

**MINUTES OF MEETING
BROOKS OF BONITA SPRINGS & BROOKS OF BONITA SPRINGS II
COMMUNITY DEVELOPMENT DISTRICTS**

A Joint Meeting of the Brooks of Bonita Springs & Brooks of Bonita Springs II Community Development Districts' Boards of Supervisors was held on Wednesday, July 25, 2018 at 1:00 p.m., at The Commons Club at The Brooks Enrichment Center, 9930 Coconut Road, Bonita Springs, Florida 34135.

Present for Brooks CDD were:

James Merritt	Chair
Jim Ward <i>(via telephone)</i>	Vice Chair
Rollin Crawford <i>(via telephone)</i>	Assistant Secretary
Sandra Varnum	Assistant Secretary
Phil Douglas	Assistant Secretary

Present for Brooks II CDD were:

Joseph Bartoletti	Chair
Gary Davidson	Assistant Secretary
Jack Meeker	Assistant Secretary
Ray Pierce	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Dan H. Cox <i>(via telephone)</i>	District Counsel
Michael Perkins	Irrigation Design Group
Bill Hollister	Resident
Marv Porter	Resident
Tim Blicher	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:03 p.m. Supervisors Merritt, Varnum and Douglas were present, in person, for Brooks of Bonita Springs. Supervisors Ward and Crawford

attended via telephone. Supervisors Bartoletti, Davidson, Meeker and Pierce were present, in person, for Brooks of Bonita Springs II. Supervisor Strecansky was not present.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Douglas, with all in favor, authorizing Mr. Ward and Mr. Crawford's attendance and full participation, via telephone, due to exceptional circumstances, was approved.

SECOND ORDER OF BUSINESS

Public Comments (agenda items only)

Mr. Bill Hollister, a resident, read a prepared statement into the record:

"My name is Bill Hollister. I live in 9835 Bay Meadow in CDD #1. I am a Shadow Wood Country Club member, a Commons Club member and was pleased to have served with you as a Supervisor of CDD #2 in my former life. I have a high regard for all you have done. The debt is being retired, the water flow is maintained and the landscaping on Three Oaks and Coconut Road provides a beautiful entrance to the community; the Brooks is a more desirable place to live because of all of your hard work, particularly that of Mr. Merritt and Mr. Bartoletti. The flow of water is critical as we see from the flooding in Orchard Ridge, in Shadow Wood, flooded parking lot at Dillard's, the downstream problems in other communities, potential changes in the development east of I-75 and the impending flood control battle between Bonita Springs and Collier County. You have your hands full with the standard mission of Community Development Districts. I am here hoping you remember to represent the tax payers more than you represent the Commons Club. The CDD did all it could to help the Commons Club off the cash-poor floor when the Board purchased the Commons Club from Bonita Bay. Now, you may be going too far. Are you really considering building a CDD Sports Club? The Camel has its nose under the tent and he is trying to get both humps in after the nose. Buying the property adjacent to the Commons Club to prevent it from in the hands of the Developer who might affect the appearance and the ambiance of the Brooks is one thing, renovating the playground, adding awnings to protect the slide from the sun, building pickle ball courts with beautiful landscaping and even lights that are never used. Who needs lights when all of the old-timers are in bed? In regard to your current budget discussions, could a note be added to the statement of revealing the dollars that the CDDs have spent in developing the CDD Sports Club? Please, do not continue to spend

more tax payer funds on that. As a tax payer, I oppose the establishment of the CDD Sports Club; you have embarked on a treacherous path and you may not be able to stop punching the target. Could a complete disclosure of all funds expended on the parcel be displayed as a note in the financials? And really, are the tax payers really asking for you guys to build more pickle ball courts? Why not find a way to return the parcel to the Commons Club or one of the other Brooks communities for their development; they are all land-locked and it is a precious piece of property, right in the middle of the Brooks. Allow the CDD to give back to its communities. Even the contiguous communities who are land-poor could put better use to the Coconut Road property than the CDD tax payers. Please, sell it to one of the contiguous properties. Looking ahead, the CDD has lots of uses for its money; continuing its original mission of water flow and lights management, street lighting and landscape maintenance. The Commons Club is now healthy. Please return the CDD to its original mission. Thank you."

