

**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 July 21, 2025 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/95544868880>, and telephonically at 1-305-224-1968, Meeting ID: 955 4486 8880, Passcode: 5522 for both.

**Present:**

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

**Also present:**

|                          |   |
|--------------------------|---|
| Shane Willis             | Operations Manager                      |
| Greg Urbancic (via Zoom) | District Counsel                        |
| Mark Zordan (via Zoom)   | District Engineer                       |
| Andy Nott                | Superior Waterway Services, Inc.        |
| Shelley Olsen            | HOA Community Association Manager (CAM) |
| Natalie Garavelli        | HOA Assistant CAM                       |
| Jeff Cutler              | Resident and HOA _____                  |
| Other Residents          |   |

The names of all attendees, residents and/or members of the public might not be included in these meeting minutes. If the person did not identify themselves, their name was inaudible or their name did not appear in the meeting notes or on an attendee sign in sheet, the name was not listed.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

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

**SECOND ORDER OF BUSINESS****Chairman's Opening Comments**

Mr. Kove asked if the Board can receive a draft agenda to review before it is finalized. Mr. Willis replied affirmatively.

**THIRD ORDER OF BUSINESS****Public Comments (3 minutes per speaker)**

Public comments were heard during the meeting.

**FOURTH ORDER OF BUSINESS****Update: Superior Waterway Services, Inc.  
Treatment Report**

Mr. Nott presented the Monthly Treatment Report outlining treatments in the lakes and flowways and noted that water levels are rising. The technician investigated all the aeration systems and, other than possible moisture in the air, is still working to determine what is causing the ground fault circuit interrupters (GFCI) to trip.

Mr. Kove asked for suggestions to lower the exposed extension pipes and to check the noise levels from the compressors. Mr. Nott stated he will inspect and submit a proposal to anchor the pipes.

Mr. Kove asked about the Pedestrian/Golf Cart Crosswalk project at Cavan Court. Mr. Willis stated that AV-Tech is waiting for the poles to arrive; the project will take about three days to complete.

Mr. Kove asked if Mr. Adams contacted Florida Power & Light (FPL) about the sidewalk lighting project and noted that two lights remain lit. Mr. Willis stated he will ask Mr. Adams if FPL responded to his email requesting a maintenance visit. Regarding Seasons asking for the lights to come on simultaneous, instead of different sections coming on at different times, Mr. Willis stated this is typical of photo optic sensors.

Mr. Kove stated that LandCare's contract expired on July 1, 2025 and is on a month-to-month basis and noted that LandCare has yet to address any of the CDD's concerns. Mr. Willis stated he contacted the area Manager last week about LandCare's unresponsiveness. LandCare finished cleaning the lamppost poles and where the mature Royal Palm tree was replaced. LandCare agreed to hold their prices if the Board awards them a new contract. Additional

proposals/bids will be presented at the next meeting; the contract amount is below the amount that would necessitate the sealed bid process.

Mr. Kove asked if LandCare replaced the plants in front of the second Valencia entrance. Mr. Willis stated they completed the project a little over a week ago.

Discussion ensued regarding possibly pursuing LandCare in the future for reimbursement of costs to repair irrigation and lighting systems that LandCare's crews damaged; the LandCare Supervisor inspecting completed work by adding that language into the scope of services for all CDD contracts; the HOA representatives' comments on LandCare's performance; and the assignment of a different Manager than the CDD's Manager.

Mr. Kove asked for the Landscape Account Managers to present proposals at the next meeting.

Discussion ensued regarding the reasons the drainage structure at Seasons needs to be cleaned out and whether the CDD can start holding other communities and contractors responsible for damaging CDD property, instead of the CDD incurring repair costs.

Mr. Kove asked for an update on the sidewalk repair project. Mr. Willis stated that Ms. Magaldi and Counsel for Bonness worked on several red-line versions of the CDD's contract and verbal approval from Counsel for Bonness was received to accept the final version of the contract. Mr. Zordan stated that, once the contract is executed, it will be placed on the schedule; he expects the project to commence within 30 days.

Mr. Kove asked if a date was set to close out the Construction Fund Account. Mr. Willis replied no, as the sidewalk repair and solar pedestrian crosswalk projects need to be completed before the close out process can commence. He presented the Construction Fund Sources and Uses Reconciliation Report behind the Fifth Order of Business.

Discussion ensued regarding the Valencia HOA sending letters placing vendors on notice about trucks damaging property; developing solutions like placing all vendors on notice; installing "No Parking on Sidewalks" signs that comply with traffic codes; hiring an off-duty Sheriff Deputy to patrol and issue tickets, which is more effective but costly; educating residents of ongoing issue and cost; and installing a ramp or curb cut out.

Mr. DiTommaso posed and Mr. Willis and Mr. Urbancic responded to questions regarding the Construction Fund; closing it in Fiscal Year 2025 rather than a carry over to Fiscal Year 2026; the process of closing the Construction Fund account and apply remaining funds to pay down bond debt; and the bill to increase sovereign immunity limits not passing legislation so that will not affect the Fiscal Year 2026 budget.

Ms. Kempf asked if the CDD is required to provide a legal explanation as to why the Banks Engineering 2022 and 2023 requisition numbers are missing to close out the Construction account. Mr. Zordan stated he will confirm that the contracts and supporting documents are sufficient.

Mr. Kove stated that, in addition to cancelling the Wicklow Court solar project, the reflectors were removed.

#### **FIFTH ORDER OF BUSINESS**

#### **Acceptance of Unaudited Financial Statements as of May 31, 2025**

- **Construction Fund Sources and Uses Reconciliation**

Mr. Willis presented the Unaudited Financial Statements as of May 31, 2025. Mr. Willis and Mr. Urbancic responded to questions about the Assigned and Unassigned fund balance, what happens to unused funds and the strategy of reserving funds or obtaining loans for capital improvement projects, if needed. Mr. DiTommaso questioned the \$150,000 budgeted for “Lake bank erosion repair” and the footnote which reads, “Intended to fund long term lake bank erosion repairs in District owned ponds”. He noted that that has been budgeted for the last three or four budget years without any actual expenses against it. He noted the increase in this year’s budget and asked if that line item can be diluted in any way to achieve a savings. He asked for an explanation of how unused funds works, and if they carry forward.

Mr. Willis stated that unused funds go into the unexpended fund balance; it is not a reserve, but it does act as a budgetary reserve for other line items. He recalled that such funds were used for the Fox Rock project. Mr. DiTommaso stated he understands that it is not a reserve, and asked there are three years like that, totaling \$450,000, where do those funds reside? Mr.

Willis stated that those funds would be reflected in the “Fund balance – ending” total shown on Page 3, which shows what is available to the CDD, in the event that those funds are needed.

The financials were accepted.

**SIXTH ORDER OF BUSINESS****Approval of June 16, 2025 Regular Meeting Minutes**

The following changes were made:

Lines 76 and 81: Change “A Board Member” to “Mr. DiTommaso”

Regarding Line 146, Mr. DiTommaso asked if the HOA/golf course was notified that the maintenance facility pedestrian crosswalk project was cancelled and that the CDD is no longer involved. Mr. Willis stated he drafted an email and will send it today. Regarding safety and who is responsible in the event of an accident, Mr. Willis stated that the road and the cart path are private property of the HOA and the golf course, respectively.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the June 16, 2025 Regular Meeting Minutes, as amended, were approved.**

Ms. Olsen introduced Natalie as the new Assistant CAM; she will attend CDD meetings.

**SEVENTH ORDER OF BUSINESS****Staff Reports**

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

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

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: August 18, 2025 at 1:00 PM [Adoption of FY2026 Budget]**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the August 18, 2025 meeting.

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

The Project Tracker Report was included for informational purposes.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments/Supervisors' Requests**

Mr. Willis stated that four participants were attending via phone/Zoom and three were attending in person.

No members of the public spoke.

There were no Supervisors' requests.

**NINTH ORDER OF BUSINESS**

**Adjournment**

|  |
|--|
| <p>On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the meeting adjourned at 2:32 p.m.</p> |
|--|

  
Secretary/Assistant Secretary

  
Chair/Vice Chair