

**BEACH ROAD
GOLF ESTATES**

**COMMUNITY DEVELOPMENT
DISTRICT**

December 18, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

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

December 11, 2023

Board of Supervisors
Beach Road Golf Estates Community Development District

ATTENDEES:

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

Dear Board Members:

The Board of Supervisors of the Beach Road Golf Estates Community Development District will hold a Regular Meeting on December 18, 2023 at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Blvd., Bonita Springs, Florida 34135 and via Zoom at <https://zoom.us/j/94315901673>, Meeting ID: **943 1590 1673**, Passcode: **555333** or telephonically at **1-305-224-1968**, Meeting ID: **943 1590 1673**, Passcode: **555333**. The agenda is as follows:

1. Call to Order/Roll Call
2. Chairman's Opening Comments
3. Public Comments (*3 minutes per speaker*)
4. Consideration of My AV-Tech, LLC Estimate 23137 to Assemble In-Road Lights at the Pedestrian Crosswalk
5. Operations Updates
 - A. Beach Road/Sidewalk Lighting Project
 - B. Drain Pipe Repairs
6. Continued Discussion/Update: Panther Property Salability Report from Johnson Engineering
7. Acceptance of Unaudited Financial Statements as of October 31, 2023
8. Approval of November 13, 2023 Regular Meeting Minutes
9. 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: January 8, 2024 at 1:00 PM

○ QUORUM CHECK

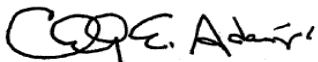
SEAT 1	JOSEPH GRILLO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	BARRY KOVE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DANIEL DITOMMASO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	DENISE KEMPF	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	TIMOTHY VANDERHYDEN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

D. Field Operations: *Wrathell, Hunt & Associates, LLC*

10. Audience Comments/Supervisors' Requests
11. Adjournment

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

Sincerely,


Chesley "Chuck" Adams
District Manager

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

4

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 Naples, FL 34113 US
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ADDRESS

Shane Willis
 Beach Road Golf Estates CDD
 9220 Bonita Beach Rd, Suite 214
 Bonita Springs, FL 34135

SHIP TO

Shane Willis
 Beach Road Golf Estates CDD
 9220 Bonita Beach Rd, Suite 214
 Bonita Springs, FL 34135

Estimate 23137

DATE 11/15/2023

SCOPE

Pedestrian Crosswalk

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Electrical:Pedestrian Crosswalk In-Road Lights Assembly (PED Crosswalk Warning Lights System) Lux iIRPM Pedestrian In-Road Lights alert drivers that they are approaching an area where pedestrians are crossing and to help pedestrians safely cross a roadway. Includes: - Crosswalk Signage - Road Lighting - Controller - Paint	1	12,350.00	12,350.00
	Electrical:Solar Kit Pedestrian In-Road Lights Solar Power Includes: - Mounting Hardware - Pedestal - NEMA Enclosure - UPS	1	7,800.00	7,800.00

TOTAL \$20,150.00

Accepted By

Accepted Date

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

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 13, 2023 at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Blvd., Bonita Springs, Florida 34135 and via Zoom at <https://zoom.us/j/94315901673> and telephonically at 1-305-224-1968, Meeting ID 943 1590 1673, for both.

Present at the meeting were:

Barry Kove	Chair
Daniel DiTommaso (via phone/Zoom)	Vice Chair
Joseph Grillo	Assistant Secretary
Timothy Vanderhyden	Assistant Secretary
Denise Kempf	Assistant Secretary

Also present were:

Chuck Adams (via phone/Zoom)	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel
Dave Underhill (via phone/Zoom)	District Engineer
Andy Nott	Superior Waterway Services, Inc. (SWS)
Wendy Weber-Brunson	Bonita Nat'l Community Association Mgr
Denise Germano	Resident
Residents (in person/via phone/Zoom)	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Willis called the meeting to order at 1:00 p.m. Supervisors Grillo, Kempf, Vanderhyden and Kove were present. Supervisor DiTommaso attended via telephone/Zoom.

SECOND ORDER OF BUSINESS

Chairman's Opening Comments

39 Mr. Kove thanked everyone for attending the meeting. The following items were
40 discussed:

41 ➤ Florida Power & Light (FPL) removed the lights on Bonita Beach Road and the poles in
42 front of the fire station. Completion of the project by the end of the month is anticipated.

43 ➤ Regarding a loose reflector at the entrance of the community, Mr. Willis stated he will
44 have it replaced.

45 ➤ Mr. Kove asked Mr. Willis address a resident's report of an exposed drainage pipe at
46 28075 Wicklow Court.

47 ➤ Regarding the tree in the lake between the 4th green and the fifth T-box, Mr. Willis
48 informed the HOA that the dead Cypress tree was removed last week. He determined other
49 Cypress trees in the community are not dead; rather, they are in the winter stage.