Mr. Marv Porter, a resident, presented photographs and stated that Pond #115 has become an eyesore over the past few years. He has had numerous discussions with District Staff regarding the pond yet it continues to worsen, despite Mrs. Adams' efforts to repair it. He appealed to the Boards for support and asked them to commit to a regular maintenance program to keep the pond looking decent, like the rest of the ponds in Shadow Wood and on the golf course. Although, today, work crews were raking up the vegetation, he felt that a lot more needs to be done.

Mr. Tim Blicher, a resident and Mr. Porter's neighbor, presented more recent pictures of the pond. Although the pond's appearance has improved, the problem persists and dead vegetation ends up trapped in the littorals, causing the pond to be unsightly and unhealthy. He questioned why the CDDs are allowing this to happen. Mr. Porter stated that he did not know whether the pond was designed incorrectly or dredged incorrectly but, from the start, there has been a quasi-plateau, which has never been allowed to fill up. A Board Member asked if the damage is at the east or west end of the lake. Mr. Blicher replied the west end and referenced the outfall and drain line coming in from 150. Mr. Merritt wondered if there could be a compromise because, whatever the Boards decide to do about the pond starts the precedent for everything within the Brooks and there should be a shared approach with a commitment on behalf of the homeowners to help pay for the repairs. Mr. Blicher asked why the homeowners should pay for

something they have no control over. Discussion ensued regarding nearby lakes, defects in the construction of the pond, aquifers, spike rush, littorals and nature. Mr. Adams stated the location of the pond is unique in that it is a headwater to the rest of the CDDs' system and there is a cascade effect in terms of the control of these lakes in different elevations. In mid-May, at a group inspection, Staff noticed new growth; the rainy season had just commenced and the zone was already showing signs of new growth because it was getting hydrated. The plants will grow during the rainy season and it may be sparse but, over a series of a few years of being hydrated, it will fill in with the same density as in other areas of the littoral shelf. It would be helpful if the associations adjusted their sprinklers to irrigate the turf by adjusting the rotators to 360 degrees, which will keep the area hydrated during the dry season and allow the cycle to stop because it will have just enough water for the plants to survive through the dry season. If the associations are willing provide that irrigation, then Management would consider re-investing funds into the zone. Mrs. Adams stated that the lake banks at Pond #115 are extremely rocky, which makes it very difficult for plants to grow. Although a number of solutions were implemented, the use of supplemental irrigation during the dry season has not been applied. A Board Member felt that Mr. Adams' proposal was worth trying. Mr. Adams stated that his proposal would help because, as previously indicated, Staff observed that there was already new sprouts forming and filling in a few thousand extra and ensuring that the sprinklers are covering that should allow that plant material to grow year-round, which will increase the critical mass in a relatively short period of time. A Board Member stated that the only question on that issue is whether the associations have pop-up heads or rotators; most of the areas have pop-up, in which case all of the heads along the bank must be changed. Mr. Adams stated that there is 50' of turf and rotators were most likely used. Mr. Blicher stated that he would appreciate whatever the Boards could do.

JOINT BOARD ITEMS

THIRD ORDER OF BUSINESS

Consideration of Award of Contract - Lake and Wetland Management

Mrs. Adams presented the Lake and Wetland Management Contract information. Despite contacting seven companies, only two companies submitted bids, which regularly compete against each other for CDD work in Southwest Florida. The SOLitude Lake

