

**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 November 13, 2023 at 1:00 p.m., at the Bonita National Golf and Country Club, 2<sup>nd</sup> Floor of the Clubhouse, 17671 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, for both.

**Present at the meeting were:**

Barry Kove	Chair
Daniel DiTommaso (via phone/Zoom)	Vice Chair
Joseph Grillo	Assistant Secretary
Timothy Vanderhyden	Assistant Secretary
Denise Kempf	Assistant Secretary

**Also present were:**

Chuck Adams (via phone/Zoom)	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel
Dave Underhill (via phone/Zoom)	District Engineer
Andy Nott	Superior Waterway Services, Inc. (SWS)
Wendy Weber-Brunson	Bonita Nat'l Community Association Mgr
Denise Germano	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 Grillo, Kempf, Vanderhyden and Kove were present. Supervisor DiTommaso attended via telephone/Zoom.

**SECOND ORDER OF BUSINESS**

**Chairman's Opening Comments**

Mr. Kove thanked everyone for attending the meeting. The following items were discussed:

- Florida Power & Light (FPL) removed the lights on Bonita Beach Road and the poles in front of the fire station. Completion of the project by the end of the month is anticipated.
- Regarding a loose reflector at the entrance of the community, Mr. Willis stated he will have it replaced.
- Mr. Kove asked Mr. Willis address a resident's report of an exposed drainage pipe at 28075 Wicklow Court.
- Regarding the tree in the lake between the 4<sup>th</sup> green and the fifth T-box, Mr. Willis informed the HOA that the dead Cypress tree was removed last week. He determined other Cypress trees in the community are not dead; rather, they are in the winter stage.
- Regarding solar lighting, Mr. Willis stated that AV-Tech placed the equipment order and is researching if it needs a permit. Once completed, a proposal will be presented and, if approved, he expects installation to be completed within a few months.
- Regarding speed hump installation, Mr. Willis stated that he will schedule the project once the permit is issued.

Placement of the crosswalk was discussed.

Mr. Kove asked Mr. Willis to coordinate the project schedule with Ms. Weber-Brunson and Troon Management.

Resident Denise Germano reiterated an email request to Mr. Adams for a copy of the survey delineating Coach Homes IV and CDD property and for the Arborists certification on tree selection, to address her and other residents' concerns about the tree roots from the ponds damaging irrigation and property. Mr. Kove stated that Mr. Adams will send her the survey. Mr. Kove will advise her on the other matter, once he speaks to Mr. Adams. Mr. Willis noted that the State established the littoral zone and plant selection and approved the permit for the CDD, not Lennar.

- Regarding algae maintenance, Mr. Nott, of SWS, reported on the progress of dying Lake 14 and upcoming plans to dye Lake 8; crews will be on site to hand cut various lakes this week.

Mr. Willis defined the littoral zones and the various purposes and benefits of littorals. Mr. Kove asked Mr. Willis to include Mr. Nott in the next littoral planting project and to prepare a diagram of each lake for the Board to review.

Discussion ensued regarding the location and selection of plants and/or littorals, aesthetics of littorals, upcoming quarterly maintenance project and the compressor box location for the driving range lake.

➤ Regarding the crosswalk and stop sign lines repainting project, Mr. Willis stated that Collier Paving plans to paint and complete the speed hump paving project concurrently. Mr. Kove asked Mr. Willis to email the schedule to Ms. Weber-Brunson so she can notify residents.

**THIRD ORDER OF BUSINESS**

**Public Comments (3 minutes per speaker)**

Mr. Willis stated 11 residents are attending via Zoom.

No members of the public spoke.

**FOURTH ORDER OF BUSINESS**

**Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

**A. Affidavit of Publication**

**B. RFQ Package**

These items were included for informational purposes.

**C. Respondent: Johnson Engineering, Inc.**

Mr. Willis noted that Johnson Engineering, Inc. (JEI) is the sole respondent to the RFQ for Engineering Services. He and Mr. Adams work with JEI in other CDD's and deem JEI fully qualified to meet the District's engineering needs.

**D. Competitive Selection Criteria/Ranking**

Mr. Willis advised that, with only one respondent, this step is no longer necessary. The Board, upon review, can award the contract to JEI.

