

**BEACH ROAD
GOLF ESTATES
COMMUNITY DEVELOPMENT
DISTRICT**

February 19, 2024

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Beach Road Golf Estates Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

February 12, 2024

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 February 19, 2024 at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd Floor of the Clubhouse, 17501 Bonita National Blvd., Bonita Springs, Florida 34135 and via Zoom at <https://zoom.us/j/94315901673>, Meeting ID: **943 1590 1673**, Passcode: **555333** or telephonically at **1-305-224-1968**, Meeting ID: **943 1590 1673**, Passcode: **555333**. The agenda is as follows:

1. Call to Order/Roll Call
2. Chairman's Opening Comments
3. Public Comments (*3 minutes per speaker*)
4. Operations Update(s)
 - Landscape
 - CDD vs Community Responsibilities Map
5. Discussion/Consideration of MRI Inspection, LLC Bonita Beach Road Cleaning Report and Proposal
6. Continued Discussion/Update: Panther Property Salability Report from Johnson Engineering
7. Acceptance of Unaudited Financial Statements as of December 31, 2023
 - Construction Fund Reconciliation Report
8. Approval of January 8, 2024 Regular Meeting Minutes
9. Staff Reports
 - A. District Counsel: *Coleman, Yovanovich & Koester, P.A.*

- Update: Required Ethics Training
- B. District Engineer: *Johnson Engineering, Inc.*
- C. District Manager: *Wrathell, Hunt & Associates, LLC*
 - NEXT MEETING DATE: March 18, 2024 at 1:00 PM
 - QUORUM CHECK

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

- D. Field Operations: *Wrathell, Hunt & Associates, LLC*
 - Monthly Report
 - Project Tracker

- 10. Audience Comments/Supervisors' Requests
- 11. Adjournment

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

Sincerely,


 Chesley "Chuck" Adams
 District Manager

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

5



M.R.I. Inspection LLC

5570 Zip Dr.
Fort Myers Fl. 33905
239-984-5241 Office
239-236-1234 Fax



CGC 1507963

Name

Beach Road Golf Estates CDD
c/o Wrathell, Hunt & Assoc., LLC
9220 Bonita Beach Rd. Ste #214
Bonita Springs, FL 34135

Proposal

Date	Estimate #
------	------------

2/8/2024

4633

Project

Clean Storm Water
Bonita Beach Road
2023 35% and up

	Total
<p>This proposal is to utilize the divers to clean and remove sand and debris from structures that have 35% and more of sand and debris. We will utilize Vac Truck also on Manholes. As per our inspection report. This price includes all labor and equipment and dive services and MOT needed to complete this job.</p> <p>Any work completed outside the scope of this proposal may result in additional charges.</p> <p>Vac Truck Structures # 9-17A-42-43-44-48A</p>	10,800.00

Please know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.

Total \$10800.00

M.R.I. Underwater Specialist utilizes the federal E-Verify program in contracts with public employers. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. All contractors are fully covered under general liability insurance. We will not be responsible for any unforeseen incidents, when we dewater any wet well system. Due to sink holes crevasses or breeches etc. in and around wet well. This proposal does not include replacing any landscaping(Grass,trees, shrubs,etc.) all Jobsites will be left clean,

Authorized Signature
Michael Radford
Michael Radford President

We Utilize E-Verify for all workers

Acceptance of Proposal The Above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. If not we will agree to pay a 10% late fee. This proposal may be withdrawn if not accepted within thirty (30) days.

Signature _____

Date of acceptance _____



M.R.I. Inspection LLC

5570 Zip Dr.
Fort Myers Fl. 33905
239-984-5241 Office
239-236-1234 Fax



CGC 1507963

Date	Estimate #
------	------------

9/20/2023

4375

Name

Beach Road Golf Estates CDD
c/o Wrathell, Hunt & Assoc., LLC
9220 Bonita Beach Rd. Ste #214
Bonita Springs, FL 34135

Proposal

Project

2023 Inspection
Bonita Beach Rd.

Description	Total
This proposal is for the total cost to inspect all interconnect pipes, curb inlets, junction boxes, control structures, pipe ends and storm structures. We will utilize a diver to physically inspect and determine the amount of sand, debris and blockage within each structure. We will provide an inspection report and a proposal cost to clean all structures found to contain 25% or more obstruction and any repairs needed. This price includes all labor, material and equipment needed to complete this job.	3,500.00
Any work completed outside the scope of this proposal will result in additional charges. Total cost for four drains previously inspected and billed per invoice #4131.	-980.00

A

These Structures Has
Nothing to do with This Inspection
left Price the Same
Took I for the Team B

Please know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.

Total \$2,520.00

M.R.I. Underwater Specialist utilizes the federal E-Verify program in contracts with public employers
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. All contractors are fully covered under general liability insurance. We will not be responsible for any unforeseen incidents, when we dewater any wet well system. Due to sink holes crevasses or breeches etc. in and around wet well. This proposal does not include replacing any landscaping(Grass,trees, shrubs.etc.) all Jobsites will be left clean,

We Utilize E-Verify for all workers

Authorized Signature
Michael Radford
Michael Radford President

Arreptaurr of Proposal The Above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. If not we will agree to pay a 10% late fee. This proposal may be withdrawn if not accepted within thirty (30) days.

Signature _____

Date of acceptance _____

Structure #	Structure Type	Pipe Size	Condition	2021%	Recommend Cleaning
1	Curb	15"	10% Sand & Debris	25%	No
1A	Manhole	15"	10% Sand & Debris	20%	No
2	Curb	15"	25% Sand & Debris	35%	Yes
3	Curb	15"	25% Sand & Debris	40%	Yes
3A	Manhole	15"	Did Not Locate	15%	No
4	Curb	15"	10% Sand & Debris	40%	no
5	Curb	15"	25% Sand & Debris	30%	Yes
5A	Box	15"	25% Sand & Debris	25%	Yes
6	Curb	15"	10% Sand & Debris	60%	No
7	Curb	15"	25% Sand & Debris	25%	Yes
7A	Box	15"	30% Sand & Debris	30%	Yes
8	Curb	15"	25% Sand & Debris	30%	Yes
9	Curb	15"	80% Sand & Debris	10%	Yes
9A	Manhole	15"	25% Sand & Debris	40%	Yes
10	Curb	15"	25% Sand & Debris	80%	Yes
11	Curb	15"	25% Sand & Debris	100%	Yes
11A	Manhole	15"-18"	25% Sand & Debris	60%	Yes
12	Curb	15"	25% Sand & Debris	25%	Yes
13	Curb	15"	25% Sand & Debris	20%	Yes
13A	Manhole	18"-24"	35% Sand & Debris	10%	Yes
14	Curb	15"	25% Sand & Debris	20%	Yes
15	Curb	15"	25% Sand & Debris	20%	Yes
15A	Manhole	24"	25% Sand & Debris	20%	Yes
16	Curb	15"	25% Sand & Debris & Bricks	10%	Yes
17	Curb	15"	25% Sand & Debris	20%	Yes
17A	Manhole	36"-24"	35% Sand & Debris	30%	Yes
18	Curb	15"	25% Sand & Debris	20%	Yes
19	Curb	36"	10% Sand & Debris	25%	No

WE SEE THINGS YOU CAN'T

Structure #	Structure Type	Pipe Size	Condition	2021%	Recommend Cleaning
19A	Manhole	36"-15"	10% Sand & Debris	35%	No
20	Curb	15"	25% Sand & Debris	30%	Yes
21	Curb	15"-24"- 18"	30% Sand & Debris	25%	Yes
22	Curb	18"	10% Sand & Debris	30%	No
23	Curb	15"	5% Sand & Debris	20%	No
24	Curb	15"	25% Sand & Debris	20%	Yes
25	Curb	15"	Clean	20%	No
26	Curb	15"	25% Sand & Debris	20%	Yes
27	Curb	15"	25% Sand & Debris	20%	Yes
28	Curb	15"	30% Sand & Debris	20%	yes
29	Curb	15"	10% Sand & Debris	50%	No
30	Curb	15"	5% Sand & Debris	50%	No
31	Curb	18"	10% Sand & Debris	20%	No
32	Curb	18"	25% Sand & Debris	5%	Yes
33	Curb	30"	25% Sand & Debris	20%	Yes
34	Curb	30"	25% Sand & Debris	30%	Yes
35	Curb	36"	25% Sand & Debris	5%	Yes
36	Curb	36"	10% Sand & Debris	15%	No
37	Curb	24"	10% Sand & Debris	20%	No
38	Curb	24"-36"	30% Sand & Debris	20%	Yes
39	Curb	24"	30% Sand & Debris	40%	Yes
40	Curb	30"	25% Sand & Debris	35%	Yes
41	Curb	15"	Clean	15%	No
42	Curb	15"	70% Sand & Debris	20%	Yes
43	Curb	15"	80% Sand & Debris	50%	Yes
44	Curb	15"	35% Sand & Debris Pipe 50%	80%	Yes
45	Curb	15"	10% Sand & Debris	20%	No

WE SEE THINGS YOU CAN'T

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2023**

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BALANCE SHEET
DECEMBER 31, 2023**