50 ➤ Regarding solar lighting, Mr. Willis stated that AV-Tech placed the equipment order and
51 is researching if it needs a permit. Once completed, a proposal will be presented and, if
52 approved, he expects installation to be completed within a few months.

53 ➤ Regarding speed hump installation, Mr. Willis stated that he will schedule the project
54 once the permit is issued.

55 Placement of the crosswalk was discussed.

56 Mr. Kove asked Mr. Willis to coordinate the project schedule with Ms. Weber-Brunson
57 and Troon Management.

58 Resident Denise Germano reiterated an email request to Mr. Adams for a copy of the
59 survey delineating Coach Homes IV and CDD property and for the Arborists certification on tree
60 selection, to address her and other residents' concerns about the tree roots from the ponds
61 damaging irrigation and property. Mr. Kove stated that Mr. Adams will send her the survey.
62 Mr. Kove will advise her on the other matter, once he speaks to Mr. Adams. Mr. Willis noted
63 that the State established the littoral zone and plant selection and approved the permit for the
64 CDD, not Lennar.

65 ➤ Regarding algae maintenance, Mr. Nott, of SWS, reported on the progress of dying Lake
66 14 and upcoming plans to dye Lake 8; crews will be on site to hand cut various lakes this week.

67 Mr. Willis defined the littoral zones and the various purposes and benefits of littorals.
68 Mr. Kove asked Mr. Willis to include Mr. Nott in the next littoral planting project and to prepare
69 a diagram of each lake for the Board to review.

70 Discussion ensued regarding the location and selection of plants and/or littorals,
71 aesthetics of littorals, upcoming quarterly maintenance project and the compressor box
72 location for the driving range lake.

73 ➤ Regarding the crosswalk and stop sign lines repainting project, Mr. Willis stated that
74 Collier Paving plans to paint and complete the speed hump paving project concurrently. Mr.
75 Kove asked Mr. Willis to email the schedule to Ms. Weber-Brunson so she can notify residents.

76

77 **THIRD ORDER OF BUSINESS**

Public Comments (3 minutes per speaker)

78

79 Mr. Willis stated 11 residents are attending via Zoom.

80 No members of the public spoke.

81

82 **FOURTH ORDER OF BUSINESS**

**Consideration of Response(s) to Request
for Qualifications (RFQ) for Engineering
Services**

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84

85

86 **A. Affidavit of Publication**

87 **B. RFQ Package**

88 These items were included for informational purposes.

89 **C. Respondent: Johnson Engineering, Inc.**

90 Mr. Willis noted that Johnson Engineering, Inc. (JEI) is the sole respondent to the RFQ
91 for Engineering Services. He and Mr. Adams work with JEI in other CDD's and deem JEI fully
92 qualified to meet the District's engineering needs.

93 **D. Competitive Selection Criteria/Ranking**

94 Mr. Willis advised that, with only one respondent, this step is no longer necessary. The
95 Board, upon review, can award the contract to JEI.

96 Mr. Urbancic reviewed the award process to rank Johnson Engineering as the #1 ranked
97 respondent and to authorize Staff to negotiate a contract.

98 Mr. Kove noted that JEI received “rave” references from two other communities and
99 Mr. Adams. He supports awarding the contract to JEI.

100 **E. Award of Contract**

101

102 **On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, deeming**
103 **Johnson Engineering, Inc., as the #1 ranked respondent to the RFQ for**
104 **Engineering Services and to award the Engineering Services contract to**
105 **Johnson Engineering, Inc., and authorizing Staff to commence negotiations,**
106 **was approved.**

107

108

109 Mr. Kove stated that Banks Engineering’s services will terminate once they complete the
110 speed hump project.

111

112 **FIFTH ORDER OF BUSINESS**

Operations Updates

113

114 **A. Beach Road/Sidewalk Lighting Project**

115 Regarding Phase 3, Mr. Willis stated that Mr. Adams is in contact with FPL daily and is
116 awaiting a response; an update will be emailed to the Board. Mr. Kove asked Mr. Urbanic to
117 keep track of the approaching deadline, as it might be necessary to send a letter to FPL.

118 **B. Drain Pipe Repairs**

119 Mr. Willis stated that he will notify Mr. Grillo when MRI plans to be on site to repair the
120 broken pipe. MRI is waiting for the materials to arrive, which are expected within the next few
121 weeks.

122

123 **SIXTH ORDER OF BUSINESS**

**Continued Discussion/Update: Panther
Property Salability Report from Johnson
Engineering**

124

125

126

127 Mr. Kove stated that Mr. Adams will provide an update after the team meeting on
128 December 5, 2023.

129

130 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of September 30, 2023**

131

132
133 The financials were accepted.

134 Mr. Kove asked Mr. Willis to confirm that Mr. Underhill is using construction funds for
135 the speed hump and solar lighting projects.

136
137 **EIGHTH ORDER OF BUSINESS** **Approval of October 16, 2023 Regular**
138 **Meeting Minutes**
139
140

141 **On MOTION by Mr. Vanderhyden and seconded by Mr. Grillo, with all in favor,**
142 **the October 16, 2023 Regular Meeting Minutes, as amended to include any**
143 **changes previously emailed to District Management, were approved.**

144
145
146 **NINTH ORDER OF BUSINESS** **Staff Reports**
147

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

149 Mr. Urbancic gave an update on the new ethics continuing education requirement and
150 discussed Board Members completing an ethics training course in 2024. He will continue
151 monitoring the Commission on Ethics’ website and provide updates. Ms. Kempf asked Mr.
152 Urbancic to research if he can conduct the ethics training course for the Board.

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

154 Mr. Underhill stated that the Limited Development Order (LDO) permit applications for
155 the speed tables and the three-way stop sign additions were filed with the City early last week.
156 Construction funds will be used for the speed hump, pedestrian crosswalk and solar lighting
157 projects. Regarding placement of the speed humps, he recommended all parties meet on site
158 with the contractor.

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

160 There was no report.

- 161 • **NEXT MEETING DATE: December 18, 2023 at 1:00 PM**

- 162 ○ **QUORUM CHECK**

163 All Supervisors confirmed their attendance at the December 18, 2023 meeting.

164 **D. Field Operations: Wrathell, Hunt and Associates, LLC**

165 Mr. Willis presented the Field Operations Report. He reported the following:

166 ➤ EarthBalance just confirmed that the additional littorals will be planted next week.

167 ➤ Lykins will repair and/or replace the damaged signs in front of Village Walk within the

168 next few weeks. The signs will be installed further away to avoid future damage.

169 Mr. Willis requested direction regarding the Project Tracker and how to handle

170 completed projects. The consensus was to remove completed projects from the Report every

171 quarter, meaning three months after the completion date.

172

173	TENTH ORDER OF BUSINESS	Audience	Comments/Supervisors'
174		Requests	

175

176 Mr. Willis stated, at this time, nine residents are participating via Zoom.

177 A resident asked if the Panther Mitigation property will be a private or public sale and

178 noted another parcel is being rezoned. Mr. Willis stated that property is encumbered with

179 various constraints and it is deemed for agriculture use only. Mr. Urbancic stated there are

180 public aspects to the sale of this property; the CDD will need to declare the property as surplus.

181 There were no Supervisors' requests.

182

183	ELEVENTH ORDER OF BUSINESS	Adjournment
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186 **On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the**

187 **meeting adjourned at 2:05 p.m.**

188

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

192
193
194
195
196
197

Secretary/Assistant Secretary

Chair/Vice Chair

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

BEACH ROAD GOLF ESTATES COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Bonita National Golf and Country Club, 2nd Floor of the Clubhouse 17671 Bonita National Blvd., Bonita Springs, Florida 34135</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 16, 2023	Regular Meeting	1:00 PM
November 13, 2023*	Regular Meeting	1:00 PM
December 18, 2023	Regular Meeting	1:00 PM
January 8, 2024**	Regular Meeting	1:00 PM
February 19, 2024	Regular Meeting	1:00 PM
March 18, 2024	Regular Meeting	1:00 PM
April 15, 2024	Regular Meeting	1:00 PM
May 20, 2024	Regular Meeting	1:00 PM
June 17, 2024	Regular Meeting	1:00 PM
July 15, 2024	Regular Meeting	1:00 PM
August 19, 2024	Public Hearing & Regular Meeting	1:00 PM
September 16, 2024	Regular Meeting	1:00 PM

Exceptions

**November meeting date is one week earlier.*

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



Wrathell, Hunt and Associates, LLC

TO: Beach Road Golf Estates CDD Board of Supervisors

FROM: Shane Willis – Operations Manager

DATE: December 18, 2023

SUBJECT: Status Report – Field Operations

Landscape Activities:

- BBRD mowed twice a month
- BBRD treated for weeds twice a month
- Irrigation wet checks conducted
- Palm frond clean-up weekly
- We installed 2 pallets of sod in areas damaged by grubs
- Irrigation station near Bonita Landing – clusia installed to improve aesthetics
- Pine straw to be installed along BBRD in December

Misc. Activities:

- Grub infestation is being addressed along BBRD
- Lake 14 to be dyed in order to treat the planktonic algae, continues to improve and staff will continue to monitor.

