

**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 11, 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 remotely via Zoom at <https://us02web.zoom.us/j/81420021813> and via conference call at 1-929-205-6099, Meeting ID 814 2002 1813, for both.

Present at the meeting were:

| | |
|---------------|---------------------|
| John Moran | Vice Chair |
| Mike Rollins | Assistant Secretary |
| Barry Kove | Supervisor-Elect |
| Joseph Grillo | Supervisor-Elect |

Also present were:

| | |
|-------------------------------|-------------------|
| Chuck Adams | District Manager |
| Greg Urbancic (via telephone) | District Counsel |
| Dave Underhill | District Engineer |
| Peter Leyon | Resident |
| Daniel DiTommaso | Resident |
| Other Resident(s) | |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:03 p.m. Supervisors Rollins and Moran and Supervisors-Elect Kove and Grillo were present. Supervisor Gabor was not present.

Mr. Adams stated that Management received notarized Oath of Office forms from Mr. Grillo and Mr. Kove prior to today.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Joseph Grillo [SEAT 1] and Barry Kove [SEAT 2] (*the following to be provided in a separate package*)

Mr. Adams reiterated that the Oath of Office was previously administered to Mr. Grillo and Mr. Kove . The following items were presented during the Ninth Order of Business.

- A. Guide to Sunshine Amendment and Code of Ethics for Pubic Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B – Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Beach Road Golf Estates Community Development District, and Providing for an Effective Date

This item was presented following the Ninth Order of Business.

FIFTH ORDER OF BUSINESS

Consideration of Award of Contract for Lake Bank Erosion Repair Project (*materials to be provided under separate cover*)

Mr. Adams distributed the Request for Proposals (RFP) package and discussed the sealed bid process and items in the RFP. Although the RFP package was sent to five contractors, only two attended the mandatory pre-bid meeting and one responded to the advertisement. M.R.I. Construction (MRI) was the only respondent to the RFP.

Mr. Adams discussed MRI’s prior work with the District and stated that the modified specifications were included in the bid. The bids were based on a cost per location basis. He reported the following:

- Pricing: The RFP was for about 275 locations that were not part of the initial emergency repair but costs were included for the 39 locations that received emergency repairs last summer so they would align with the new specifications.

➤ Linear Lake Bank Repairs: This was for import or recovery of soil to fill holes and to install drains pipes going into the lake and the catch box with receiver. As a courtesy, MRI provided the expenses that the homeowner would incur to connect the downspout behind their home from the gutter into the receiver; homeowners may choose to engage another contractor or decide to do nothing.

➤ Mr. Adams read from the list in the Note section, featuring the scope of work.

Mr. Underhill and Mr. Adams clarified what the different colored markings represented on the Exhibit Map and noted that there was no evidence of riprap failing or of it warranting changing the size of drain; however, the drains must be maintained regularly in order to perform as planned. Mr. Adams stated that, upon completion of the first five installations, LandCare would service those areas for testing purposes. The project would commence at the end of January, as the goal was to complete the project before the rainy season.

Discussion ensued regarding requisitions, certification of the project, use of construction funds, etc. In response to a question, Mr. Adams stated he would work with Lennar to ensure its extension pipe repair project into the lakes was lowered, according to each ones needs. He recalled that, at the prior meeting, he discussed that the Developer would utilize about half of the construction funds to complete eligible projects and the CDD would use the remaining amount to complete this project. His recommendation was to award the contract to MRI.

Mr. Underhill stated that the beginning phase was bringing the original test sites up to the specifications. Mr. Adams stated that, once MRI provides him with a schedule of where they plan to start the project, MRI would be required to submit weekly updates so the HOA can e-blast weekly updates to residents.

On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, awarding the Lake Bank Erosion Repair Project to M.R.I. Construction, the sole respondent to the RFP, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2020

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2020. The financials were accepted.

Mr. Adams presented the November 16, 2020 Regular Meeting Minutes. The following changes were made:

Line 75: Change "Representatives" to "Representative"

Line 94: Insert "All Board Members nodded yes, to installing the speed table." before "Mr. Adams"

On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the November 16, 2020 Regular Meeting Minutes, as amended, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

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

Mr. Urbancic discussed new legislation that went into effect January 1, 2021, in which the District must register and begin using the E-Verify system to verify eligibility of employment and ensure that the contractors engaged by the District are using it as well.

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

A Board Member asked Mr. Underhill to start thinking of areas to store equipment within Bonita National and around the Golf Course, upon receiving approval. Mr. Adams anticipated the Golf Course would be the last phase and that it would start in spring when most of their activities settle down.