	General Fund	Debt Service Fund Series 2015	Capital Projects Fund Series 2015	Total Governmental Funds
ASSETS				
Cash	\$ 334,999	\$ -	\$ -	\$ 334,999
Undeposited funds	2,769	24,710	-	27,479
Investments				
Revenue	-	1,882,754	-	1,882,754
Reserve	-	1,010,595	-	1,010,595
Sinking	-	390	-	390
Interest	-	196	-	196
Prepayment	-	15	-	15
Construction	-	-	438,206	438,206
Due from other	6,165	-	-	6,165
Due from general fund	-	111,358	-	111,358
Due from capital projects fund	4,429	-	-	4,429
Due from other governments	731	-	-	731
Utility deposit	282	-	-	282
Total assets	<u>\$ 349,375</u>	<u>\$ 3,030,018</u>	<u>\$ 438,206</u>	<u>\$ 3,817,599</u>
LIABILITIES				
Liabilities				
Contracts payable	\$ -	\$ -	\$ 23,589	\$ 23,589
Developer advance	1,983	-	-	1,983
Accrued taxes payable	612	-	-	612
Due to debt service	111,358	-	-	111,358
Due to general fund	-	-	4,429	4,429
Total liabilities	<u>113,953</u>	<u>-</u>	<u>28,018</u>	<u>141,971</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	1,879	-	-	1,879
Total deferred inflows of resources	<u>1,879</u>	<u>-</u>	<u>-</u>	<u>1,879</u>
FUND BALANCES				
Restricted for:				
Debt service	-	3,030,018	-	3,030,018
Capital projects	-	-	410,188	410,188
Assigned				
Lake bank erosion repair	150,000	-	-	150,000
Unassigned	83,543	-	-	83,543
Total fund balances	<u>233,543</u>	<u>3,030,018</u>	<u>410,188</u>	<u>3,673,749</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 349,375</u>	<u>\$ 3,030,018</u>	<u>\$ 438,206</u>	<u>\$ 3,817,599</u>

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll	\$ 14,970	\$ 240,132	267,788	90%
Intergovernmental: shared costs revenue	-	-	68,040	0%
Interest	9	11	-	N/A
Total revenues	<u>14,979</u>	<u>240,143</u>	<u>335,828</u>	72%
EXPENDITURES				
Supervisors	1,076	3,229	10,334	31%
Management/recording	3,333	10,000	40,000	25%
Financial accounting services	1,292	3,875	15,500	25%
Audit	-	-	4,500	0%
Dissemination agent	417	1,250	5,000	25%
Arbitrage rebate	-	-	500	0%
Trustee fees	-	-	10,850	0%
Legal	595	1,680	10,000	17%
Engineering	1,568	8,568	5,000	171%
Postage	136	404	750	54%
Printing & reproduction	83	250	1,000	25%
Legal advertising	262	758	1,000	76%
Annual district filing fee	-	175	175	100%
Insurance	-	7,055	7,100	99%
Other current charges	28	114	650	18%
ADA website maintenance	-	210	210	100%
Website	-	705	705	100%
Total professional & admin	<u>8,790</u>	<u>38,273</u>	<u>113,274</u>	34%
Operations				
Shared costs maintenance/monitoring	8,623	50,908	126,000	40%
On-site other contractual services	10,587	21,361	116,000	18%
Total operations	<u>19,210</u>	<u>72,269</u>	<u>242,000</u>	30%
Other fees and charges				
Property appraiser	-	-	1,459	0%
Tax collector	-	2,684	2,189	123%
Total other fees and charges	<u>-</u>	<u>2,684</u>	<u>3,648</u>	74%
Total expenditures	<u>28,000</u>	<u>113,226</u>	<u>358,922</u>	32%
Excess/(deficiency) of revenues over/(under) expenditures	(13,021)	126,917	(23,094)	
Fund balance - beginning	246,564	106,626	171,143	
Assigned				
Lake bank erosion repair ¹	150,000	150,000	150,000	
Unassigned	83,543	83,543	(1,951)	
Fund balance - ending	<u>\$ 233,543</u>	<u>\$ 233,543</u>	<u>\$ 148,049</u>	

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

**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 DECEMBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll	\$ 111,357	\$ 1,766,330	\$ 1,995,030	89%
Interest	5,298	27,417	-	N/A
Assessment prepayments	24,710	24,710	-	N/A
Total revenues	<u>141,365</u>	<u>1,818,457</u>	<u>1,995,030</u>	91%
EXPENDITURES				
Principal	-	645,000	645,000	100%
Interest	-	674,668	1,335,200	51%
Total expenditures	<u>-</u>	<u>1,319,668</u>	<u>1,980,200</u>	67%
Excess/(deficiency) of revenues over/(under) expenditures	141,365	498,789	14,830	
Fund balance - beginning	2,888,653	2,531,229	2,466,561	
Fund balance - ending	<u>\$ 3,030,018</u>	<u>\$ 3,030,018</u>	<u>\$ 2,481,391</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 DECEMBER 31, 2023**

	Current Month	Year to Date
REVENUES		
Interest	\$ 1,874	\$ 5,839
Total revenues	1,874	5,839
EXPENDITURES		
Total expenditures	-	-
Net increase/(decrease), fund balance	1,874	5,839
Beginning fund balance	408,314	404,349
Ending fund balance	\$ 410,188	\$ 410,188

Beach Road Golf Estates

Construction Fund Sources and Uses Reconciliation

Updated 01/07/24

Sources

01/1/23 Construction Fund Balance	Total Sources	986,324
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Uses

January 2023 Requisitions

Req. 62 - Landcare USA (Oak Tree relocation & Sod for Palm Trees)	6,463.32
Req. 63 - Superior Waterways (Aerator Cabinets & Compressors)	17,672.16
Req. 64 - Lykins Signtek (Additional Stop Signs)	7,950.00
Req. 65 - Kerton Electrical (Pedestrian Gate Electrical)	1,037.99
<u>MONTH TOTAL:</u>	<u>\$33,123.47</u>

February 2023 Requisitions

Req. 66 - Lykins Signtek (Speed Hump Crossing Sign)	\$725.00
Req. 67 - Landcare USA (Sod for the Oak Tree field)	\$3,128.32
Req. 68 - Collier Paving (Speed Hump Installation)	\$64,101.12
Req. 69 - Superior Waterways (Deposit for Aerator Upgrade Program)	\$87,365.58
<u>MONTH TOTAL:</u>	<u>\$155,320.02</u>

March 2023 Requisitions

Req. 70 - Superior Waterways (Aerator Upgrade Program)	\$62,122.53
<u>MONTH TOTAL:</u>	<u>\$62,122.53</u>

April 2023 Requisitions

	NONE
<u>MONTH TOTAL:</u>	<u>\$0.00</u>

May 2023 Requisitions

	None
<u>MONTH TOTAL:</u>	<u>\$0.00</u>

June 2023 Requisitions

Req. 71 - Collier Paving (ADA Mats & RPMs)	\$1,210.00
Req. 72 - MRI Underwater Specialists (Stormwater Inspection within gates)	\$6,000.00
<u>MONTH TOTAL:</u>	<u>\$7,210.00</u>

July 2023 Requisitions

	None
<u>MONTH TOTAL:</u>	<u>\$0.00</u>

August 2023 Requisitions

Req. 73 - FPL (BBRD Streetlighting Cancelation)	\$130,311.84
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Req. 74 - Anchor Marine Services (Drain Repair/Replacements)	\$52,516.00
Req. 75 - Carter Fence (Pedestrian Gate Installation)	\$17,659.14
<u>MONTH TOTAL:</u>	<u>\$200,486.98</u>

September 2023 Requisitions

Req. 76 - Collier Paving (Additional Pedestrian Street Signs)	\$29,200.00
Req. 77 - Anchor Marine Services (Drain Repair/Replacement)	\$27,294.00
<u>MONTH TOTAL:</u>	<u>\$56,494.00</u>

October 2023 Requisitions

Req. 78 - Banks Engineering (Various LDO Work)	\$6,750.00
<u>MONTH TOTAL:</u>	<u>\$6,750.00</u>

January 2024 Requisitions

Req. 79 - MRI Non-Shared Repairs	\$23,589.00
Req. 80 - MRI Collapsed Pipe Repair	\$16,970.00
Req. 81 - MRI Pipe Cleaning	\$62,400.00
<u>MONTH TOTAL:</u>	<u>\$102,959.00</u>

Current Planned Uses

Additional Littoral Plantings- Earthbalance	22,500
Additional Speed Table - Collier Paving	77,681
Card reader for new entry pedestrian gates -Ramco	2,500
Miscellaneous Drainage Pipe and Boxes Repairs- MRI	59,441
Solar Pedestrian Corsswalk	20,150
Planned Uses	<u>\$182,272.00</u>

Total Expenses \$806,738.00

Variance \$179,585.57

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**MINUTES OF MEETING
BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Beach Road Golf Estates Community Development District held a Regular Meeting on January 8, 2024 at 1:00 p.m., at the Bonita National Golf and Country Club, 2nd 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 at the meeting were:

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 phone/Zoom)	District Counsel
Jared Brown (via phone/Zoom)	Johnson Engineering, Inc. (JEI)
Gary Nychyk (via phone/Zoom)	Johnson Engineering, Inc. (JEI)
Andy Nott	Superior Waterway Services, Inc. (SWS)
Wendy Weber-Brunson	Bonita Nat'l Community Assoc. Manager
Derek Intinarelli	Bonita Nat'l Community Assoc. General Mgr
Kristi Wadhams	HOA President/Resident
Dan Wester	Resident
Gary Jasper	Resident
Joel Koenig	Resident
Denise Germano	Resident
Mike Ciberey	Resident
Residents (in person/via phone/Zoom)	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

Supervisors DiTommaso, Grillo, Vanderhyden and Kempf were present. Supervisor Kove was not present.

41

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

43

44 Mr. DiTommaso welcomed all attendees. He thanked Mr. Willis for the meeting
45 materials, especially the Project Status Report, which he believes is a useful tool and very
46 helpful for planning. The following items were discussed:

47 ➤ Street Lighting Project: Finalization for the new project to be approved is pending.

48 ➤ Beach Road/Sidewalk Lighting Project: There are no new updates.

49 ➤ Solar Pedestrian Crosswalk Project: The deposit will be paid to the contractor once the
50 materials arrive, which will be when the contractor will apply for the permit.

51 ➤ The Construction Fund Reconciliation Report: There will be \$179,586 remaining in the
52 account after all the open projects are completed. No additional projects are assigned at this
53 time. Once the projects are certified complete, Staff will determine how to apply any remaining
54 funds to pre-payment of the debt service owed.

55 ➤ The Seasons' HOA plans to install a cell phone tower on Bonita Beach Road but the CDD
56 has not been contacted about this. All parties must agree to this and amend the Shared Cost
57 Agreement, which will not apply if it is installed within The Seasons' community. Mr. Willis will
58 contact The Seasons for information about the company and the plans.

59 ➤ Nano-bubblers: The ground fault circuit interrupters (GFCI) are working properly to
60 protect the compressor and other equipment in the cabinet. The technicians are monitoring
61 areas and frequency where the GFCIs are tripping. A proposal to switch to a breaker and
62 relocate the GFCI plate to the panels to eliminate moisture will be presented in the future.
63 GFCIs should be replaced every couple of years. The technicians are on site performing monthly
64 inspections and make adjustments to the equipment on a quarterly basis. Residents are
65 encouraged to email issues to Mr. Willis.

66 ➤ Regarding a report of a loose reflector on the speed hump at the entrance, Mr. Willis
67 will replace it after the meeting.

68 ➤ Regarding MRI trucks on site, Mr. Willis stated MRI's schedule opened up and they
69 commenced work on the larger pipe cleaning project without prior notification. He discussed

70 the importance of MRI providing a schedule in advance so residents can be informed. He will
71 email the Report to the Board.

72

73 **THIRD ORDER OF BUSINESS**

Public Comments (3 minutes per speaker)

74

75 Mr. Willis reported that ten participants are attending via phone/Zoom and about ten
76 are attending in person.

77 Resident Gary Jasper asked what entity is responsible for maintaining the grassy area
78 from the CDD to The Seasons' main gate. Mr. Willis stated that is part of his Field Operations
79 Report. The Seasons' Construction Superintendent advised Mr. Adams of plans to re-install sod
80 in that area after all the landscaping is completed. Mr. Willis is creating a map to identify CDD
81 versus community responsibilities to provide at the next meeting.

82 Mr. Derek Intinarelli introduced himself as the new General Manager of Bonita National.

83 Resident Joel Koenig asked if the Florida Power & Light (FPL) payouts are included in the
84 Construction Fund Report. Mr. Willis replied affirmatively.

85 Resident Denise Germano asked what work is being done on Pond #20 and requested
86 the address of overgrown littorals. It was noted that a water leak is being repaired. Mr. Willis
87 will speak to Mr. Nott about the littorals. Ms. Germano asked about what she perceives as
88 insufficient lighting when walking to the Clubhouse. It was noted that, at the last meeting,
89 residents were advised to speak to the HOA Board about the lighting and her request to adjust
90 the timing when sprinklers turn on to avoid getting wet.

91

92 **FOURTH ORDER OF BUSINESS**

Operations Update(s)

93

94 • **Landscape**

95 Mr. Willis reported the following:

96 ➤ A LandCare representative will attend the next meeting.

97 ➤ Regarding the irrigation satellite along Bonita Beach Road, repairing the 15-year old
98 equipment is no longer working. It will need to be replaced; it is a shared cost amongst all four
99 communities.

100 ➤ Regarding the grub infestation, the CDD is still addressing this issue; once eliminated,
101 new sod will be installed.

102

103 **FIFTH ORDER OF BUSINESS**

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

104

105

106

107 Mr. Urbancic discussed the outcome of the meeting with the South Florida Water
108 Management District (SFWMD) regarding the mitigation property. If the CDD sells the property,
109 the SFWMD will not release the CDD from the responsibilities under the permit. The SFWMD is
110 concerned about placing cattle on the property.

111 Mr. Gary Nychyk agreed with Mr. Urbancic’s summary of the meeting with the SFWMD.
112 The SFWMD did not seem interested in the CDD selling it; the potential of leasing it will be
113 researched. Mr. Willis stated that Mr. Adams believes this is the initial starting point and will
114 continue conversations with the SFWMD and provide an update at the next meeting as to
115 whether to proceed. A Board Member asked for a written timeline from the genesis of this
116 matter to its current status.

117 Discussion ensued regarding the SFWMD not responding to calls or letters and the belief
118 that the SFWMD will take no action until the CDD files a permit or permit modification.

119 Mr. Willis thinks it is prudent for Mr. Adams to be present to participate in the Board’s
120 decision on how to pursue this matter. Mr. DiTommaso requested written documentation that
121 the CDD provided updates on this matter to the rancher.

122

123 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-01,
Implementing Section 190.006(3), Florida
Statutes, and Requesting that the Lee
County Supervisor of Elections Begin
Conducting the District’s General Elections;
Providing for Compensation; Setting for
the Terms of Office; Authorizing Notice of
the Qualifying Period; and Providing for
Severability and an Effective Date**

124

125

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132

133 Mr. Willis presented Resolution 2024-01. Seats 1 and 2 will be up for election at the
 134 November 2024 General Election. He read portions of Exhibit A, outlining the candidate
 135 qualifying period, which runs from noon on June 10, 2024 to noon on, June, 14, 2024, and
 136 instructing candidates about the qualifying process.

137

138 **On MOTION by Mr. Grillo and seconded by Mr. DiTommaso, with all in favor,**
 139 **Resolution 2024-01, Implementing Section 190.006(3), Florida Statutes, and**
 140 **Requesting that the Lee County Supervisor of Elections Begin Conducting the**
 141 **District’s General Elections; Providing for Compensation; Setting for the Terms**
 142 **of Office; Authorizing Notice of the Qualifying Period; and Providing for**
 143 **Severability and an Effective Date, was adopted.**

144

145

SEVENTH ORDER OF BUSINESS

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

147

148

- 149 • **Construction Fund Reconciliation Report**

150 The financials were accepted.

151

EIGHTH ORDER OF BUSINESS

**Approval of December 18, 2023 Regular
Meeting Minutes**

153

154

155 The following change was made:

156 Line 90: Delete last sentence.

157

158 **On MOTION by Mr. Grillo and seconded by Mr. Vanderhyden, with all in favor,**
 159 **the December 18, 2023 Regular Meeting Minutes, as amended and to include**
 160 **any changes previously emailed to District Management, were approved.**

161

162

NINTH ORDER OF BUSINESS

Staff Reports

164

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

166 Mr. Urbancic stated that Financial Disclosure Form 6 does not apply to CDD Supervisors;
 167 they need only file Form 1.

- 168 **B. District Engineer: Banks Engineering, Inc.**

169 New District Engineer, Jared Brown, stated that he looks forward to working with the
 170 CDD.

171 The District Engineer name under Staff Reports will be changed to Johnson Engineering,
 172 going forward.

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

174 There was no report.

- 175 • **NEXT MEETING DATE: February 19, 2024 at 1:00 PM**

- 176 ○ **QUORUM CHECK**

177 All Supervisors confirmed their attendance at the February 19, 2024 meeting.

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

179 Mr. Willis presented the Field Operations Report.

180 Discussion ensued regarding making format changes to the Field Operations Report.

181 It was noted that, once installation is completed, training on using the solar pedestrian
 182 crosswalk and how the system works will be scheduled for the Golf Course maintenance crew.

183

184 **TENTH ORDER OF BUSINESS**

**Audience
 Requests**

Comments/Supervisors'

185

186

187 Mr. Willis reported eight participants attending via phone/Zoom and about eight in
 188 person.

189 Resident Derek Burns asked where the Panther Mitigation property is located. Mr. Willis
 190 stated it is in Hendry County.

191 There were no Supervisors' requests.

- 192 ▪ **Collier Paving Proposal**

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

194 Mr. Willis distributed and presented a revised proposal from Collier Paving reflecting
 195 material cost increases from the supplier.

196 Discussion ensued regarding the recent contract and what the original contract terms
 197 were in 2022, concerns if the CDD tries to enforce the terms, the vendor possibly terminating

198 the newly executed contract and possible difficulties finding another vendor and obtaining new
199 bids.

200

201 **On MOTION by Mr. Vanderhyden and seconded by Mr. Grillo, with all in favor,**
202 **the Collier Paving Proposal to include the additional cost increase, for a not-to-**
203 **exceed amount of \$77,681.50, was approved.**

204

205

206 **ELEVENTH ORDER OF BUSINESS**

Adjournment

207

208

209 **On MOTION by Mr. Grillo and seconded by Mr. DiTommaso, with all in favor,**
210 **the meeting adjourned at 2:36 p.m.**

211

212

213

214

215

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

216
217
218
219
220

Secretary/Assistant Secretary

Chair/Vice Chair

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
A**

MEMORANDUM

To: Board of Supervisors
From: District Counsel
Date: January 1, 2024
Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics (“COE”) has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics’ (“COE”) website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: [Florida Commission on Ethics Training](https://ethics.state.fl.us/Training/Training.aspx).¹ Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ <https://ethics.state.fl.us/Training/Training.aspx>

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)

Click here: [Kinetic Ethics](#)

Business and Employment Conflicts and Post-Public-Service (56 minutes) Restriction

Click here: [Business and Employment Conflicts](#)

Gifts (50 minutes)

Click here: [Ethics Laws Governing Acceptance of Gifts](#)

Voting Conflicts - Local Officers (58 minutes)¹

Click here: [Voting Vertigo](#)

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: [Public Meeting and Public Records Law](#)

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: [4-Hour Ethics Course](#). This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: [Sunshine Law, Public Records and Ethics for Public Officers and Public Employees](#).

If you have any questions, please do not hesitate to contact me.

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
C**

BEACH ROAD GOLF ESTATES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

*Bonita National Golf and Country Club, 2nd Floor of the Clubhouse
17671 Bonita National Blvd., Bonita Springs, Florida 34135
¹Bonita National Golf and Country Club, 2nd Floor of the Clubhouse
17501 Bonita National Blvd., Bonita Springs, Florida 34135*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 16, 2023	Regular Meeting	1:00 PM
November 13, 2023*	Regular Meeting	1:00 PM
December 18, 2023¹	Regular Meeting	1:00 PM
January 8, 2024**¹	Regular Meeting	1:00 PM
February 19, 2024¹	Regular Meeting	1:00 PM
March 18, 2024¹	Regular Meeting	1:00 PM
April 15, 2024¹	Regular Meeting	1:00 PM
May 20, 2024¹	Regular Meeting	1:00 PM
June 17, 2024¹	Regular Meeting	1:00 PM
July 15, 2024¹	Regular Meeting	1:00 PM
August 19, 2024¹	Public Hearing & Regular Meeting	1:00 PM
September 16, 2024¹	Regular Meeting	1:00 PM

Exceptions

**November meeting date is one week earlier.*

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

**BEACH ROAD GOLF ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
D**



Wrathell, Hunt and Associates, LLC

TO: Beach Road Golf Estates CDD Board of Supervisors

FROM: Shane Willis – Operations Manager

DATE: February 19, 2024

SUBJECT: Status Report – Field Operations

Landscape Activities:

Monthly Service Calendar							MONTH :	Jan-24
CDD Bonita beach RD							BRANCH :	Bonita
<small>Please note: schedule could be subject to change depending on daily operational issues - Example: weather, equipment issues, emergencies</small>								
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Week Totals / Sunday		
1	2	3	4	5 DEBRIS PICKUP	6	7		
8	9 IRRIGATION CHECK	10	11	12 MOW SERVICE DEBRIS PICKUP	13	14		
15	16	17	18	19 WEED CONTROL DEBRIS PICKUP	20	21		
22	23	24 SPRINKLER TROUBLESHOOTING	25 MOW SERVICE DEBRIS PICKUP	26	27	28		
29	30	31	1	2	3	4		

Monthly Service Calendar							MONTH :	February
DD Bonita Beach R							BRANCH :	Bonita Spring
Please note: schedule could be subject to change depending on daily operational issues, closures, weather, equipment issues, emergencies								
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Week Totals / Sunday		
29	30	31	1	2	3	4		
				DEBRIS PICKUP				
5	6	7	8	9	10	11		
		IRRIGATION CHECK		MOW SERVICE DEBRIS PICKUP				
12	13	14	15	16	17	18		
			WEED CONTROL	WEED CONTROL DEBRIS PICKUP				
19	20	21	22	23	24	25		
		MOW SERVICE	GRUB TRAPPING FELDBINS	DEBRIS PICKUP				
26	27	28	29	1	2	3		

Misc. Activities:

- Grub infestation is being addressed along BBRD, grub treatment approved under shared costs for a total of \$3,932.00. Waiting for confirmed treatment schedule.

PROJECT STATUS as of 1/26/2024

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
Bonita Beach Road Lighting Project	In Progress	6/9/2023	25%	Bonita Beach Road Lighting Project – All parties that attended the meeting on 6/5/23 at 1:00pm agreed to a potential sidewalk lighting project. It involves the installation of Arbor Style heads & light poles (example pictures below). They will be installed about 100ft apart the length of the sidewalk.
	In Progress	6/19/2023	25%	District Manager & Board were informed by District Engineer that he would not sign off on project. Board disagreed and requested a meeting between the District Manager, District Attorney & Bond Counsel
	In Progress	6/28/2023	25%	Chuck Adams Update: Bond Counsel provided a path for us to be able to utilize Construction Funds to pay for the removal of the existing lighting equipment on Bonita Beach Road. Dave advised he needed to check a couple of items (including language on the form of requisition required by the Trust Indenture). When I followed up with Dave yesterday afternoon, he advised he was comfortable with the process. He will be preparing an amendment to the Engineer's Report that will more specifically be calling out street lighting as a part of the improvements contemplated for the Beach Road part of the project. He will also, sign and seal the requisition. Both of these will items will be presented to the Board on your July agenda for consideration/approval.
	In Progress	9/12/2023	50%	Agreement with Johnson's Engineering signed for consultation services.
	In Progress	10/4/2023	75%	The Engineer has completed the photometric survey for the sidewalk lighting and has indicated he expects to have surveying, design and LDO application completed by 10/6/23.









To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	10/23/2023	75%	Removal of current street lighting and associated equipment began.
	In Progress	11/1/2023	80%	Installed light poles and associated equipment have been removed.
MRI Pipe Repairs	In Progress	6/9/2023	0%	Contract and scope of services being drawn up
	In Progress	6/28/2023	0%	Contract Agreement sent to vendor, waiting for legal review signatures and scheduling
	In Progress	8/11/2023	25%	Contract Signed , waiting for schedule
	In Progress	9/12/2023	75%	Inspection completed, repairs underway. Pipe repair proposal \$16,970.00
	In Progress	10/10/2023	75%	Compromised pipe repair tentively scheduled for first week in November, all other repairs completed.
	Complete	12/6/2023	100%	All Repairs Completed
MRI Inspection Along BBR & Repairs	In Progress	8/8/2023	50%	Inspection conducted on 8/8/2023, report is being prepared
	In Progress	9/20/2023	75%	Contract signed for cleaning, awaiting scheduling date.
	In Progress	12/20/2023	80%	Inspection complete, waiting for the report.

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	2/7/2024	90%	Contract executed with MRI, pending scheduling date. Total cost \$10,800.00 for 35% and above cleaning
Additional Speed Humps	In Progress	8/8/2023	0%	Collier Paving is waiting for confirmation that Timo Brothers can supply the pavers in the allotted time, does not appear they will be able to meet the September 30 timeline.
	In Progress	9/12/2023	25%	Staff was informed 9/11/2023 that Timo Brothers had prepared a proposal for the speed humps, will provide to the Board as a handout at next meeting.
	In Progress	10/4/2023	50%	Contract is awaiting signatures from vendors and scheduling.
	In Progress	11/3/2023	60%	Contract signed with Collier Paving, permitting process underway.
	In Progress	1/3/2024	60%	Notified by Collier Paving that due to shipping issues, the price point of the pavers has changed. New pricepoint to be presented at the 1/8/2024 meeting.
	In Progress	1/8/2024	70%	Board approved new pricepoint at \$77,681.50. Contract adjusted, pending scheduling date for work.
Solar Pedestrian Crosswalk Project	Not Started	8/8/2023	0%	Collier Paving is waiting for DOT/County/City requirements for installing these inside of Bonita Springs & Lee County.
	Not Started	9/12/2023	0%	Informed by Collier Paving that they do not have anyone qualified to install due to the electrical requirements. Staff is sourcing vendors to install the wiring and signs. Road markings will be sourced after that benchmark

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	In Progress	10/4/2023		25% Waiting for contract agreement with the light system provider in Georgia.
	In Progress	12/11/2023		50% AV Tech Proposal for Board Consideration
	In Progress	12/30/2023		60% Contract executed with AV Tech for the Board approved project. Vendor has ordered the equipment from the supplier.
Damaged Street Signs Near Village Walk Entrance	In Progress	9/19/2023		0% Proposal requested from Lykins to repair/replace damaged signs.
	In Progress	9/22/2023		25% Proposal signed with Lykins.
	In Progress	9/27/2023		50% Signs removed for replacement/repair.
	In Progress	1/15/2024		60% Confirmed update that the signs have been produced, waiting for installation date.
	In Progress	1/26/2024		60% Requested update on installation, pending scheduling
Additional Littoral Plantings	Not Started	6/9/2023		0% Board approved additional plantings for Lakes 23 & 24
	In Progress	10/24/2023		25% Change Order with EarthBalance signed for additional littoral plantings. Pending harvest date.

To-Do List

TASK	STATUS	AS OF DATE	% COMPLETE	NOTES
	Complete	11/29/2023	100%	Littoral Plantings Completed