

**BEACH ROAD
GOLF ESTATES
COMMUNITY DEVELOPMENT
DISTRICT**

June 21, 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

June 14, 2021

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 June 21, 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 via Zoom at <https://us02web.zoom.us/j/81142213094>, Meeting ID: **811 4221 3094** or telephonically at **1-929-205-6099**, Meeting ID: **811 4221 3094**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Update: Lake Bank Erosion Repair Project
4. Update: Streetlight Installation Project on Bonita Beach Road
5. Consideration of Addendum to Agreement with Bonita National Master HOA to Transfer Lake and Preserve Maintenance to the CDD (*to be provided under separate cover*)
6. Continued Discussion: Fiscal Year 2022 Proposed Budget
7. Discussion: Results of Evaluation of Erosion on West Side of Wicklow Court and Longford Court
8. Acceptance of Unaudited Financial Statements as of April 30, 2021
9. Approval of May 17, 2021 Regular Meeting Minutes
10. 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: July 19, 2021 at 1:00 P.M.

○ QUORUM CHECK

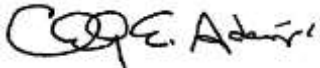
Joseph Grillo	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Barry Kove	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Daniel DiTommaso	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Denise Kempf	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Peter Leyon	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

11. Audience Comments/Supervisors' Requests

12. 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**

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**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022
PROPOSED BUDGET**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
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**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2022**

	Fiscal Year 2021			Total Actual & Projected Revenue & Expenditures	Proposed Budget FY 2022
	Adopted Budget FY 2021	Actual through 3/31/2021	Projected through 9/30/2021		
REVENUES					
Assessment levy: on-roll - gross	\$ 167,836				\$ 243,551
Allowable discounts (4%)	(6,713)				(9,742)
Assessment levy: on-roll - net	161,123	\$ 192,049	\$ 4,013	\$ 196,062	233,809
Assessment levy: off-roll	34,289	-	-	-	-
Intergovernmental: Shared Costs Revenue	114,480	31,581	82,899	114,480	78,840
Interest	-	25	-	25	-
Total revenues	<u>309,892</u>	<u>223,655</u>	<u>86,912</u>	<u>310,567</u>	<u>312,649</u>
EXPENDITURES					
Professional & administrative fees					
Supervisors	-	1,722	-	1,722	-
Management advisory services	40,000	20,000	20,000	40,000	40,000
Financial accounting services	15,500	7,750	7,750	15,500	15,500
Audit	4,500	4,200	300	4,500	4,500
Dissemination agent	5,000	2,500	2,500	5,000	5,000
Trustee fees	10,850	10,077	-	10,077	10,850
Legal	10,000	2,731	7,269	10,000	10,000
Engineering	5,000	-	5,000	5,000	5,000
Postage	300	252	48	300	300
Insurance	6,200	6,098	-	6,098	6,200
Printing & reproduction	1,000	500	500	1,000	1,000
Legal advertising	1,000	936	64	1,000	1,000
Other current charges	650	725	-	725	650
Annual district filing fee	175	175	-	175	175
ADA website maintenance	210	210	-	210	210
Website	615	705	-	705	615
Total professional & admin	<u>101,000</u>	<u>58,581</u>	<u>43,431</u>	<u>102,012</u>	<u>101,000</u>
Operations					
Shared costs maintenance/monitoring	212,000	113,347	98,653	212,000	146,000
On-site other contractual services	-	4,179	-	4,179	92,000
Total operations	<u>212,000</u>	<u>117,526</u>	<u>98,653</u>	<u>216,179</u>	<u>238,000</u>
Other fees and charges					
Property appraiser	1,199	1,459	-	1,459	1,459
Tax collector	1,799	189	1,610	1,799	2,189
Total other fees and charges	<u>2,998</u>	<u>1,648</u>	<u>1,610</u>	<u>3,258</u>	<u>3,648</u>
Total expenditures	<u>315,998</u>	<u>177,755</u>	<u>43,431</u>	<u>102,012</u>	<u>342,648</u>
Net increase/(decrease) of fund balance	(6,106)	45,900	43,481	208,555	(29,999)
Fund balance - beginning (unaudited)	271,115	120,706	166,606	120,706	329,261
Assigned					
Lake bank erosion repair ¹	150,000	150,000	150,000	150,000	150,000
Unassigned	115,009	16,606	60,087	179,261	149,262
Fund balance - ending (projected)	<u>\$ 265,009</u>	<u>\$ 166,606</u>	<u>\$ 210,087</u>	<u>\$ 329,261</u>	<u>\$ 299,262</u>