Management (SOLitude) contract is the same as it has been for the past two years, at \$316,488. The reason for the increase in price, two years ago, was due to the constant battle with certain submersed invasive material. SOLitude responds quickly to complaints and issues and provides accurate pricing; they are more knowledgeable about the true costs of maintaining the lakes within the Brooks. Aquagenix submitted a quote that is 5.9% less than SOLitude, at \$297,805; however, they are inconsistent in terms of pricing, as noted on the second page of the memo. Discussion ensued regarding the proposals and pricing. In response to Mr. Davidson's question, Mrs. Adams confirmed that Mr. Bill Kurth is still with SOLitude. Mr. Merritt asked for Mrs. Adams' assessment of how well Aquagenix has performed in other communities in the past few years. Mrs. Adams stated that the turnaround time for work-orders has not been as swift as with SOLitude, which oftentimes responds to calls on the same day. As to when she last called to get the current seven workers onsite, Mrs. Adams replied, "this morning."

On MOTION for Brooks of Bonita Springs by Mr. Ward and seconded by Ms. Varnum, with all in favor, awarding the two-year Lake and Wetland Management Contract to SOLitude Lake Management in the amount of \$316,488 per year, was approved.

On MOTION for Brooks of Bonita Springs II by Mr. Davidson and seconded by Mr. Meecker, with all in favor, awarding the two-year Lake and Wetland Management Contract to SOLitude Lake Management in the amount of \$316,488 per year, was approved.

In response to Mr. Pierce's question regarding the algae issue, Mrs. Adams stated the algae has been less problematic than in previous years. Mr. Pierce stated that there is a spraying problem with SOLitude, the Board must provide that information to individual homeowners and asked what type of feedback system was in place with SOLitude to combat the algae issue. Mrs. Adams stated that one way to prevent algae was to not fertilize and grass clippings also contribute to algae formation. Mr. Adams stated that Best Management Practices (BMP) certification is required in Lee County for all commercial landscapers and Staff would remind

the landscaper to educate its workers on algae prevention in the lakes. Mr. Pierce noticed high water and a degradation of the littorals in the past few years. Mrs. Adams stated that this was caused by massive drought periods, where the ponds drop to nothing and one could walk across the water. There were numerous exposed lake banks with no plants and the ponds that contain plantings die due to lack of water and then when the waters rise, the plantings are not visible and it is like an illusion. Mr. Adams stated that the year 2017 was, both, a record drought year and a record rainfall year and quick changes in hydrology wrecks havoc on aquatic plant material. Mr. Pierce stated that the CDDs must reinvigorate the littoral plantings, as it keeps the lakes second to none and prevented erosion. Mrs. Adams suggested adding more funds in the budget for the littorals because the current monies would go towards lake restoration and aeration. Discussion ensued regarding the different plant materials, the littoral shelf, the dry season and educating associations and individuals on what needs to be done to maintain the water quality and beauty.

FOURTH ORDER OF BUSINESS

**Update: Irrigation Design Group
Findings and Next Step**

Mr. Michael Perkins, of Irrigation Design Group (IDG), provided the following update:

- June was a difficult month in terms of water conservation.
- There were issues with controllers; the cellular cartridges in Controllers #4 and #5 deteriorated and had to be replaced.
- Controller #7 was damaged by lightning, which was reported to the electric company, who dispatched a technician to repair it.
- The herbicide is working; within 24 hours, anything that is wrong is known and reported to BrightView.
- This is IDG's first year with the Brooks; therefore, there is no baseline so one is being created, based on weather correlation to what is being irrigated.
- Next year's report will be far more accurate and meaningful..
- The reason for the excessive water use is the new plantings; there are seasonal plants coupled with additional plants installed along the fence area, with fill.
- The rotors that water the new plants take a while to run and saturate the soil.

- There is a bit of over-watering in areas that did not need it to adequately water the new plants.
- The weather station was relocated from where it was originally; it is now in a better place, reporting more accurately.
- IDG coordinates with BrightView on a regular basis. The supervisor is doing a great job; he is very responsive and diligent.
- Currently, there are no flow meters installed, so IDG is unable to see or respond to leaks, stuck valves or main line breaks.
- He will ask BrightView to organize all of their service efforts during the day through the controller because then IDG can track what they are turning on, how many minutes they are running it for etc.
- He would like to provide suggestions on how to automate the water/flow meters so that we can see them operating or shut them off automatically if a leak is detected on a weekend; which would allow IDG to disable the meter.
- It is an investment in the future and it will have a return on investment eventually because of all of the water that will be conserved potentially in a catastrophic situation.

