The bid would also include the 35 locations that were repaired, so they can be revised to
57 align with the new specifications.

58 ➤ The PVC inlet would remain at 8", and piping into the pond would be installed below,
59 along with two 4" inlets installed at the upper bank side for homeowners to tie their gutters
60 into the same box.

61 ➤ Funding: The Developer is utilizing about half of the construction funds to complete
62 eligible projects and leaving the remaining amount for the CDD to complete the project.

63 Mr. Adams responded to questions, as follows:

64 ➤ Location of Repairs: A map identifying the location of the emergency repairs and areas
65 that would be repaired was posted on the CDD website.

66 ➤ A revised bid request would include pricing for larger drains and for tying in gutters,
67 despite that part not being CDD related.

68 ➤ Lennar's Intent to Transfer Funds in Fiscal Years 2020 and 2021: Lennar originally
69 planned on transferring funds in two phases but would instead leave significant funds in the

70 construction fund to pay for the project. The only difference would be that the District would
71 undertake the project directly.

72 ▪ **Speed Table**

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

74 Mr. Adams gave an overview of the options that were discussed with the Master
75 Association Representatives to address speeding issues at the intersection of Bonita National,
76 just inside the main gate. The Master Association liaison informed him that the Master
77 Association was in favor, five to two, of the recommendation to install a portable speed table
78 before the intersection to slow drivers, instead of a stop sign. Discussion ensued regarding due
79 diligence. It was advised that the Association's Risk Manager spoke highly of the results of a
80 speed table. The CDD's ownership of the road, although the Master Association is in charge of
81 day-to-day operations, through an agreement, was discussed.

82 Mr. Paul Curti, a resident and HOA President, stated that, during the HOA meeting, the
83 Safety, Security and Risk Management Counsel recommended that the HOA Board endorse the
84 CDD's recommendation to install the speed table. As others preferred the four-way stop
85 solution, the HOA Board decided to test the equipment and, if the results do not meet the
86 desired goal, they would consider a four-way stop.

87 Mr. Moran noted several line-of-sight issues that need to be addressed, such as shrubs
88 and signs in each direction, and golf cart users adhering to the stop sign while crossing the road,
89 as both would help lessen the potential for accidents. He urged the HOA to address those and
90 asked for the cost to the CDD. Mr. Adams stated about \$7,500.

91 It was noted that the crosswalks were scheduled to be painted soon, which would help
92 with the issues at the intersection, and the Golf Club would need to address the shrubs, as they
93 are located on the golf course property; Lennar would be asked to relocate signage.

94 Mr. Adams stated he would place the order and expected to have equipment installed
95 by the middle of next month.

96 Mr. Riggs, an HOA Board Member, stated the Security and Safety Committee highly
97 endorsed the speed table as the next option, since the results from previous applications
98 showed a marked decline in speed, which he felt would provide a significant increase in the

99 security aspect of the westbound drivers lack of attention. In the case of installing a stop sign,
100 it changes the PUD and would require input from the City.

101

102 **FIFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
103 Statements as of September 30, 2020**

104

105 Mr. Adams presented the Unaudited Financial Statements as of September 30, 2020.
106 The financials were accepted.

107

108 **SIXTH ORDER OF BUSINESS**

**Approval of August 17, 2020 Virtual Public
109 Hearing and Meeting Minutes**

110

111 Mr. Adams presented the August 17, 2020 Virtual Public Hearing and Meeting Minutes.

112

113 **On MOTION by Mr. Moran and seconded by Mr. Rollins, with all in favor, the**
114 **August 17, 2020 Virtual Public Hearing and Meeting Minutes, as presented,**
115 **were approved.**

116

117

118 **SEVENTH ORDER OF BUSINESS**

Staff Reports

119

120 **A. District Counsel: *Coleman, Yovanovich & Koester, P.A.***

121 Mr. Urbancic asked the newly elected Board Members, whose positions would not be
122 effective until tomorrow, to be cognizant of the Sunshine and public records laws and to
123 contact him with questions between now and the next meeting.

124 Mr. Adams stated he would schedule a workshop to give an informational PowerPoint
125 presentation about CDDs. He asked Mr. Urbancic to participate by giving an introduction to the
126 Sunshine Law.

127 **B. District Engineer: *Banks Engineering, Inc.***

128 There being no report, the next item followed.

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

- 130 • **NEXT MEETING DATE: December 14, 2020 at 1:00 P.M.**

- 131 ○ **QUORUM CHECK**

132 The next meeting will be held December 14, 2020.

133

134 **EIGHTH ORDER OF BUSINESS**

**Audience
Requests**

Comments/Supervisors'

135

136

137 A Board Member asked when the sidewalk project would commence. Mr. Adams
138 stated within the next week or two; the dates would be sent to the Association in advance.

139

140 **NINTH ORDER OF BUSINESS**

Adjournment

141

142 There being no further business to discuss, the meeting adjourned.

143

144 **On MOTION by Mr. Rollins and seconded by Mr. Moran, with all in favor, the**
145 **meeting adjourned at 1:35 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

8C

BEACH ROAD GOLF ESTATES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE

LOCATION

*Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Blvd.,
Bonita Springs, Florida 34135*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 19, 2020 CANCELED	Regular Meeting	1:00 PM
November 16, 2020	Regular Meeting	1:00 PM
December 14, 2020* CANCELED	Regular Meeting	1:00 PM
January 11, 2021	Workshop	11:00 AM
January 11, 2021*	Regular Meeting	1:00 PM
February 15, 2021	Regular Meeting	1:00 PM
March 15, 2021	Regular Meeting	1:00 PM
April 19, 2021	Regular Meeting	1:00 PM
May 17, 2021	Regular Meeting	1:00 PM
June 21, 2021	Regular Meeting	1:00 PM
July 19, 2021	Regular Meeting	1:00 PM
August 16, 2021	Public Hearing & Regular Meeting	1:00 PM
September 20, 2021	Regular Meeting	1:00 PM

***Exceptions**

December meeting date is one week earlier to accommodate the Christmas Holiday

January meeting date is one week earlier to accommodate Martin Luther King Jr. Holiday