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

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Management advisory services	\$ 40,000
<p>Wrathell, Hunt and Associates, LLC, specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, oversee the issuance of tax exempt bonds, and operate and maintain the assets of the community. The \$40,000 annual fee is inclusive of district management and recording services.</p>	
Financial accounting services	15,500
<p>Preparation of all of the District's financial items, including monthly financial statement preparation and the annual budget, are provided by Wrathell, Hunt & Associates, LLC. The annual fee for this service is \$8,000 for the general fund, \$7,500 per capital projects fund and \$4,500 per debt service fund.</p>	
Audit	4,500
<p>The District is required to complete annual, independent examinations of its accounting records and procedures. This audit is conducted pursuant to Florida Law and the Rules of the Auditor General.</p>	
Dissemination agent	5,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934.</p>	
Trustee fees	10,850
<p>Annual fees paid for services provided as trustee, paying agent and registrar.</p>	
Legal	10,000
<p>Fees for on-going general counsel and legal representation on behalf of the District. Coleman, Yovanovich and Koester, PA, serves as the District's general counsel.</p>	
Engineering	5,000
<p>Banks Engineering will provide engineering and consulting services to the District in addition to advice on bids for yearly contracts and operating policy.</p>	
Postage	300
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Insurance	6,200
Printing & reproduction	1,000
<p>Letterhead, envelopes, copies, etc.</p>	
Legal advertising	1,000
<p>The District will advertise in The Fort Myers News-Press for monthly meetings, special meetings, public hearings, bidding, etc.</p>	
Other current charges	650
<p>Bank charges and other miscellaneous expenses incurred throughout the year.</p>	
Annual district filing fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
ADA website maintenance	210
Website	615

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (CONTINUED)

Operations

Shared costs maintenance/monitoring 146,000

Starting in Fiscal Year 2017, the District became responsible for the maintenance and monitoring of the panther mitigation property in Labelle. The establishment and perpetual responsibility to maintain the property and provide a five year monitoring and reporting program (which ended in 2020) is a development order requirement for not only this District but also for 3 other neighboring communities. Additionally, in Fiscal Year 2018, the District became responsible for the costs of maintaining the common infrastructure along Bonita Beach Road serving the same communities, including landscaping, roadway and storm water maintenance. All of the costs are shared with the other communities by interlocal agreement and based upon previously agreed upon percentages. For Fiscal Year 2021, the District will be installing LED streetlighting on both sides of the roadway as a part of a lease, power and maintenance agreement with FPL. The initial capital costs of \$67,000 as well as the ongoing operating cost's per the aforementioned agreement, of \$25,000, will be shared with the other 3 communities per the shared costs agreement.

Panther Mit and Monitoring	25,000
Streetlighting	26,000
Common Infrastructure Maint.	<u>95,000</u>
Total	146,000

On-site other contractual services 92,000

Starting in Fiscal year 2022 the District will be assuming the lake and conservation area maintenance previously provided by the mater association pursuant to the facilities maintenance assignment agreement.

Property appraiser

The property appraiser's fee is \$1.00 per parcel. 1,459

Tax collector

The tax collector's fee is \$1.50 per parcel. 2,189

Total expenditures \$ 342,648

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2015 BONDS
FISCAL YEAR 2022**

	Fiscal Year 2021			Total Actual & Projected Revenue & Expenditures	Proposed Budget FY 2022
	Adopted Budget FY 2021	Actual through 3/31/2021	Projected through 9/30/2021		
REVENUES					
Assessment levy: on-roll - gross	\$1,693,187				\$2,079,967
Allowable discounts (4%)	(67,727)				(83,199)
Assessment levy: on-roll - net	1,625,460	\$ 1,953,752	\$ 40,964	\$ 1,994,716	1,996,768
Assessment levy: off-roll	371,308	-	-	-	-
Interest	-	104	-	104	-
Total revenues	<u>1,996,768</u>	<u>1,953,856</u>	<u>40,964</u>	<u>1,994,820</u>	<u>1,996,768</u>
EXPENDITURES					
Debt service					
Principal	570,000	570,000	-	570,000	595,000
Interest	1,407,910	708,943	698,967	1,407,910	1,386,035
Total expenditures	<u>1,977,910</u>	<u>1,278,943</u>	<u>698,967</u>	<u>1,977,910</u>	<u>1,981,035</u>
Other fees & charges					
Tax collector	-	1,926	-	1,926	-
Total other fees & charges	-	1,926	-	1,926	-
Total expenditures	<u>1,977,910</u>	<u>1,280,869</u>	<u>698,967</u>	<u>1,979,836</u>	<u>1,981,035</u>
Excess/(deficiency) of revenues over/(under) expenditures	18,858	672,987	(658,003)	14,984	15,733
Beginning fund balance (unaudited)	2,425,403	2,434,895	3,107,882	2,434,895	2,449,879
Ending fund balance (projected)	<u>\$2,444,261</u>	<u>\$3,107,882</u>	<u>\$ 2,449,879</u>	<u>\$ 2,449,879</u>	<u>2,465,612</u>
Use of fund balance					
Debt service reserve account balance (required)					(997,500)
Principal & Interest expense - November 1, 2022					(1,307,068)
Projected fund balance surplus/(deficit) as of September 30, 2022					<u>\$ 161,044</u>

BEACH ROAD GOLF ESTATES

Community Development District

Series 2015

\$30,980,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i
11/01/2021	595,000.00	4.000%	698,967.50	1,293,967.50
05/01/2022			687,067.50	687,067.50
11/01/2022	620,000.00	4.000%	687,067.50	1,307,067.50
05/01/2023			674,667.50	674,667.50
11/01/2023	645,000.00	4.000%	674,667.50	1,319,667.50
05/01/2024			661,767.50	661,767.50
11/01/2024	670,000.00	4.000%	661,767.50	1,331,767.50
05/01/2025			648,367.50	648,367.50
11/01/2025	695,000.00	4.000%	648,367.50	1,343,367.50
05/01/2026			634,467.50	634,467.50
11/01/2026	725,000.00	4.700%	634,467.50	1,359,467.50
05/01/2027			617,430.00	617,430.00
11/01/2027	755,000.00	4.700%	617,430.00	1,372,430.00
05/01/2028			599,687.50	599,687.50
11/01/2028	795,000.00	4.700%	599,687.50	1,394,687.50
05/01/2029			581,005.00	581,005.00
11/01/2029	830,000.00	4.700%	581,005.00	1,411,005.00
05/01/2030			561,500.00	561,500.00
11/01/2030	870,000.00	5.000%	561,500.00	1,431,500.00
05/01/2031			539,750.00	539,750.00
11/01/2031	915,000.00	5.000%	539,750.00	1,454,750.00
05/01/2032			516,875.00	516,875.00
11/01/2032	960,000.00	5.000%	516,875.00	1,476,875.00
05/01/2033			492,875.00	492,875.00
11/01/2033	1,005,000.00	5.000%	492,875.00	1,497,875.00
05/01/2034			467,750.00	467,750.00
11/01/2034	1,055,000.00	5.000%	467,750.00	1,522,750.00
05/01/2035			441,375.00	441,375.00
11/01/2035	1,110,000.00	5.000%	441,375.00	1,551,375.00
05/01/2036			413,625.00	413,625.00

BEACH ROAD GOLF ESTATES

Community Development District

Series 2015

\$30,980,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2036	1,165,000.00	5.000%	413,625.00	1,578,625.00
05/01/2037			384,500.00	384,500.00
11/01/2037	1,225,000.00	5.000%	384,500.00	1,609,500.00
05/01/2038			353,875.00	353,875.00
11/01/2038	1,285,000.00	5.000%	353,875.00	1,638,875.00
05/01/2039			321,750.00	321,750.00
11/01/2039	1,350,000.00	5.000%	321,750.00	1,671,750.00
05/01/2040			288,000.00	288,000.00
11/01/2040	1,415,000.00	5.000%	288,000.00	1,703,000.00
05/01/2041			252,625.00	252,625.00
11/01/2041	1,485,000.00	5.000%	252,625.00	1,737,625.00
05/01/2042			215,500.00	215,500.00
11/01/2042	1,560,000.00	5.000%	215,500.00	1,775,500.00
05/01/2043			176,500.00	176,500.00
11/01/2043	1,640,000.00	5.000%	176,500.00	1,816,500.00
05/01/2044			135,500.00	135,500.00
11/01/2044	1,720,000.00	5.000%	135,500.00	1,855,500.00
05/01/2045			92,500.00	92,500.00
11/01/2045	1,805,000.00	5.000%	92,500.00	1,897,500.00
05/01/2046			47,375.00	47,375.00
11/01/2046	1,895,000.00	5.000%	47,375.00	1,942,375.00
Total	\$28,790,000.00		\$22,311,637.50	\$51,101,637.50

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
PROJECTED ASSESSMENTS
GENERAL FUND AND DEBT SERVICE FUND
FISCAL YEAR 2022**

On-Roll Payment

Number of Units		Projected Fiscal Year 2022			FY 21 Assessment
		GF	DSF	GF & DSF	
	<u>Single-Family Units</u>				
165	SF Executive	\$ 166.93	\$1,756.37	\$1,923.30	\$ 1,896.37
37	52'	166.93	1,792.91	1,959.84	1,932.91
173	53'	166.93	1,811.18	1,978.11	1,951.18
72	SF Manor	166.93	1,829.45	1,996.38	1,969.45
82	63'	166.93	1,920.79	2,087.72	2,060.79
128	SF Estate	166.93	1,957.33	2,124.26	2,097.33
	<u>Multi-Family Units</u>				
280	Coach Home	166.93	1,171.78	1,338.71	1,311.78
252	Veranda Condo	166.93	1,062.17	1,229.10	1,202.17
270	Terrace Condo	166.93	1,025.64	1,192.57	1,165.64
1,459					

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

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**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2021**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BALANCE SHEET
APRIL 30, 2021**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 178,776	\$ -	\$ -	\$ 178,776
Investments				
Revenue	-	1,360,140	-	1,360,140
Reserve	-	1,048,759	-	1,048,759
Sinking	-	27	-	27
Interest	-	698,968	-	698,968
Prepayment	-	14	-	14
Construction	-	-	2,236,946	2,236,946
Due from general fund	-	20,454	-	20,454
Due from other governments	52,439	-	-	52,439
Utility deposit	282	-	-	282
Total assets	<u>\$ 231,497</u>	<u>\$ 3,128,362</u>	<u>\$ 2,236,946</u>	<u>\$ 5,596,805</u>
LIABILITIES				
Liabilities				
Accounts payable	\$ 1,000	\$ -	\$ -	\$ 1,000
Developer advance	1,983	-	-	1,983
Accrued taxes payable	214	-	-	214
Due to debt service	20,454	-	-	20,454
Total liabilities	<u>23,651</u>	<u>-</u>	<u>-</u>	<u>23,651</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	52,439	-	-	52,439
Total deferred inflows of resources	<u>52,439</u>	<u>-</u>	<u>-</u>	<u>52,439</u>
FUND BALANCES				
Restricted for:				
Debt service	-	3,128,362	-	3,128,362
Capital projects	-	-	2,236,946	2,236,946
Unassigned	155,407	-	-	155,407
Total fund balances	<u>155,407</u>	<u>3,128,362</u>	<u>2,236,946</u>	<u>5,520,715</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 231,497</u>	<u>\$ 3,128,362</u>	<u>\$ 2,236,946</u>	<u>\$ 5,596,805</u>

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED APRIL 30, 2021**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
On-roll assessments	\$ 2,011	\$ 194,060	\$ 161,123	120%
Off-roll assessments	-	-	34,289	0%
Intergovernmental mitigation and monitoring	-	31,581	114,480	28%
Interest	2	26	-	N/A
Total revenues	<u>2,013</u>	<u>225,667</u>	<u>309,892</u>	73%
EXPENDITURES				
Supervisors	1,507	3,230	-	N/A
Management/recording	3,333	23,333	40,000	58%
Financial accounting services	1,292	9,042	15,500	58%
Audit	-	4,200	4,500	93%
Dissemination agent	417	2,917	5,000	58%
Trustee fees	-	10,077	10,850	93%
Legal	1,341	4,072	10,000	41%
Engineering	-	-	5,000	0%
Postage	116	368	300	123%
Printing & reproduction	83	583	1,000	58%
Legal advertising	271	1,207	1,000	121%
Annual district filing fee	-	175	175	100%
Insurance	-	6,098	6,200	98%
Other current charges	67	790	650	122%
ADA website maintenance	-	210	210	100%
Website	-	705	615	115%
Total professional & admin	<u>8,427</u>	<u>67,007</u>	<u>101,000</u>	66%
Operations				
Mitigation maintenance and monitoring	4,785	118,132	212,000	56%
On-site operations and maintenance	-	4,179	-	N/A
Total operations	<u>4,785</u>	<u>122,311</u>	<u>212,000</u>	58%
Other fees and charges				
Property appraiser	-	1,459	1,199	122%
Tax collector	-	189	1,799	11%
Total other fees and charges	<u>-</u>	<u>1,648</u>	<u>2,998</u>	55%
Total expenditures	<u>13,212</u>	<u>190,966</u>	<u>315,998</u>	60%
Excess/(deficiency) of revenues over/(under) expenditures	(11,199)	34,701	(6,106)	
Fund balance - beginning	166,606	120,706	271,115	
Assigned				
Lake bank erosion repair ¹	150,000	150,000	150,000	
Unassigned	5,407	5,407	115,009	
Fund balance - ending	<u>\$ 155,407</u>	<u>\$ 155,407</u>	<u>\$ 265,009</u>	