A Board Member inquired about past communication issues with BrightView. Mr. Perkins stated that the Irrigation Supervisor, William Velez, has been great, whereas the landscape department has not been as helpful; he communicates with them through William. IDG's goal is to beautify the community and save money on irrigation. In response to Mr. Pierce's observation of plant degradation in certain areas, Mr. Perkins stated that he noticed it as well and explained that, sometimes, the plant material accelerates and overgrows the ability of the sprayer to clear it, causing certain areas to not be sprayed at all. Mr. Perkins will ask William to check those areas. Mrs. Adams stated that she recently reported the plant issue to BrightView and was awaiting a response. Mr. Perkins stated that it is a balancing act in that when he is trying to conserve water, he could really cut back but if he cuts back too much, it will affect the seasonal plants. In response to Mr. Douglas' question regarding how a flow meter would help, Mr. Perkins explained that a flow meter would allow him to ascertain that controllers were not turned off and would allow for synchronization and the ability to switch off the meter and determine daily service. Mr. Bartoletti inquired about the best way to solve the communication

issue with BrightView. Mr. Perkins felt that the BrightView landscape division is leery of IDG and he would confer with William about the issue. Discussion ensued regarding BrightView employees, the number of flow meters needed and the budget. In response to a question, Mr. Perkins stated that there is one weather station and two water collection stations and some soil sensors. With regard to the snails, Mrs. Adams stated she heard back from RCS, who wants to arrange a walk-through but Staff has been really busy. In response to a question, Mrs. Adams stated that irrigation for Three Oaks and Coconut Road is provided by RCS. As to whether they use chlorine in their pumping station to kill snails, Mrs. Adams stated that they use chemical injections to treat the water quality.

FIFTH ORDER OF BUSINESS

Update: Hurricane Irma Recovery Costs and Potential FEMA Reimbursement Status, Insurance Claim, Tree and Hedge Replacement Timing and Anticipated Costs

Mr. Adams stated that, as of one week ago, no requests for additional information have been received from the Federal Emergency Management Agency (FEMA). The CRC Manager informed him that everything is clear and FEMA is just working its way through the review process. Mr. Adams accessed a portal to verify that and found the last statement on the portal confirms that the file is complete and is awaiting final FEMA review.

SIXTH ORDER OF BUSINESS

Continued Discussion: Coconut Park Security/Unauthorized Use Initiatives and Potential User Fees

Mr. Bartoletti stated that Management previously emailed a letter and sample survey to the Boards and he would like the Boards' approval to proceed, unless there were any objections. In response to Mr. Douglas' question regarding they survey, Mr. Bartoletti stated that the survey would be circulated to all homeowners, whether they played pickleball or not. Mr. Meeker thought it was not necessary to send the survey all homeowners and charged that the Boards were casting a wide net to bring people into the Brooks. Mr. Bartoletti stated that the survey would provide the Boards with an idea of how many people are interested in pickleball. A reservation system called "Chelsea" must also be implemented. The survey is structured to give

people choices between “open play” and “private play,” which Chelsea allows staff to manage. Once that is known, how to set up a schedule for the season will be known. The time allotted to play was changed from 2 hours to 1½ hours for all players. Mr. Davidson stated that Mr. Meeker is concerned that, with the survey going out to everybody, there will be enough support and, all of a sudden, there will be a show of demand that the Districts could not accommodate. Mr. Bartoletti stated that the reason for using Chelsea is because it advocates that, if demand exceeds supply, a point system based on the frequency of play provides players with equal time to play. Mr. Meeker stated that the CDDs were practicing incrementalism; an adding-on of amenities. Mr. Bartoletti stated that he was advocating improving the availability of play for people, based on what the Boards heard in February, when it was suggested that the Boards set up an advisory committee, He has been working on this since that point. If he had to do it over again, he would not have been so accommodating but it is too late for that. Mr. Meeker thought the Boards should not build more courts.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Douglas, with all in favor, authorizing the circulation of the Pickleball survey to all Brooks residents, was approved.

