

**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 Public Hearing and Regular Meeting on August 19, 2024 at 1:00 p.m., at the Bonita National Golf and Country Club, 2<sup>nd</sup> Floor of the Clubhouse, 17501 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 and Passcode: 555333, for both.

**Present were:**

Barry Kove	Chair
Daniel DiTommaso	Vice Chair
Joseph Grillo	Assistant Secretary
Timothy Vanderhyden	Assistant Secretary
Denise Kempf	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel
Mark Zordan	District Engineer
Andy Nott	Superior Waterway Services, Inc. (SWS)
Wendy Weber-Brunson	Bonita Nat'l Community Assoc. Manager
Carl Mossberg	Seasons Facilities & Grounds Cmte Mmbr
Greg Mitchell	HOA Board Member/Resident

**Residents present (in person/via phone/zoom:**

Gary Mathis	Jim Mullin	John Irwin	Mike Ciberey	Gary Mathis
Mike Junk	Paul Wasser	Tamara Jorstad	Other Residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Willis called the meeting to order at 1:00 p.m. All Supervisors present.

**SECOND ORDER OF BUSINESS**

**Chairman's Opening Comments**

Mr. Kove welcomed all attendees.

Mr. Kove reordered the agenda

Mr. Kove asked Mr. Nott why the ground fault circuit interrupters (GFCI) trip and the aeration system on Wicklow Court are not working.

▪ **Update: Superior Waterway Services, Inc. Treatment Report**

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

Mr. Nott discussed the following:

- He thinks the aeration system on Wicklow Court probably needs to be adjusted. He will notify the technician.
- The GFCI with the most issues is at Lake 15, Hole 5; he recommended switching the outlet with an EPT breaker for about \$475 each, which includes parts and labor. It is less sensitive and was done as a test at Lake 7 and seems to be working. He will obtain a proposal to switch all outlets to EPT breakers.
- The technician inspected the cabinets last week and replaced the compressor at Lake 6 and raised it at no charge; the prior one was 5" under water.

Asked if he spoke to Mr. Sheppard, Mr. Nott stated that he is meeting with him after this meeting. Mr. Grillo noted the inability to retrieve golf balls due to the tall weeds across from the driving range. Mr. Nott will inspect and provide Mr. Willis with recommendations, if warranted.

Mr. Kove opened public comments specific to this matter.

Resident Mike Ciberey asked if Lake 21 needs additional littorals. He recalled that the project was deferred. Mr. Nott stated there are areas where it is thick and some where they can be filled in; however, Lakes 20 and 21 have a decent amount of plants that will eventually fill in naturally; whether to fill in 100% is the Board's decision.

Mr. Willis recalled having two different topics, the project of adding additional fill-in littorals, which was deferred, and the other was planting littorals that produce flowers, for which he will obtain proposals from Mr. Nott and EarthBalance in the upcoming planting season. Mr. Nott was asked to provide current photos of the areas within the next 90 days.

Regarding residents choosing the littorals, Mr. Willis stated that, per the permit, residents are not authorized to plant or remove littorals, only a licensed and certified Aquatics Manager can remove them from that lake tract, which is why the CDD is billing the homeowner and the HOA will continue to e-blast educational materials to the residents.

This item will remain an ongoing agenda item.

▪ **Chairman's Opening Comments Resumed:**

The following items were discussed:

➤ Regarding whether the vendor finished planting around the compressor boxes, Mr. Willis replied affirmatively; also, sod was installed outside of Seasons and additional bird of paradise along the median, which replaced the dead crown of thorns.

Mr. Grillo reported dead shrubs around the aerator at Hole 9.

➤ Regarding whether Seasons and Valencia provided feedback since cutting the trees to improve sight lines, Mr. Grillo stated that they love it.

➤ Regarding the status of the Solar Lighting Project, Mr. Willis stated that AV-Tech decided to replace the equipment with an entirely new system, at its expense, and is just waiting for the materials to arrive. The parts originally ordered from the original vendor are incompatible with the lights in the control box for the current vendor.

➤ Regarding the status of the stop signs, Mr. Willis had no update; Lykins-SignTek is still backlogged. He will correct the description in the Construction Fund Sources & Uses Reconciliation Report.

➤ Regarding the Signtek Lighting Sidewalk Project, Mr. Adams had no update; Florida Power & Light (FPL) expects delivery of the materials this month and to complete the project in December.

Mr. Kove asked Staff to inspect the second drain on the Seasons side, as it might need to be cleaned again. Mr. Adams suggested Mr. Zordan compare the water level to the lake levels in Seasons. Mr. Grillo reported a large car part near the first drain that needs to be removed.

Mr. Kove noted a loose reflector at Longford Court and Bonita Beach Road and an issue with the pedestrian entry gates card reader. Mr. Willis stated that those are HOA matters.

➤ Regarding the proposed Fiscal Year 2025 assessment increase. Mr. Adams discussed using \$23,000 of fund balance in the current year and increasing fund balance by \$14,000, to build up depleted surplus fund balance. He will review this in detail later in the agenda.

Mr. Kove reported on receiving several complaints about the irrigation schedule and asked for the HOA to e-blast information. Ms. Weber-Brunson stated they are working on correcting pump issues.

Mr. Kove opened public comments on the above matters.

Resident and HOA Board Member Greg Mitchell asked how the lights on Wicklow Court will be activated. Mr. Willis stated that a laser beam will activate the lights.

A resident asked if the rainwater going into the drains goes into the CDD lakes. Mr. Willis stated that the CDD stormwater system consists of the rain draining from the streets to the interconnecting pipes and into the stormwater retention ponds; he will review this in detail during the Field Operations Report.

Resident Mike Junk asked why residents cannot receive the irrigation schedule. Since this is an HOA matter, Ms. Weber-Brunson stated that the schedule is the same as the South Florida Water Management District (SFWMD) and is posted on the HOA website; she will e-blast the information again.

**THIRD ORDER OF BUSINESS**

**Public Comments (3 minutes per speaker)**

Mr. Willis stated that ten participants are attending via phone/Zoom and about ten or twelve are attending in person.

Resident Paul Wasser asked, on behalf of the HOA Board, if it is possible not to have the HOA and CDD cut the grass twice in one week along the frontage of the community and for invoices, like for stop signs, to include specific details. Mr. Willis stated that the CDD only cuts the center islands and will ensure contractors include specific details for invoicing. He stated that the two projects were for signs in front of the Village Walk median, the other replaced the damaged sign outside of Bonita National.

A resident asked about the CDD mowing only the center median on Bonita Beach Road. Mr. Adams stated it includes some swale mowing at the Seasons' entrance; the sidewalk delineates responsibilities.

Resident Gary Mathis voiced his opinion that additional mowing is occurring and asked if anyone is monitoring the landscapers to make sure services are being performed per the contract. Mr. Adams thinks that the CDD needs to confirm that the Landscape Supervisor is following the Exhibit map in the contract.

**FOURTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2024/2025 Budget**

**A. Proof/Affidavit of Publication**

**B. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Adams stated that expenditure levels in the proposed Fiscal Year 2025 budget are similar to prior years. The major change to the proposed budget is removing use of surplus fund balance, which, in prior years, kept assessment levels flat year over year, which depleted fund balance to the point of increasing surplus fund balance by \$14,000.

Asked about the “Allowable discounts (4%)” line item, Mr. Adams stated that property tax bills paid by November 30<sup>th</sup> each year receive a 4% discount; the discount percentage decreases one percent each month until the March 31<sup>st</sup> deadline.

Mr. Adams presented the proposed Assessment Table on Page 7, which breaks down the Operations and Maintenance (O&M) assessment increases ranging from \$26 to \$30 per unit, based on the product type, versus the Debt Service assessment, which stays essentially the same.

Mr. Kove voiced his opinion that the budget line items are accurate and clean when comparing it to the last two years. Mr. DiTommaso agreed with Mr. Kove and stated that the budget was prepared as directed in June, knowing that the surplus fund was becoming diluted, due to keeping the assessment levels flat over the years.

Mr. Adams responded to questions regarding shared cost revenue, terms and the five-year monitoring and reporting program for the Panther Mitigation Property, which the Developer handled the first year and the CDD took over the remaining years.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the Public Hearing was opened.**

Resident Mr. Ciberey asked if leasing the Panther Property is forecasted in the Fiscal Year 2025 budget. Mr. Adams stated that it continues to be an expense with no revenue; leasing the property will be discussed later in the agenda.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for the Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Willis presented Resolution 2024-06, known as the Assessment Levying Resolution.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for the Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Continued Discussion/Update: Panther Property Salability**

Mr. Adams stated that Realtor Philip Berger has not returned any of his calls about the CDD’s counter offer presented in June; it looks like the rancher’s interest in leasing the property has waned. Ms. Kempf stated that a rancher advised her of the benefits of having cattle on the property; she thinks the CDD should consider soliciting other realtors. Mr. Adams reminded the Board that the CDD will still need approval from the SFWMD.

This item will be removed from future agendas.

**SEVENTH ORDER OF BUSINESS**

**Discussion: Warelight Bullet Flood Light Series - BBRD Landscape Lighting Project**

Mr. Willis presented the lighting specifications for the landscape lighting project requested at the last meeting. Mr. Bentley specifically suggested this light series, as the lumens

and color can be adjusted very simply, if needed, which will not be as costly as other styles; the cost of either lighting styles is the same. Mr. Kove polled the Board as to the color preference, bronze or black; the consensus was black.

Discussion ensued regarding resending the schematics to the Board and Mr. Mossberg and, once installed, adding the project to the GIS program. Mr. Bentley will submit a refined proposal once he completes the design.

**EIGHTH ORDER OF BUSINESS**

**Ratification of LandCare USA, LLC  
Landscape Renewal Proposal [Landscape  
Management Agreement]**

Mr. Willis presented the LandCare USA, LLC (LandCare) contract for ratification and noted that LandCare agreed to remove the proposed 5% increase from the Year 2 Landscape Management Agreement. The amount in LandCare’s Agreement will be incorporated into the CDD’s standard contract. The CDD will bid the project next year.

Discussion ensued regarding LandCare’s belief that the poor performance was related to communication, LandCare contacting Mr. Willis weekly, LandCare resolving outstanding projects and the CDD and Bonita National possibly coordinating contracts next year.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the LandCare USA, LLC Landscape Renewal Proposal and Landscape Management Agreement, were ratified.**

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the LandCare USA, LLC Landscape Management Agreement Year 2 renewal, in the amount of \$37,760, was ratified.**

**NINTH ORDER OF BUSINESS**

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

Mr. Adams stated that the “Revenue Assessment levy: on-roll” budget line item is at 101% due to some property owners not taking full advantage of the early pay discount opportunity.

• **Construction Fund Sources and Uses Reconciliation**

Mr. Willis presented the Construction Fund Sources and Uses Reconciliation Report.

Mr. DiTommaso asked if any projects are missing from the list. Mr. Adams stated that the Report looks good, it shows the CDD used construction funds for a lot of items that were not

envisioned in the original design and development of the CDD; Staff will make sure the MRI, Anchor Marine, etc., contracts are clear before closing the construction account. Mr. Willis is waiting to receive Requisitions to update the Report; all the payments are accounted for and present on the Reconciliation Report.

Mr. Kove suggested proceeding with the GFCI replacement project and funding it with construction funds before closing the account. He asked Staff to have Mr. Nott inventory the equipment and provide proposals at the next meeting.

Ms. Kempf asked about the “Bad debt” expenditure line item, on Page 2. Mr. Adams will research it and email his findings to the Board.

The financials were accepted.

**TENTH ORDER OF BUSINESS**

**Approval of July 15, 2024 Regular Meeting Minutes**

The following changes were made:

Lines 26 and 76: Change “Valencia” to “Bonita National”

Lines 27 and 28: Change “Valencia Facilities & Grounds Committee” to “Resident”

Line 82: Change “alligator” to “alligators”

Line 146: Change “Busies” to “Business”

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the July 15, 2024 Regular Meeting Minutes, as amended, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Urbancic stated that, due to new legislation, going forward, all CDD contracts must include certification to comply with the new Florida human trafficking law. Mr. Willis stated that he will add that to the LandCare USA, LLC contract. Every CDD contract/agreement will include a sworn affidavit that the vendor must sign and notarize attesting that they are not aware of anybody they employ being involved in human trafficking.

**B. District Engineer: Johnson Engineering, Inc.**

Mr. Willis introduced new District Engineer Mark Zordan.

Mr. Zordan had nothing to report.



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

- **NEXT MEETING DATE: September 16, 2024 at 1:00 PM**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the September 16, 2024 meeting.

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

The Report was included for informational purposes.

Mr. Willis gave a presentation showing where the drainage structure and pipes were added to the GIS program.

Discussion ensued regarding the two drainage structures that go to the Seasons lake and to Bonita Beach Road, finding out why it is holding water, the Project Certification indicating that Seasons built the drainage structures according to the permit and design and updating the GIS program to include the preserves in the CDD boundaries.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments/Supervisors' Requests**

Mr. Willis stated that about ten participants are attending via phone/Zoom.

Resident Tamara Jorstad asked what the cost would be if the HOA wants to add features to the GIS program. Mr. Willis stated that the HOA will incur the cost, which is based on the number of hours needed for a project to be added to the GIS; as an example, the cost to add the aerators within Bonita National was about \$800. Mr. Adams stated that anything the HOA includes will become public information and cautioned the HOA not to include sensitive information.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, the meeting adjourned at 2:24 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
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Secretary/Assistant Secretary

  
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Chair/Vice Chair