**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 APRIL 30, 2021**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll - net	\$ 20,454	\$ 1,974,206	\$ 1,625,460	121%
Assessment levy: off-roll	-	-	371,308	0%
Interest	26	130	-	N/A
Total revenues	<u>20,480</u>	<u>1,974,336</u>	<u>1,996,768</u>	99%
EXPENDITURES				
Principal	-	570,000	570,000	100%
Interest	-	708,943	1,407,910	50%
Total expenditures	<u>-</u>	<u>1,278,943</u>	<u>1,977,910</u>	65%
Other fees and charges				
Tax collector	-	1,926	-	N/A
Total other fees and charges	<u>-</u>	<u>1,926</u>	<u>-</u>	N/A
Total expenditures	<u>-</u>	<u>1,280,869</u>	<u>1,977,910</u>	65%
Excess/(deficiency) of revenues over/(under) expenditures	20,480	693,467	18,858	
Fund balance - beginning	<u>3,107,882</u>	<u>2,434,895</u>	<u>2,425,403</u>	
Fund balance - ending	<u><u>\$ 3,128,362</u></u>	<u><u>\$ 3,128,362</u></u>	<u><u>\$ 2,444,261</u></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 APRIL 30, 2021**

	Current Month	Year to Date
	<u> </u>	<u> </u>
REVENUES		
Interest	\$ 21	\$ 164
Total revenues	<u>21</u>	<u>164</u>
 EXPENDITURES		
Capital outlay	<u>111,441</u>	<u>349,513</u>
Total expenditures	<u>111,441</u>	<u>349,513</u>
 Net increase/(decrease), fund balance	(111,420)	(349,349)
Beginning fund balance	2,348,366	2,586,295
Ending fund balance	<u>\$ 2,236,946</u>	<u>\$ 2,236,946</u>

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

9

DRAFT
MINUTES OF MEETING
BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT

1
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4
5 The Board of Supervisors of the Beach Road Golf Estates Community Development
6 District held a Regular Meeting on May 17, 2021, at 1:00 p.m., at the Bonita National Golf and
7 Country Club, 2nd Floor of the Clubhouse, 17671 Bonita National Boulevard, Bonita Springs,
8 Florida 34135.

9
10 **Present at the meeting were:**

11		
12	Barry Kove	Chair
13	Daniel DiTommaso	Vice Chair
14	Joseph Grillo	Assistant Secretary
15	Peter Leyon	Assistant Secretary
16	Denise Kempf	Assistant Secretary

17
18 **Also present were:**

19		
20	Chuck Adams	District Manager
21	Greg Urbancic (via telephone)	District Counsel
22	Sal Dona	Resident/HOA President
23	Denise Germano	Resident
24	Ralph Tanen	Resident

25
26
27 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

28
29 Mr. Adams called the meeting to order at 1:00 p.m. All Supervisors were present in
30 person.

31
32 **SECOND ORDER OF BUSINESS**

Public Comments

33
34 There being no public comments, the next item followed.

35
36 **THIRD ORDER OF BUSINESS**

**Discussion: Transfer of Lake and Preserve
Maintenance to the CDD**

37
38
39 Mr. Adams discussed the transfer of the lake and preserve maintenance to the CDD. An
40 Agreement is in place with the Bonita National Master HOA (HOA) for them to maintain some
41 of the CDD's on-site assets but, since the lakes and preserves involve regulatory permits and

42 can be a community liability, it makes better sense for the District to take over the operation
43 and maintenance (O&M) for those particular assets. He noted that the District, as a
44 governmental entity, has sovereign immunity, which limits financial liability in the event of an
45 accident or the like; the HOA does not have the same type of protections. The cost to take over
46 the O&M of the lakes and preserves was built into the proposed Fiscal Year 2022 budget,
47 should the Board approve the transfer.

48 Mr. Kove referred to the letter from the Vice President of the HOA Board that was
49 addressed to Mr. Adams and stated that he had the following issues with the letter:

- 50 ➤ The letter being written before the Board voted on this matter.
- 51 ➤ He felt that the person who wrote the letter should not be speaking on behalf of the
52 BNMHOA Board.
- 53 ➤ If the HOA Board voted on this, he felt that the letter should have come from the
54 President of the HOA Board, on behalf of the HOA Board.

55 Mr. Adams stated that he spoke with the HOA Board President and Vice President prior
56 to one of the last CDD meetings to gauge interest in the transfer. He recalled some of the
57 benefits and protections to the CDD, by having the O&M transferred to the CDD.

- 58 ➤ Mr. Kove was concerned about the letter being the only written documentation related
59 to the transfer.

60 Mr. Adams stated that the letter is a public record, since everything he receives
61 automatically becomes a public record.

- 62 ➤ Mr. Kove voiced his opinion that, as a matter of protocol, the letter should have been
63 from “President to President”, rather than it being sent to Mr. Adams.

- 64 ➤ Mr. Kove had an issue with the letter wording making it sound like it was a suggestion.

- 65 ➤ Mr. Kove took issue with the statement in the second paragraph about the HOA having
66 no expertise in this maintaining the lakes and preserves, since they have completed the work
67 for the past five years. He wondered if the CDD should have the lakes and preserves evaluated
68 or audited by an engineer to make sure nothing was missed or done incorrectly.

69 Mr. Adams stated that Master Associations and HOAs are generally geared toward
70 amenities and Declarations and Covenants enforcement. If an entity does not have in-house
71 expertise, professionals can be hired to oversee/perform the work. Last year, as the permittee,
72 the CDD completed the Five-Year Annual Monitoring and Reporting required by the permit and,
73 during that time, the HOA was comprised of Developer representatives, who have expertise in

74 this type of thing. The current lake maintenance contractor, SOLitude Lake Management, is
75 doing a great job maintaining the lakes. He discussed the lake bank restoration project and
76 future plans and concluded that the CDD will have a system that is in top-notch condition.

77 Given Mr. Adams' comprehensive overview of what is going on with the lakes and
78 preserves, Mr. Kove stated that he was confident in Mr. Adams' ability to determine that
79 everything is satisfactory.

80 Mr. Kove stated that the CDD needs to go over the Agreement with the HOA Board and
81 manipulate it so that it is clear that the CDD is taking over a specific section and not everything.
82 Mr. Adams stated that, if the CDD and the HOA Boards agree to this and the CDD budgets it for
83 Fiscal Year 2022, an Addendum to the Agreement would be prepared to remove O&M of
84 specified items from the prior Agreement with the HOA.

85 Mr. Adams discussed areas and systems that will be transferred to the CDD by Lennar,
86 past work, obligations put on the CDD by other entities in order to develop the land and
87 community such as the Panther Mitigation Project. The Addendum will be very specific in listing
88 the items and areas for which the O&M responsibilities are being transferred to the CDD.

89 Regarding whether the preserve area could be developed, Mr. Adams stated that there
90 is an easement over it by various governmental and regulatory agencies that prevents it from
91 ever being developed.

92 Mr. DiTommaso stated, while he agreed that the transfer makes sense, he had
93 questions about it, from a budgetary standpoint. He asked if the golf course driving range pond
94 would be part of the transfer and, if so, are there any unique expenses associated with that and
95 whether the proposed \$92,000 budget for the work would be sufficient. A Board Member
96 questioned what the CDD would be "giving up" for the first year for the \$92,000 and asked if
97 there would still be enough funding for littoral plants and planting in other plantings, etc. Mr.
98 Adams stated that the \$92,000 amount was based on the actual amount that the BNMHOA
99 currently expends, with a very small contingency built in. Given his relationship with SOLitude,
100 he was confident that they can perform the work within that budgeted amount or possibly at
101 an even lower price. Regarding the planting program, as a capital project, those expenses could
102 come from the Construction Fund and have no impact on the CDD's O&M budget. Mr. Adams
103 explained that the Construction Fund is for the initial development of the community. Funds
104 from the Construction fund can be used for the littoral planting project because the littoral
105 plants are required by the regulatory agencies.

106 Mr. Adams confirmed that the driving range pond is part of the transfer but the facilities
107 within the driving range are not; no unique costs were anticipated for this pond.

108 Discussion ensued regarding financing storm damage repairs, etc.

109 Mr. Urbancic stated that, in the matter of lake and preserve maintenance being
110 transferred to the CDD, it is important to remember that, the CDD is ultimately responsible for
111 the maintenance and making sure it is done and done correctly; the CDD is the party that must
112 answer to the regulatory agencies if there are any issues.

113

114 **On MOTION by Mr. Kove and seconded by Mr. Grillo with all in favor, the**
115 **transfer of lake and preserve maintenance to the CDD, in conceptual form, and**
116 **authorizing Staff to prepare the Addendum to the Agreement with the Bonita**
117 **National Master HOA for consideration at a future meeting, was approved.**

118

119

120 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-03,
Approving a Proposed Budget for Fiscal
Year 2021/2022 and Setting a Public
Hearing Thereon Pursuant to Florida Law;
Addressing Transmittal, Posting and
Publication Requirements; Addressing
Severability; and Providing an Effective
Date**

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122

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129 Mr. Adams presented Resolution 2021-03. He explained the annual budget preparation,
130 deliberation, public hearing and adoption process and reviewed the proposed Fiscal Year 2022
131 budget, highlighting any line item increases, decreases, adjustments and new line items,
132 compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments. As
133 proposed, assessments were projected to increase slightly. In response to the question, Mr.
134 Adams confirmed that Lennar’s invoices pertaining to the lake bank work will be paid from the
135 Construction Fund. It was noted that the CDD assessment increase does mean that the HOA
136 fees will go down. Mr. Adams noted that the HOA fees should no longer include the cost for
137 the work being transferred to the CDD.