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Davidson, with all in favor, authorizing the circulation of the Pickleball survey to all Brooks residents, was approved.

Mr. Adams asked how the survey would be circulated. Mr. Bartoletti replied “via email.” Mr. Adams suggested uploading the survey to Survey Monkey, as well emailing it. A Board Member asked if the CDDs have a subscription to Survey Monkey. Mr. Adams replied no and it must be set up individually. As to whether the CDDs must pay Survey Monkey for access to their system, Mr. Adams stated that the Districts would reimburse the individuals who set up the survey on Survey Monkey and submit a receipt.

Mr. Bartoletti planned to ask the property managers of neighboring communities to e-blast the letter with the link to Survey Monkey. Next, the Monkey Survey data would be

evaluated and put in a format for review with the Boards at the October meeting. Regarding implementation of a nonresident membership fee, Ramco Protective Services (Ramco) was engaged to secure the pickleball courts. Ramco recommends installing maglocks, where players gain access with swipe cards and are preparing a proposal to install maglocks. Ramco was also asked to install timed locks, which will automatically unlock at 8:00 a.m., and lock at 10:00 p.m., on the restrooms to secure them from vagrants, and Mr. Adams requested that the swipe card approach be applied to the interactive fountains, to deny entry to individuals who do not reside in the Brooks unless they pay an annual nonresident member fee of \$572. Mr. Adams stated that the fee must be officially adopted after the Districts undergo a fees and charges public hearing process. Ramco was also asked to assist with determining the number of swipe cards needed for distribution by accessing the current public tax rolls to identify Brooks' residents. The swipe cards will expire annually and a renewal fee of \$10 will be charged for re-authorization. A Board Member asked if the CDDs would be responsible for the administration of the proposed programs. Mr. Bartoletti stated that he and Staff are looking into assigning administrative duties to either Ramco or Chelsea and once the arrangements are in place, he would apprise the Boards. As to how swipe cards for the interactive fountain will be accomplished, Mr. Bartoletti explained that individuals could use swipe cards to access a timer box and switch on the fountain. Discussion ensued regarding drawbacks to the swipe cards, iphones and hats.

SEVENTH ORDER OF BUSINESS

**Continued Discussion: Fiscal Year
2018/2019 Proposed Budget**

Mr. Adams recalled detailed discussion of the proposed Fiscal Year 2019 budget, at the previous meeting. The primary goal is to keep assessments the same level, year-over-year, despite the increase that was approved two years prior. A number of accounts were added under "Parks and recreation – Coconut Road Park", which doubled the accounts, adding greater detail regarding to where expenses are leaning in "Irrigation water," "Sewer/water," "Electric" etc. No increase in the department, overall, was anticipated; it was just a movement of funds between some of the account line items. There was a slight reduction in the "Landscape maintenance – Coconut Rd. & Three Oaks Parkway". The anomaly with in the current year is the hurricane cleanup, which tends cause them to go over-budget and Management anticipates that being a