Mr. Urbancic reviewed the award process to rank Johnson Engineering as the #1 ranked respondent and to authorize Staff to negotiate a contract.

Mr. Kove noted that JEI received “rave” references from two other communities and Mr. Adams. He supports awarding the contract to JEI.

**E. Award of Contract**

**On MOTION by Mr. Kove and seconded by Mr. Grillo, with all in favor, deeming Johnson Engineering, Inc., as the #1 ranked respondent to the RFQ for Engineering Services and to award the Engineering Services contract to Johnson Engineering, Inc., and authorizing Staff to commence negotiations, was approved.**

Mr. Kove stated that Banks Engineering’s services will terminate once they complete the speed hump project.

**FIFTH ORDER OF BUSINESS**

**Operations Updates**

**A. Beach Road/Sidewalk Lighting Project**

Regarding Phase 3, Mr. Willis stated that Mr. Adams is in contact with FPL daily and is awaiting a response; an update will be emailed to the Board. Mr. Kove asked Mr. Urbanic to keep track of the approaching deadline, as it might be necessary to send a letter to FPL.

**B. Drain Pipe Repairs**

Mr. Willis stated that he will notify Mr. Grillo when MRI plans to be on site to repair the broken pipe. MRI is waiting for the materials to arrive, which are expected within the next few weeks.

**SIXTH ORDER OF BUSINESS**

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

Mr. Kove stated that Mr. Adams will provide an update after the team meeting on December 5, 2023.

**SEVENTH ORDER OF BUSINESS**

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

The financials were accepted.

Mr. Kove asked Mr. Willis to confirm that Mr. Underhill is using construction funds for the speed hump and solar lighting projects.

**EIGHTH ORDER OF BUSINESS**

**Approval of October 16, 2023 Regular Meeting Minutes**

**On MOTION by Mr. Vanderhyden and seconded by Mr. Grillo, with all in favor, the October 16, 2023 Regular Meeting Minutes, as amended to include any changes previously emailed to District Management, were approved.**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Urbancic gave an update on the new ethics continuing education requirement and discussed Board Members completing an ethics training course in 2024. He will continue monitoring the Commission on Ethics’ website and provide updates. Ms. Kempf asked Mr. Urbancic to research if he can conduct the ethics training course for the Board.

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

Mr. Underhill stated that the Limited Development Order (LDO) permit applications for the speed tables and the three-way stop sign additions were filed with the City early last week. Construction funds will be used for the speed hump, pedestrian crosswalk and solar lighting projects. Regarding placement of the speed humps, he recommended all parties meet on site with the contractor.

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

There was no report.

- **NEXT MEETING DATE: December 18, 2023 at 1:00 PM**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the December 18, 2023 meeting.

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

Mr. Willis presented the Field Operations Report. He reported the following:

- EarthBalance just confirmed that the additional littorals will be planted next week.
- Lykins will repair and/or replace the damaged signs in front of Village Walk within the next few weeks. The signs will be installed further away to avoid future damage.

Mr. Willis requested direction regarding the Project Tracker and how to handle completed projects. The consensus was to remove completed projects from the Report every quarter, meaning three months after the completion date.

**TENTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors'**

Mr. Willis stated, at this time, nine residents are participating via Zoom.

A resident asked if the Panther Mitigation property will be a private or public sale and noted another parcel is being rezoned. Mr. Willis stated that property is encumbered with various constraints and it is deemed for agriculture use only. Mr. Urbancic stated there are public aspects to the sale of this property; the CDD will need to declare the property as surplus.

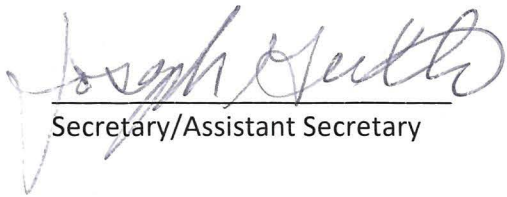
There were no Supervisors' requests.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Grillo and seconded by Mr. Kove, with all in favor, the meeting adjourned at 2:05 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair