

**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 December 15, 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/96342228042>, and telephonically at 1-305-224-1968, Meeting ID: 963 4222 8042.

**Present:**

Barry Kove  
Daniel DiTommaso  
Joseph Grillo  
Denise Kempf

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Shane Willis  
Greg Urbancic (via phone/Zoom)  
Mark Zordan (via phone/Zoom)  
Blake Grimes  
Shelley Olson

Gabby Keller  
Jeff Karasyk (via phone/Zoom)  
Mike Ciberey  
Rich Epstein  
Jeff Cutler  
Steve Holtzman  
Other Residents

Operations Manager  
District Counsel  
District Engineer  
GulfScapes Landscape Mgmt Services  
HOA Community Association Manager (CAM)  
HOA  
Valencia Bonita Member of the Public  
Resident/Board Candidate  
Resident/Board Candidate  
Resident  
Resident

The names of all attendees, residents and/or members of the public might not appear in the 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 a 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 1:01 p.m. Supervisors Kove, DiTommaso, Grillo and Kempf were present. One seat was vacant.

Chairman's Opening Comments

Mr. Kove welcomed the attendees and the candidates for vacant Seat 5. He discussed the following:

➤ He responded to today's email from Jeff Caris, from Valencia Bonita, in which Mr. Willis confirmed there is no issue with the chemical they chose to spray treat the ant hill along the grass/sidewalk.

Mr. Caris asked Mr. Willis to reply to his email so he can forward it to his HOA Board.

Discussion ensued regarding the belief that other communities with the same issue should treat it how they see fit. The CDD is only ensuring that the chemicals will not damage the sod; CDD approval is not required, as the ant infestation is not on CDD property.

➤ Regarding the status of the lights that are out in the median, Mr. Willis confirmed Florida Power & Light (FPL) shows the Work Orders as active but when the repairs will happen is unknown.

➤ Regarding the status of replacing the three landscape lights in the median, Mr. Willis asked Mr. Kove to provide the locations.

➤ Mr. Kove stated he entered the serial numbers of the sidewalk poles with issues into FPL's system.

➤ The crosswalk project at Cavan Court and Bonita National Boulevard is completed.

▪ **Consideration of the Collier Paving Proposal to Paint the Road Markings at the Cavan Court Crosswalk**

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

Mr. Willis presented the Collier Paving proposal to paint the faded road markings, which can be funded using construction funds before closing the construction fund account.

**On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, the Collier Paving Proposal to repaint faded road markings at the Cavan Court crosswalk, in the approximate amount of \$3,000, before closing out the project and closing the construction fund account, was approved.**

➤ Regarding the trimming of trees that were relocated from Galway into the corner between Bonita National and Seasons, Mr. Willis stated that crews commenced work. Mr. Grimes expects the project to be completed by Friday.

Mr. Kove asked Mr. Nott to inspect the compressor noise levels on Galway and Antrim Court.

Mr. Kove asked if proposals should be obtained in January for the Lake Bank Restoration project, as water levels are expected to recede soon. Mr. Willis stated the Board gave approval for Mr. Nott, of Superior Waterway Services, Inc. (Superior), to perform the work; however, other proposals will be obtained to ensure Superior's prices are competitive. The project is expected to commence in February or March 2026 and will be based on Mr. Nott's timing recommendation. The anchor down portion of the project of extending the visible pipes into the lake will commence next week.

Mr. Kove asked who is responsible for maintaining the landscaping around the compressor boxes. Mr. Willis stated the HOA landscapers, as the CDD does not have landscape assets inside the gates. Due to resident complaints, the shrubs were installed to suppress noise.

Ms. Olson asked for the ground fault circuit interrupter outlet at the 14<sup>th</sup> tee to be repaired.

Mr. DiTommaso asked if the vacant land at Galway and Wicklow Court is being maintained. Mr. Grimes stated that the area is being maintained. He will check if there are drip lines or irrigation in the area.

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

Mr. Willis stated there are six residents attending via Zoom.

No members of the public spoke.

**FOURTH ORDER OF BUSINESS****Consideration of Appointment of Qualified  
Elector to Fill Unexpired Term of Seat 5;  
Term Expires November 2026**

Mr. Willis stated that the Board can defer this to the next meeting or interview and appoint a candidate today. Mr. Urbancic reviewed the policy for filling an unexpired vacant seat.

- **Candidates for Vacant Seat**

- **Mike Ciberey**

- **Rich Epstein**

Each candidate discussed their reasons for wanting to serve on the Board and gave an overview of their personal and professional backgrounds.

The Board Members opined that both candidates are well qualified and either one would be a good addition to the Board. The prospective candidates and incumbents were advised of the upcoming candidate qualifying period deadline in June 2026 for the November 2026 General Election.

**Mr. Willis opened Public Comments.**

No members of the public spoke.

**Mr. Willis closed Public Comments.**

Mr. Kove nominated Mike Ciberey to fill Seat 5. No other nominations were made.

Board Members stated they were pleased with the individual interview process, which avoided any perception of a Sunshine Law violation and thanked the candidates for their interest.

**On MOTION by Mr. Kove and seconded by Ms. Kempf, with all in favor, the appointment of Mike Ciberey to fill Seat 5, was approved.**

- **Administration of Oath of Office to Appointed Supervisor (the following will also be provided under separate package)**

Mr. Willis and Mr. Urbancic explained the following:

- A. **Required Ethics Training and Disclosure Filing**
  - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligation and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mr. Willis, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mike Ciberey. Mr. Ciberey accepted the allowable Supervisor compensation.

- **GulfScapes Landscape Management Services; Property Update**

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

Mr. Grimes discussed the actions taken to date, which were general routine maintenance. The brown spots indicate the weed grass is going dormant and might require further spraying or sod replacement. The grass was fertilized and appears greener and crews picked up trash and palm fronds.

Mr. Grimes stated that mulch or pine straw is needed in the tree circles. He suggested pine straw as it lasts longer. He discussed the criteria for using mulch and stated that they each cost the same. The consensus was to install pine straw.

“Update: GulfScapes Landscape Management Report” will be added as an ongoing agenda item after the first Public Comments section.

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2026-03,  
Electing and Removing Officers of the  
District and Providing for an Effective Date**

Mr. Willis presented Resolution 2026-03. Ms. Kempf nominated the following slate:

Bary Kove	Chair
Daniel DiTommaso	Vice Chair
Joseph Grillo	Assistant Secretary
Denise Kempf	Assistant Secretary
Mike Ciberey	Assistant Secretary

No other nominations were made.

This Resolution removed the following from the Board:

Timothy Vanderhyden	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Chuck Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

**On MOTION by Ms. Kempf and seconded by Mr. Grillo, with all in favor, Resolution 2026-03, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.**

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

Mr. Willis stated, on behalf of Mr. Nott, that crews will be on site next week to bury the tubes in the areas Mr. Grillo identified. He is aware of the resident complaint about noise coming from the aeration cabinets and expects to complete both items by next week. The service contracts will be emailed to Mr. Ciberey.

**SEVENTH ORDER OF BUSINESS****Discussion/Consideration/Ratification:  
Performance Measures/Standard & Annual  
Reporting Form**

Mr. Willis presented the following:

**A. October 1, 2024 – September 30, 2025 [Posted]**

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the Fiscal Year 2025 Goals and Objectives Reporting, was ratified.**

**B. October 1, 2025 – September 30, 2026**

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.**

**EIGHTH ORDER OF BUSINESS****Review: District Agreements**

- A. Memorandum of Understanding Between the City of Bonita Springs and Lennar Homes, LLC Regarding Bonita Beach Road Maintenance and Voluntary Impact Fees [dated August 5, 2015]**
- B. Interlocal Cost-Sharing Agreement Between the CDD, Bonita Landing CDD, East Bonita Beach Road CDD and Valencia Bonita Homeowners Association, Inc. (dated June 2, 2017)**

Items 8A and 8B are interconnected. The documents were included to clarify who is responsible for what in relation to Bonita Beach Road Maintenance and why.

Ms. Kempf asked why different terms were used to identify Bonita Beach Road in the Memorandum of Understanding. Mr. Urbancic thinks it is because it was originally set up by one Developer via an initial Limited Grant of Easement in September 2001 and then a Joint Development Agreement and Roadway Development Agreement and other Joinders to the Agreement with other parties were added as the project matured. Subsequently, the Interlocal Cost Sharing Agreement was intended to supersede the prior Agreements and codify the name because all the prior Agreements contemplated that either an HOA or CDD can step in for the Developer. There was supposed to have been a Conveyance Companion Termination of all those prior Agreements by the Developer, which he had a draft of, but it does not show up as recorded

on the County records. All the neighborhood entities joined into the Interlocal Cost Sharing Agreement, which effectively took its place.

Mr. Kove asked what the Village Walk's cost sharing responsibility is with regard to assisting with roadway repairs in front of Village Walk and in the future. Mr. Urbancic stated none, as that portion is covered under the Interlocal Cost Sharing Agreement, unless the Association was intentional and negligent and created the damage.

Mr. Kove asked if the City responded to the CDD's letter expressing interest in the City taking over maintenance of Bonita Beach Road. Mr. Urbancic stated not since the initial follow-up to confirm receipt.

Ms. Kempf asked for the definition of right-of-way (ROW), in Section 1 of the MOU in which Lennar agreed to mow and maintain the portion of Bonita Beach Road fronting the Village Walk project. Mr. Zordan stated it is generally roadway, islands and sidewalk and is dependent on the platting, which could be up to the walls of the development. He must review the plat to determine the width of the ROW.

Regarding the 2017 Agreement superseding prior Agreements, Mr. Urbancic stated that the communities had a maintenance obligation going forward, in which there is a section that talks about CDDs and responsibilities under the maintenance plan, which is what will happen after it is constructed, is ongoing. Accordingly, each party must provide a mechanism for mutual implementation of the maintenance plan and containment of the common expenses, and the parties and regent of each form of Chapter 190 CDD, which may assume the obligations. Although one of the developments ultimately dissolved its CDD, they joined into the Interlocal Cost Sharing Agreement. The intent was for each entity to assume its neighborhood's cost sharing obligations.

Mr. Willis stated the Cost Sharing Agreement addresses areas from the fire station to the front gate. The Agreement with the City of Bonita Springs is separate from the Developers. He will ask Mr. Adams why the CDD maintains landscaping but is not responsible for maintaining the sidewalk in front of Village Walk.

In response to a question regarding ownership, Mr. Urbancic stated that Village Walk has always owned the roadway in front of Village Walk. An Amended Interlocal Cost Sharing Agreement was recorded in 2021, which is when they did the modifications to do Logan Boulevard and the City took out a small piece of that roadway. Mr. Willis stated that the City of Bonita Springs owns 577' up to the Logan Boulevard traffic circle.

Board Members asked about the Methodology used to determine the percentages of the Cost Sharing Agreement and if the Agreements should be reviewed for updating purposes. Mr. Willis stated Staff will provide answers for the next meeting.

Mr. Willis suggested inviting the four other community representatives to the next meeting to review the Cost Share Agreement and discuss potential CDD Long-Range projects that could impact their budget.

Resident Jeff Cutler asked what allowed Village Walk to have no financial responsibility when the Cost Sharing Agreements were approved. Mr. Urbancic stated they probably traded the easement to the City in 2021 for no share of the costs. Mr. Willis reminded that the Developers controlled the CDD Boards at that time.

In response to Mr. DiTommaso's suggestion, Mr. Urbancic was directed to schedule a meeting with City representatives at the beginning of 2026. Mr. Willis suggested residents attend City meetings to protest against the County and City's non-participation in the Cost Share Agreement. This item will be added as an agenda item.

Mr. Kove asked how much of the roadway needs to be repaired. Mr. Willis thinks about 10 lane miles. He asked if the Board wants to just have the potholes repaired or road segments or the entire road. The roadway lifespan is about 15 to 20-years.

Regarding the pothole repairs about three years ago, Mr. Willis stated the CDD incurred those costs of about \$13,000.

Resident Steve Holtzman asked if the utility company is responsible for repairing the potholes in front of Village Walk.

Mr. Kove asked for "Discussion Attending City Commission Meetings" to be on the next agenda.

Regarding lane mileage, Mr. Zordan noted the following:

➤ In front of Village Walk with the potholes is 1.25 miles of lane miles; equating to two lanes at 3,323 linear feet each per lane. The entire project totals approximately 9.5 lane miles from the 577' east of the circle at Logan to the entrance of the CDD. Based on a recent project, he estimated the average milling and paving cost for a little over a mile of roadway is \$170,000 to \$200,000 per lane miles.

➤ Regarding the easement in front of Village Walk, it looks to be about 150' wide and the Village Walk side to the ROW line varies and averaged 36.5'; the easement from Village Walk to the CDD entrance is about 125' wide.



**NINTH ORDER OF BUSINESS****Update: Long-Range Infrastructure Plan  
Summary [Multi-Year Planning 2025-2030]**

The Long-Range Infrastructure Plan Summary, Multi-Year Planning 2025-2030 was included for informational purposes.

**TENTH ORDER OF BUSINESS****Discussion/Consideration: Alligator  
Nuisance Policy**

Mr. Willis stated Mr. Grillo wanted this item on the agenda. The Florida Fish and Wildlife Conservation Commission (FWC) changed the Statewide Nuisance Alligator Program (SNAP), which now requires the CDD, as property owner of the lakes, to give permission to remove the alligator and obtain a reference number from the hotline to provide to the trapper.

Regarding why the CDD was involved in the recent incident, Mr. Grillo stated that the two alligators came out of the lake before following the resident and his guests and remained out 5' from his lanai. While fishing, the same resident was chased by an alligator and fell.

Mr. Willis suggested designating a point person for the CDD to decide if an alligator should be removed since he is not on site. Residents can still call the hotline but will need the reference number to give to them and the trapper.

Discussion ensued regarding issuing a Memorandum with the HOA to handle future incidents and designating each Board Member as point person.

Mr. Kove asked Ms. Olson to inform residents of the new policy upon executing document.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, authorizing Staff to develop a Memorandum of Understanding with the HOA and giving permission to Troon Management to determine handling of alligator nuisance incidents on behalf of the CDD, was approved.**

**ELEVENTH ORDER OF BUSINESS****Consideration of Resolution 2026-02,  
Relating to the Amendment of the Budget  
for the Fiscal Year Beginning October 1,  
2024 and Ending September 30, 2025; and  
Providing for an Effective Date**

Mr. Willis presented Resolution 2026-02. Exhibit A, containing the Fiscal Year 2026 Budget is the same budget Mr. Adams presented at the last meeting.

Regarding where the funds originated from to cause the proposed amended “Other current charges” budget amount to increase, Mr. Willis stated it was transferred from the surplus fund balance, to avoid a finding in the audit.

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, Resolution 2026-02, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; and Providing for an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of October 31, 2025**

- **Construction Fund Sources and Uses Reconciliation**

Mr. Willis stated that, once the Collier Paving Proposal to repaint the road markings is processed, the final construction fund balance should be approximately \$56,000. Staff will work on the certification process and the Resolution closing out the project and applying the construction fund balance towards the debt service fund in January 2026.

Regarding using construction funds to fund the upcoming lake maintenance projects, Mr. Willis stated Mr. Adams determined it is not possible, as it is not part of the original project.

The financials were accepted.

**THIRTEENTH ORDER OF BUSINESS****Approval of November 17, 2025 Regular Meeting Minutes**

The following changes were made:

Line 43: Insert “for sidewalk lights” after “serial numbers”

Line 72: Change “The General Manager conveyed a request” to “Troon Management conveyed, by email, a request”

Line 81: Insert “due to personal reasons” after “meeting”

Ms. Kempf asked for the status of her request on Line 175 to add the debt service schedule to the CDD website under documents. Mr. Willis stated he submitted the request and will follow up. He stated the Schedule is in the Adopted Fiscal Year 2026 Budget on the website.

Line 186: Change “Covan” to “Cavan”

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the November 17, 2025 Regular Meeting Minutes, as amended, were approved.**

**FOURTEENTH ORDER OF BUSINESS****Staff Reports**

- A. **District Counsel: Coleman, Yovanovich & Koester, P.A.**
- B. **District Engineer: Johnson Engineering, Inc.**
- C. **District Manager: Wrathell, Hunt and Associates, LLC**

There was no District Counsel, District Engineer or District Manager reports.

- **NEXT MEETING DATE: January 12, 2026 at 1:00 PM**

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the January 12, 2026 meeting.

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

The Project Tracker Report was included for informational purposes.

**FOURTEENTH ORDER OF BUSINESS****Audience Comments/Supervisors' Requests**

Mr. Ciberey asked why the recently completed Bonita Beach Road Landscape Lighting Project was not included in the future "Long-Range Projects Plan and Priority Schedule". Mr. Willis will check with Bentley Electric on the lifespan and add it to the Plan.

A resident asked if installing sidewalk lights in Village Walk is still being considered. Mr. Willis stated he emailed the CDD's contract information with FPL to Village Walk representatives and has not heard anything since then.

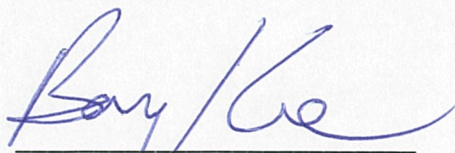
A resident asked about the policy of fishing in the lakes, based on the recent alligator sightings. Mr. Willis stated it is an HOA policy; the HOA is aware that the CDD has not taken any position on the matter. Regarding posting signage to limit CDD liability, Mr. Urbancic discussed case law and stated most CDDs have posted certain warning signs if the area is known to have potential danger. The CDD is insured and has limited waiver of sovereign immunity. Mr. Willis gave an overview of the policies of other CDD's he manages.


**FIFTEENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Ciberey and seconded by Mr. Grillo, with all in favor, the meeting adjourned at 3:15 p.m.**

BEACH ROAD GOLF ESTATES CDD

December 15, 2025

  
Secretary/Assistant Secretary

  
Chair/Vice Chair