one-time occurrence, which will be funded from Fund Balance. In response to a Board Member's inquiry, Mr. Adams stated that the CDDs could expect 50% reimbursement from FEMA, which should range between \$125,000 to \$150,000. Management is also awaiting a \$40,000 reimbursement from the CDDs' insurance carrier for expenses related to Hurricane Irma damage to the interactive fountain. A Board Member asked if the insurance reimbursement is included in the budget. Mr. Adams stated that none of the anticipated recovery funds are recognized in the budget. Discussion ensued regarding how best to utilize recovery funds, culvert cleaning/inspections, Hurricane Irma, the catch basins, ponds and drain pipes. Mr. Adams stated that the CDDs must do all they can to keep the system clean so it can function as close to design as possible and the Boards should recognize that the community experienced two back-to-back storm events in a two-week period that far exceeded design. In response to a question regarding a flow meter proposal from IDG, Mr. Adams stated that the flow meter would qualify for funds from an increase to fund balance, which is a part of the CDD's future capital replacement item and. Mr. Davidson asked if the estimated \$150,000 to \$200,000 in recovery funds will affect the unassigned reserves for Fiscal Year 2019. Mr. Adams stated that that was unavoidable because several projects require funding, including street lighting repairs. In response to Mr. Ward's question regarding \$249,000 under Fiscal Year 2018, Mr. Adams stated that those funds are before reimbursement because the budget does not anticipate any reimbursements including the \$40,000 insurance recovery and confirmed that any funds received through reimbursement would go into the District's revenue stream and increase the fund balance. In response to a Board Member's question regarding the location of the I-75 Pebble Beach Berm Maintenance line item in the budget, Mr. Adams stated that the project was not incorporated in the contract and was not listed as a line item. A Board Member asked if the "Railroad crossing lease" line item at \$13,410 is for the lease of the right of usage or for the maintenance that they do to keep it open. Mr. Adams replied that it is the lease and he has not expended it for the past few years but he was reluctant to removing; if it is not used, it would fall into fund balance. As to the location of the lake bank erosion repairs line item, Mr. Adams stated that that line item is under "Water management" and budgeted at \$100,000. Discussion ensued regarding lake bank erosion funding for Copper Leaf and Spring Run. Mr. Adams stated Spring Run will most likely be a two-year phased project. In response to Mr. Bartoletti's question regarding aeration decisions,

Mrs. Adams stated that, each year, she coordinates with Mr. Bill Kurth and the goal is to aerate the most problematic lakes completed first and continue on from there until all of the lakes are completed. Mr. Bartoletti stated that it would be interesting to hear Mr. Kurth's assessment of all of the CDD's lakes to better answer resident's questions. Mrs. Adams would invite Mr. Kurth to a future meeting. In response to a question regarding the Lighthouse Bay issue, Mr. Adams stated that Lighthouse Bay would be addressed once Management received recovery funds, which has yet to occur. In response to a question regarding Hardscape repairs, Mr. Adams stated that it was included in the budget under "Pressure washing and painting."

EIGHTH ORDER OF BUSINESS

**Consideration of Resolutions Adopting
the Fiscal Year 2018/2019 Joint Meeting
Schedule**

A. Resolution 2018-06, *Brooks of Bonita Springs Community Development District*

Mr. Adams presented Resolution 2018-06.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Douglas, with all in favor, Resolution 2018-06, Adopting the Fiscal Year 2018/2019 Joint Meeting Schedule, was adopted.

B. Resolution 2018-06, *Brooks of Bonita Springs II Community Development District*

Mr. Adams presented Resolution 2018-06.

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Davidson, with all in favor, with all in favor, Resolution 2018-06, Adopting the Fiscal Year 2018/2019 Joint Meeting Schedule, was adopted.

NINTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2018**

Mr. Adams presented the Unaudited Financial as of June 30, 2018. Mr. Davidson questioned the \$25,000 allotted for "Capital outlay – lighting", on Page 3. Mr. Adams stated

\$50,000 was expended, which leaves a budget of \$25,000, as of June 30. The financials were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

A. April 25, 2018 Joint Regular Meeting Minutes

Mr. Adams presented the April 25, 2018 Joint Regular Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

Lines 283 and 289: Change "Mr. Bartoletti" to "Mr. Merritt"

Lines 294, 297 and 452: Change "Mr. Joe Archazki" to "Mr. Bartoletti"

Line 331: Change "Collier County" to "Lee County"

Line 344: Change "Mr. Meeker" to "Mr. Merritt"

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Douglas, with all in favor, the April 25, 2018 Joint Regular Meeting Minutes, as amended, were approved.

On MOTION for Brooks of Bonita Springs II by Mr. Davidson and seconded by Mr. Bartoletti, with all in favor, the April 25, 2018 Joint Regular Meeting Minutes, as amended, were approved.