138 As to whether the \$5,000 budgeted would be sufficient for the Engineering line item,
139 Mr. Adams stated it would be sufficient because the District Engineer’s invoices are related to
140 construction, including the lake bank erosion repair project, and are paid out of the
141 Construction Fund. Since this will be just a stormwater management type of district, once the
142 construction aspect is completed, the budgeted amount will be enough. In response to a

143 question about traffic issues, Mr. Adams stated that the HOA is handling the Traffic Study but, if
144 traffic adjustments at the entrance are necessary, the CDD can pay for them from the
145 Construction Fund. It would be ideal to complete necessary work before the snowbirds return.

146 A Board Member stated that he received many emails about the left turn signal coming
147 in the gate. He believed and the initial thought was to wait until after the Traffic Study;
148 however, he felt that the sign needs to eventually be moved and questioned if it really must
149 wait until the Traffic Study is completed.

150

151 **On MOTION by Mr. Grillo and seconded by Mr. DiTommaso, with all in favor,**
152 **Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022**
153 **and Setting a Public Hearing Thereon Pursuant to Florida Law for August 16,**
154 **2021 at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of**
155 **the Clubhouse, 17671 Bonita National Boulevard, Bonita Springs, Florida**
156 **34135; Addressing Transmittal, Posting and Publication Requirements;**
157 **Addressing Severability; and Providing an Effective Date, was adopted.**

158

159

160 **FIFTH ORDER OF BUSINESS**

Consideration of Resolution 2021-04,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2021/2022 and Providing for an Effective
Date

161

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167 Mr. Adams presented Resolution 2021-04.

168

169 **On MOTION by Mr. Kove and seconded by Mr. Leyon, with all in favor,**
170 **Resolution 2021-04, Designating Dates, Times and Locations for Regular**
171 **Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022**
172 **and Providing for an Effective Date, was adopted.**

173

174

175 **SIXTH ORDER OF BUSINESS**

Update: Lake Bank Erosion Repair Project

176

177 Mr. Kove gave the following update:

178 ➤

M.R.I. Underwater Specialists (MRI) was on schedule to complete the south side of the
179 community within a week to 10 days.

180 ➤ Upon completion of the south side, the crew will move north and reevaluate work
181 completed, including movement of irrigation, and redo the slope angles, evaluate the grass and
182 bring down pipes that rose. The timing is good, as the water level is low.

183 ➤ In about three weeks, work would move to the coach homes; the engineering team is
184 nearing completion of that area so work will be able to commence.

185 ➤ Inspectors and MRI noticed that cypress trees are being cut down and trimmed very
186 aggressively; therefore, it might be wise to have the HOA send a notification to property
187 owners about what can and cannot be done to the trees.

188 Mr. Adams stated that cypress trees are protected and cannot be harvested and none of
189 the plant materials within the conservation area should be touched. "Conservation Area – Do
190 Not Enter" type of signage should already be installed around the perimeter. Property owners
191 may cut vegetation back to their property line and vertical overhang, all the way skyward, and
192 subterranean, for root invasion. Property owners have the responsibility to trim to avoid
193 damage from overhanging limbs from an adjacent property. He discussed a property owner in
194 another community who must pay a very high financial penalty because he had several
195 conservation area trees removed and committed other violations to the conservation area
196 when his pool was being installed. Mr. Adams would have the District Engineer inspect the
197 area to make sure the conservation area perimeter has adequate signage and, if not, now is the
198 time to have it installed, using funds from the Construction Fund. Regarding who should notify
199 property owners, Mr. Adams stated that, right now, it should come from the HOA, since the
200 HOA currently manages that area; however, he was willing to assist the HOA with the
201 communication. Later in the year the CDD will send a notice about the assessment increase
202 and the notice will include a detailed explanation of what the CDD is taking over and why, along
203 with the amount.

204 In response to a comment that approval is necessary to remove trees, etc., so they
205 should be notified that it is not their property before they have anything removed, Mr. Adams
206 stated that since the property owner knows it is not their property, they should know that they
207 cannot remove trees, vegetation, etc. Mr. Kove stated that the inspectors and MRI noted that
208 more than 20 cypress trees have been removed.

209 A Board Member noted that he found a downed sign and wondered if signs were being
210 knocked down. He suggested that someone periodically walk the area to inspect the signage.

211 Mr. Adams stated that the conservation area maintenance crew visits twice each year and one
212 task is to make sure the signs are in place.

213 Discussion ensued regarding the complimentary emails about MRI.

214

215 **SEVENTH ORDER OF BUSINESS**

**Update: Streetlight Installation Project on
Bonita Beach Road**

216

217

218 Mr. Adams stated the design phase was completed. He executed an amendment to the
219 Agreement because, based on the design, the number of streetlights decreased by three or
220 four. It was hoped that the project would commence by the end of the year.

221

222 **EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of March 31, 2021**

223

224

225 Mr. Adams presented the Unaudited Financial Statements as of March 31, 2021. He
226 noted that on-roll assessment collections were at 119% and off-roll collections were at zero.
227 The overage for on-roll was probably because most off-roll units transitioned to on-roll and,
228 and the lack of collections for off-roll was likely because, if any units were still off-roll, it is not
229 unusual for the builder to wait as long as possible to pay the assessments, since they are
230 constantly closing on lots.

231 In response to the question of anything upcoming that the Board should be aware of,
232 Mr. Adams stated that MRI is supposed to begin inspecting the interconnecting pipes for
233 blockage today. Now is the appropriate time for the inspection and to address any blockages or
234 defects, since there is still a Construction Fund. Discussion ensued regarding the inspections
235 process.

236 In response to the question of whether the audit was taking longer than normal, Mr.
237 Adams stated that the audit must be completed and filed with the State by June 30th each year.
238 When presented, the Board is essentially accepting the audit; it is not “approval” of it, since it is
239 a third-party audit. He noted that the past two audit seasons have been challenging because of
240 the pandemic. Mr. Urbancic stated that he transmitted the auditor letter to the auditor. As to
241 whether there were any issues with the audit, Mr. Adams stated that there were none; it is a
242 standard, clean audit.

243

244 NINTH ORDER OF BUSINESS

Approval of April 19, 2021 Regular Meeting Minutes

245
246

247 Mr. Adams presented the April 19, 2021 Regular Meeting Minutes. The following
248 changes were made:

249 Lines 119 and 133: Change "Fox Rock" to "Foxrock"

250 Line 164: Change "2020" to "2022"

251

252 On MOTION by Mr. Grillo and seconded by Mr. DiTommaso, with all in favor,
253 the April 19, 2021 Regular Meeting Minutes, as amended, were approved.

254
255

256 TENTH ORDER OF BUSINESS

Staff Reports

257

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

259 Mr. Urbancic noted that a legislative bill to change the limit on sovereign immunity for
260 governmental entities failed to pass so, for now, the limit amount would not change. A bill
261 passed changing some of the advertising requirements.

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

263 There being no report, the next item followed.

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

265 I. 1,127 Registered Voters in District as of April 15, 2021

266 Mr. Adams stated that this information was provided for informational purposes.

267 Mr. Kove noted MRI would not begin working with residents regarding gutter tie ins
268 until after the rainy season, at which time the HOA will be notified so that residents can be
269 notified. Mr. Adams felt that this should be a matter between MRI and the residents, directly,
270 and that the CDD probably does not need to be involved at all.

271 II. NEXT MEETING DATE: June 21, 2021 at 1:00 P.M.

272 o QUORUM CHECK

273 The next meeting will be held June 21, 2021 at 1:00 p.m.

274

275 ELEVENTH ORDER OF BUSINESS

Audience Requests

Comments/Supervisors'

276
277

278 Resident Denise Germano stated that MRI plans to propose a unique system for her
279 complex and asked for her Association to be notified of what the system would be so that they

280 can plan, especially if MRI is not going to offer underground gutters. If any funds are available
281 for this work, her Association would like them. Mr. Adams stated that the tie in from the
282 gutters to the work that is being done along the lake bank is not a CDD matter; it is a financial
283 responsibility of the homeowner or, in this case, the sub association. Ms. Germano asked for a
284 rendering of the CDD property boundaries and the areas that are not CDD property to be
285 provided to residents. Mr. Adams stated that the District Engineer would review the area and
286 determine the signage needs and, when funding is available, he would like to have the area
287 surveyed and place signs directly on the property line.

288 Resident Ralph Tanen discussed lakes and aeration in some lakes and asked if aeration
289 should be required. Mr. Adams stated that, per the Land Development Code, aeration is only
290 required in ponds over 12' in depth, from the control elevation to the lowest point in the pond.
291 He noted that the CDD could still consider aerating any of the ponds.

292 Discussion ensued regarding concerns about the lack of aeration in some ponds. A
293 suggestion was made to analyze the Lake Maintenance Contract, with regard to aeration, when
294 the work transitions to the CDD.

295 Resident and HOA President Sal Dona stated that he was pleased to hear about the
296 vegetation around the lakes and going beyond basic vegetation to address erosion might be
297 considered. He asked about the process to approve capital improvements and who approves
298 them. Mr. Adams stated that the CDD Board approves the capital improvements. Regarding
299 timing of the lake bank work, Mr. Adams stated that it should wait until water levels are higher
300 to ensure better success.

301

302 **TWELFTH ORDER OF BUSINESS**

Adjournment

303

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

305

306 **On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, the**
307 **meeting adjourned at 2:25 p.m.**

308

309

310

311

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

312

313

314

315

316

317 _____
Secretary/Assistant Secretary

_____ Chair/Vice Chair

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

10C

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 CANCELED	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