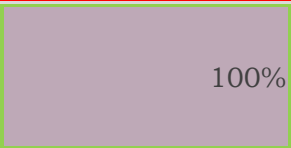

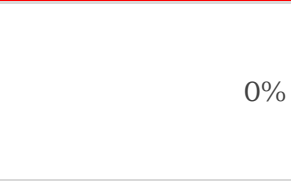
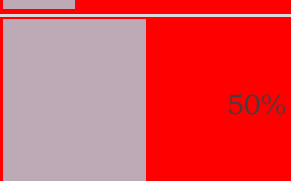
PROJECT STATUS as of 12/11/2023

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
Bonita Beach Road Lighting Project	In Progress	6/9/2023	25%	Bonita Beach Road Lighting Project – All parties that attended the meeting on 6/5/23 at 1:00pm agreed to a potential sidewalk lighting project. It involves the installation of Arbor Style heads & light poles (example pictures below). They will be installed about 100ft apart the length of the sidewalk.
	In Progress	6/19/2023	25%	District Manager & Board were informed by District Engineer that he would not sign off on project. Board disagreed and requested a meeting between the District Manager, District Attorney & Bond Counsel
	In Progress	6/28/2023	25%	Chuck Adams Update: Bond Counsel provided a path for us to be able to utilize Construction Funds to pay for the removal of the existing lighting equipment on Bonita Beach Road. Dave advised he needed to check a couple of items (including language on the form of requisition required by the Trust Indenture). When I followed up with Dave yesterday afternoon, he advised he was comfortable with the process. He will be preparing an amendment to the Engineer's Report that will more specifically be calling out street lighting as a part of the improvements contemplated for the Beach Road part of the project. He will also, sign and seal the requisition. Both of these will items will be presented to the Board on your July agenda for consideration/approval.
	In Progress	9/12/2023	50%	Agreement with Johnson's Engineering signed for consultation services.

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	10/4/2023	75%	The Engineer has completed the photometric survey for the sidewalk lighting and has indicated he expects to have surveying, design and LDO application completed by 10/6/23.
	In Progress	10/23/2023	75%	Removal of current street lighting and associated equipment began.
	In Progress	11/1/2023	80%	Installed light poles and associated equipment have been removed.
	In Progress	6/27/2023	50%	Contract signed and proof approved. Sign pick up expected any day. Probably a 30+ day project in total.
	In Progress	10/4/2023	75%	Sign has been removed and new sign is currently being constructed. Installation expected by 10/15/2023.
	Complete	10/20/2023	100%	New Sign confirmed installed
MRI Pipe Repairs	In Progress	6/9/2023	0%	Contract and scope of services being drawn up
	In Progress	6/28/2023	0%	Contract Agreement sent to vendor, waiting for legal review signatures and scheduling
	In Progress	8/11/2023	25%	Contract Signed , waiting for schedule
	In Progress	9/12/2023	75%	Inspection completed, repairs underway. Pipe repair proposal \$16,970.00



To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	10/10/2023		Compromised pipe repair tentively scheduled for first week in November, all other repairs completed.
	Complete	12/6/2023		All Repairs Completed
MRI Inspection Along BBR	In Progress	8/8/2023		Inspection conducted on 8/8/2023, report is being prepared
	In Progress	9/20/2023		Contract signed for cleaning, awaiting scheduling date.
Additional Speed Humps	In Progress	8/8/2023		Collier Paving is waiting for confirmation that Timo Brothers can supply the pavers in the allotted time, does not appear they will be able to meet the September 30 timeline.
	In Progress	9/12/2023		Staff was informed 9/11/2023 that Timo Brothers had prepared a proposal for the speed humps, will provide to the Board as a handout at next meeting.
	In Progress	10/4/2023		Contract is awaiting signatures from vendors and scheduling.
	In Progress	11/3/2023		Contract signed with Collier Paving, permitting process underway.

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
Solar Pedestrian Crosswalk Project	Not Started	8/8/2023	0%	Collier Paving is waiting for DOT/County/City requirements for installing these inside of Bonita Springs & Lee County.
	Not Started	9/12/2023	0%	Informed by Collier Paving that they do not have anyone qualified to install due to the electrical requirements. Staff is sourcing vendors to install the wiring and signs. Road markings will be sourced after that benchmark
	In Progress	10/4/2023	25%	Waiting for contract agreement with the light system provider in Georgia.
	In Progress	12/11/2023	50%	AV Tech Proposal for Board Consideration
	In Progress	9/19/2023	0%	Proposal requested from Lykins to repair/replace damaged signs.
	In Progress	9/22/2023	25%	Proposal signed with Lykins.
	In Progress	9/27/2023	50%	Signs removed for replacement/repair.
Additional Littoral Plantings	Not Started	6/9/2023	0%	Board approved additional plantings for Lakes 23 & 24

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	10/24/2023	 25%	Change Order with EarthBalance signed for additional littoral plantings. Pending harvest date.
	Complete	11/29/2023	 100%	Littoral Plantings Completed