B. June 6, 2018 Joint Meeting

Mr. Adams presented the June 6, 2018 Joint Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

Line 118: Change "A Board Member" to "Mr. Bartoletti"

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Douglas with all in favor, the June 6, 2018, 2018 Joint Meeting Minutes, as amended, were approved.

On MOTION for Brooks of Bonita Springs II by Mr. Davidson and seconded by Mr. Pierce, with all in favor, the June 6, 2018, Joint Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Dan Cox, Esquire*

Mr. Cox stated that, with regard to the Lighthouse Bay issue, he has not had any substantive discussions with their attorney or any feedback on anything that he presented to them and did not have an update at this time.

i. Update: Three Oaks Parkway and Coconut Road Community Lands Transfer to CDDs

With regard to the deeds for the Coconut and Three Oaks right-of-way (ROW), Mr. Cox has received deeds from Shadow Wood Community Association, Copper Leaf, Commons Club and Cypress Hammock and probably Spring Run, as he was assured that it was forwarded a few weeks ago and could still be on his desk. The four deeds that are pending are from the Lighthouse Bay Associations, namely, Ginger Point, Shadow Wood Country Club and Morningside Association. Mr. Cox would follow up with Lighthouse Bay.

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

There being no report, the next item followed.

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

Mr. Adams reported that numerous governmental entities in Florida were served with complaints from an individual who claimed that, as a visually-impaired individual, she was unable to access and utilize the information from their legally-required websites. Although the Brooks were not sued, five of Management's clients were served. The issue involves how documents are saved on the websites. They must be saved in a certain PDF-A format to be converted from text to audio via a software program.

i. Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

To address the issue, Management has engaged a firm to evaluate all CDD websites, provide a proposal to perform annual audits on the websites and issue a certificate of compliance to the Americans with Disabilities Act (ADA). Management has prepared a checklist and is working with another firm to identify the documents that are legally required to be on the CDDs' websites and the length of time that they are required to be posted, and trained clerical Staff to convert all legally required documents to the PDF-A format to be ADA-compliant. If the CDDs

wish to have certain non legally required documents on the respective websites, the Boards must decide which documents will remain and Management will provide cost estimates from an outside source, to convert the documents; the cost would be very high. There will be continued discussion on this item at the next meeting. A Board Member asked what would happen if the Boards chose to do nothing. Mr. Adams stated the CDDs will run the risk of being served with a complaint and the insurance carrier will not defend the Districts. Discussion ensued regarding the CDD's website, the complainant, motion to dismiss filings, executive sessions and GIS.

ii. NEXT MEETING DATE: August 22, 2018 at 1:00 P.M.

The next meeting will be held on August 22, 2018 at 1:00 p.m., at this location.

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

i. Landscape *Maintenance Activities*

ii. Lake *Maintenance Activities*

Mrs. Adams presented the Field Operations Status Report dated July 25, 2018. She stated that the County finally approved the Traffic Signal Mast Arms and the project is scheduled to commence on August 6. In response to a question, Mrs. Adams stated that the project will take 12 to 14 weeks to complete and includes sandblasting, painting and coating. The contractor provides a 1-year warranty on the paint and there is a five-year warranty from the manufacturer.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

There being no Supervisor' Requests, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Public Comments (*non-agenda items, only; four (4)-minute time limit*)

There being no public comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 3:33 p.m.

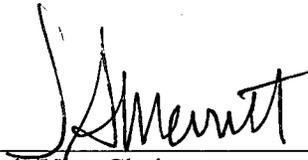
[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

**BROOKS OF BONITA SPRINGS &
BROOKS OF BONITA SPRINGS II CDDS**

July 25, 2018

FOR BROOKS OF BONITA SPRINGS:


Secretary/Assistant Secretary


Chair/Vice Chair

FOR BROOKS OF BONITA SPRINGS II:


Secretary/Assistant Secretary


Chair/Vice Chair