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

- **NEXT MEETING DATE: February 15, 2021 at 1:00 P.M.**
 - **QUORUM CHECK**

The next meeting will be held February 15, 2021 at 1:00 p.m., unless cancelled.

NINTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

A resident, asked if the lake bank erosion project was being completed in phases. Mr. Adams replied no, as the Contractor wanted to finish prior to the rainy season.

A Board Member asked Mr. Underhill if the Contractor would start on the stormwater systems at the beginning of Bonita National and onward. Mr. Underhill stated he had not discussed that yet but he did not think they would meander around.

A Board Member asked if there would be more discussion about the speed table. Mr. Adams stated the Workshop attendees noted good results but there were still concerns about eastbound traffic not slowing down. Mr. Underhill suggested installing a speed table instead of a 4-way stop. Discussion ensued regarding more signage and landscapers removing vegetation to correct line of sight issues. Mr. Underhill was asked to prepare a map of where the speed table should be placed, for presentation to the HOA Board and the Safety Committee.

In response to a question about the status of street lighting on Bonita Beach Road, Mr. Adams stated that it was in the design phase with Florida Power & Light (FPL).

Mr. Kove asked how the remaining curb issues would be addressed before the second topcoat is applied. Mr. Adams stated that he would check a few areas on the list he received, after the meeting. He explained that only cracks wider than a credit card would need to be replaced or repaired.

- **Resignations of Supervisor Rollins [Seat 5] and Supervisor Moran [Seat 3], Consideration of Candidates to Fill the Vacated Seats and Administration of Oath of Office to the Newly Appointed Supervisors**

This item was an addition to the agenda.

Mr. Rollins distributed his letter of resignation and verbally agreed to Mr. Adams adjusting the date to today. He stated he was moving away and would miss everyone.

On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the resignation of Mr. Mike Rollins, effective immediately, was accepted.

Mr. Kove nominated Mr. Peter Leyon to fill Seat 5; term expires November 2022. No other nominations were made.

On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, the appointment of Mr. Peter Leyon to Seat 5; term expires November 2022, was approved.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Leyon.

Mr. Moran verbally resigned from the Board, effective today.

On MOTION by Mr. Grillo and seconded by Mr. Kove with all in favor, the resignation of Mr. John Moran, effective immediately, was accepted.

Mr. Kove nominated Mr. Daniel DiTommaso to fill Seat 3; term expires November 2022. No other nominations were made.

On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, the appointment of Mr. Daniel DiTommaso to Seat 3; term expires November 2022, was approved.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Daniel DiTommaso.

The Supervisor stipend was accepted by the new Board Members. They were instructed to submit a W-4 to Mr. Adams and voided check if they wished to receive direct deposit.

The following items, previously Items 3A through 3D, were presented out of order:

- A. Guide to Sunshine Amendment and Code of Ethics for Pubic Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
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- D. Form 8B – Memorandum of Voting Conflict**

Mr. Adams briefly explained the above items. He instructed the newly resigned Supervisors to complete and submit Form 1F to the Supervisor of Elections office.

- Consideration of Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Beach Road Golf Estates Community Development District, and Providing for an Effective Date**

This item, previously the Fourth Order of Business, was presented out of order.

Mr. Adams presented Resolution 2021-01.

Mr. Grillo nominated Mr. Kove for Chair. Mr. Kove nominated Mr. Grillo for Vice Chair. No other nominations were made. The remaining Board Members would be Assistant Secretaries. The slate of officers was as follows:

| | |
|---------------------|-------------------------------|
| Chair | Barry Kove |
| Vice Chair | Joseph Grillo |
| Secretary | Chesley (Chuck) E. Adams, Jr. |
| Assistant Secretary | Peter Leyon |
| Assistant Secretary | Daniel DiTommaso |
| Assistant Secretary | Steve Gabor |
| Assistant Secretary | Craig Wrathell |
| Treasurer | Craig Wrathell |
| Assistant Treasurer | Jeff Pinder |

On MOTION by Mr. Grillo and seconded by Mr. Kove with all in favor, Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Beach Road Golf Estates Community Development District, as nominated, and Providing for an Effective Date, was adopted.

A Board Member reiterated the need to prepare a formal plan to assist with IKon’s transition and for the District’s website to be updated regularly, so residents know of upcoming projects. Mr. Adams would provide the HOA Representative with weekly updates to share with residents, as most residents do not regularly use the District’s website to obtain information.

TENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Grillo and seconded by Mr. Leyon, with all in favor, the meeting adjourned at 1:55 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair