

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

The Boards of Supervisors of the Brooks of Bonita Springs & Brooks of Bonita Springs II Community Development Districts held a Joint Regular Meeting on July 24, 2019 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 (via telephone)	Vice Chair
Sandra Varnum	Assistant Secretary
Phil Douglas	Assistant Secretary

Present for Brooks II CDD were:

Joseph Bartoletti	Chair
James Strecansky	Vice Chair
Ray Pierce	Assistant Secretary
Jack Meeker	Assistant Secretary
Ken D. Gould (via telephone)	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams (via telephone)	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Dan H. Cox	District Counsel
Brent Burford	District Engineer
Joseph Archazki	The Commons Club
Chris Perkins (via telephone)	Irrigation Design Group
Mark Grimes	GulfScapes Representative
Blake Grimes	GulfScapes Representative
Chuck Tenley	GulfScapes Representative

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:00 p.m. For Brooks of Bonita Springs, Supervisors Merritt, Varnum and Douglas were present, in person. Supervisor Ward was attending via telephone. Supervisor Crawford was not present. For Brooks of Bonita Springs II, Supervisors Bartoletti, Strecansky, Pierce and Meeker were present, in person. Supervisor Gould was attending via telephone.

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

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

SECOND ORDER OF BUSINESS Public Comments (*agenda items only*)

There being no public comments, the next item followed.

JOINT BOARD BUSINESS ITEMS

THIRD ORDER OF BUSINESS

Discussion: IDG Irrigation Activation During the Day on Three Oaks, south of Copperleaf, toward Coconut Road

This item was presented following the Ninth Order of Business.

FOURTH ORDER OF BUSINESS

Discussion/Review: IDG Review of Water USAGE YTD vs RCS Spreadsheet

- **Analysis of Areas of Overage**

This item was presented following the Ninth Order of Business.

FIFTH ORDER OF BUSINESS

**Presentation: Water Consumption Report
[Chris Perkins, IDG]**

This item was presented following the Ninth Order of Business.

SIXTH ORDER OF BUSINESS

**Discussion/Review: Commons Club
Revenue vs. Expenses and Allocation of
Expenses**

Mr. Adams stated, for Fiscal Year 2018, Management budgeted a contribution or allocation percentage from The Commons Club for a little over \$158,000 and the actual that was recently remitted to them was \$167,000. The difference was attributable to hurricane-related expenses, which increased that budget. The only adjustment to the Fiscal Year 2020 budget, specific to The Commons Club allocation, was an increase from \$158,000 to \$163,000. Mr. Ward asked if The Commons Club would share in some of the Federal Emergency Management Agency (FEMA) reimbursement. Mr. Adams replied that they would not because the expenses related to FEMA recovery that The Commons Club participated in were not related to the Category A Vegetation Cleanup.

SEVENTH ORDER OF BUSINESS

**Update: Hurricane Irma Recovery – FEMA
Reimbursement**

Mr. Adams stated that two of the disbursement requests were obligated, funded and a third was pending. Mr. Grady McClure, of FEMA, advised Mr. Adams that he inquired to the joint office in Orlando as to why the Districts' large project has not moved in several months. As soon as feedback is received, Mr. Adams would apprise the Board. Discussion ensued regarding FEMA cost-sharing disbursements to Management's other CDDs and the budget.

EIGHTH ORDER OF BUSINESS

**Discussion/Review: Flood Water
Management for Lakes and Flow Ways and
Transmission of Related Correspondence
to Owners**

Mr. Bartoletti stated he wanted to make sure Board Members were aware of how water flows in and out to the lakes, the roadways etc., in order to explain the potential for flooding to property owners going forward. Mr. Adams stated, in the wake of Hurricane Irma and the 100-year storm event, Lee County and the Southwest Florida Water Management District (SWFWMD) published educational pamphlets that reflect how the bigger watershed drains through major arterials, how localized drainage systems operate and what the expectations should be regarding future storm events, in terms of flood locations. Mr. Bartoletti asked if, once excess water reaches a certain height, it flows out of the creek between Spring Run and San Carlos Park. Mr. Adams stated Spring Run does not have a connection to the south; it flows north, underneath Coconut Road, and most of that water goes out the south structure to the west. Mr. Merritt asked Mr. Adams what he knows about the Village's planning or actions regarding increasing the flow way into Halfway Creek and the County for Bonita Springs. Mr. Adams stated that there is a concentrated effort by the Village to clean, dredge and widen the Estero River because it is a natural flow way that has not been maintained over the years by Lee County and the Village, when they took over. The focus is on getting the Estero River flow capacity back to where it needs to be; in Estero and in Bonita Springs, there is a heavy reliance on natural waterways for the flow, unlike Cape Coral, which is a series of manmade canals for their drainage system. Discussion ensued regarding the Estero and Imperial Rivers, Bonita Beach Road, alleviating flooding in Bonita Springs, storm events, Hurricane Irma, constructing storage ponds, beaver dams, sheetflow areas, etc. Per Mr. Merritt's request, Mr. Adams would invite Mr. David Willows, from the Village of Estero, to the October meeting to discuss the Village's water management plans. In response to Mr. Bartoletti's question regarding the current water levels, Mr. Adams stated, as of yesterday, the water level was at 13.6' and the floodgates can be opened when it reaches 14.1'.

NINTH ORDER OF BUSINESS

**Continued Discussion/Review of Fiscal
Year 2020 Proposed Budget**

Mr. Adams reviewed the revised proposed Fiscal Year 2020 budget. In the Revenue section, the budgeted allocation from The Commons Club was adjusted up to \$163,795. This

reduced the excess deficiency of revenues over expenditures to (\$26,130), which is the use of Fund Balance to keep the assessment levels the same, year over year. In response to Mr. Merritt's question, Mr. Adams stated the fund balance would be decreased by \$26,130. Mr. Ward asked if there could be an increase in assessments by \$20 per unit to start rebuilding the reserve account. Mr. Adams stated he did not feel that the timing was right for an assessment increase but it might be in a few years; the goal was to eliminate the use of fund balance, in the amount of \$26,000, and try to add an additional amount to it. Discussion ensued regarding the lake bank erosion repairs, repurposing funds for other projects, landscaping, and lake bank erosion repair programs in other nearby communities. Mr. Bartoletti requested that official action be taken against the Town Center. Mr. Cox stated that he would send a demand for payment letter with a copy of the agreement. The following correction would be made on to the Fiscal Year 2020 proposed budget:

Page 6, "Contract Services": Delete "and irrigation management."

- **Discussion: IDG Irrigation Activation During the Day on Three Oaks, south of Copperleaf, toward Coconut Road**

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

Mr. Bartoletti stated that he observed water running twice in the past month outside in Copper Leaf, reported it to field operations and asked if it was due to a stuck valve. Mr. Blake Grimes, of GulfScapes, stated the irrigation was checked both times and he believed it was due to a battery-operated valve; he would check the valve boxes to determine the cause. Mr. Merritt commended GulfScapes representatives for all of their hard work, as there is much less water in the streets compared to before.

- **Discussion/Review: IDG Review of Water USAGE YTD vs RCS Spreadsheet**

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

Regarding the spreadsheets, Mr. Bartoletti stated the charts are off by one month on all the reported data, which meant that, even more water was being used than was reported. Mrs. Adams stated that the spreadsheet would be adjusted and presented at the next meeting. Mr. Bartoletti stated the entire purpose was to try to have a conversation with IDG and ask why certain areas are running 25% over the prior year and determine if the problem could be

resolved. Mr. Perkins stated that there were a few reasons why there was an increase, including the District's engagement of a more competent landscaper that conducts daily or monthly wet checks, as needed, and because this rainy season was drier and required more irrigation than the previous year. Discussion ensued regarding excess water usage, BrightView's errors, 2019 rainfall amounts versus 2018, flow meters and plant replacement. Mr. Merritt asked for the rationale to continue IDG's services. Mr. Perkins stated that IDG's goal was to try to save the CDDs as much money in water as possible and the water conservation improvement was more visible in 2018, as opposed to 2019, because of the weather. Flow meters were recommended in the event a main line breaks in the middle of the night, so the meters would catch it and shut the system down to prevent excess water loss. Mr. Merritt expressed his opinion that there were more positive results from GulfScapes' performance than with IDG's. Mr. Bartoletti expressed disappointment in Mr. Perkins' report and stated he would like a flow meter proposal and analysis of what the return would be, prior to making a decision. Mr. Ward stated that there was a need for an executive summary of the District's irrigation systems.

TENTH ORDER OF BUSINESS

Consideration of Resolutions Designating Dates, Times and Locations for Joint Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2019/2020 and Providing for an Effective Date

Mr. Adams stated that a location for the July and August 2020 meetings must be determined.

- A. Resolution 2019-05, Brooks of Bonita Springs Community Development District
- B. Resolution 2019-06, Brooks of Bonita Springs II Community Development District

On MOTION for Brooks of Bonita Springs by Ms. Varnum and seconded by Mr. Merritt, with all in favor, Resolution 2019-05, Designating Dates, Times and Locations for Joint Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2019/2020, with a location for the July and August 2020 meetings to be determined, and Providing for an Effective Date, was adopted.

On MOTION for Brooks of Bonita Springs II by Mr. Meeker and seconded by Mr. Pierce, with all in favor, Resolution 2019-06, Designating Dates, Times and Locations for Joint Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2019/2020, with a location for the July and August 2020 meetings to be determined, and Providing for an Effective Date, was adopted.

▪ **Presentation: Water Consumption Report [Chris Perkins, IDG]**

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

Mr. Adams stated that flow meters are nice to have but their return on investment will generally be very seldom, as they cost \$70,000 to \$80,000, which is one year's worth of the irrigation water budget; funds would be better used to gain additional efficiencies. Mr. Merritt proposed inviting a GulfScapes representative to every meeting. Mr. Bartoletti hoped that IDG would forward a copy of the report to GulfScapes, in advance of the August meeting. Discussion ensued regarding water consumption charts and rainfall percentages. Mr. Perkins would present an updated, revised report, at the next meeting, including a cover letter and details.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2019**

Mr. Bartoletti presented the Unaudited Financial Statements as of June 30, 2019.

Mr. Ward left the meeting.

Mr. and Mrs. Adams provided explanations for the following over budget line items, on

Page 3:

- "Maintenance supplies" at 613%: Related to the holiday lighting program.
- "Contract services" at 224%: Related to pressure cleaning, asphalt repairs and replacement of chain-link fence damaged by a fatal accident on Three Oaks.
- "Irrigation repairs" at 1,333%: Related to the IDG site inspections, surge protection installations and irrigation repairs.
- "Hardscape maintenance" at 356%: The items that were booked to "Hardscape maintenance" but should be under "Contract services" were identified and would be corrected.

The financials were accepted.

TWELFTH ORDER OF BUSINESS

Approval of June 26, 2019 Joint Regular Meeting Minutes

Mr. Bartoletti presented the June 26, 2019 Joint Regular Meeting Minutes.

On MOTION for Brooks of Bonita Springs by Mr. Douglas and seconded by Ms. Varnum, with all in favor, the June 26, 2019 Joint Regular Meeting Minutes, as presented, were approved.

On MOTION for Brooks of Bonita Springs II by Mr. Meeker and seconded by Mr. Pierce, with all in favor, the June 26, 2019 Joint Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Dan Cox, Esquire*

Mr. Cox stated that there was no response from BrightView.

Mr. Merritt asked if the CDDs were obligated to Mr. Wilson regarding the bald Cypress trees. Mr. Cox stated no correspondence was forwarded on the matter.

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

Mr. Burford reported that approval to remove bald Cypress trees would be granted in two weeks. As to whether the project was within budget, Mrs. Adams stated that SOLitude would remove the trees for under \$1,000 and eight coco plum shrubs would be installed. Discussion ensued regarding permitting, time frame, stump grinding and treatment.

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

- **NEXT MEETING DATE: August 28, 2019 at 1:00 P.M.**

The next meeting will be held on August 28, 2019 at 1:00 p.m.

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

i. Landscape Maintenance Activities

Mrs. Adams presented the July 24, 2019 Field Operations Status Report.

Mr. Bartoletti suggested that Management ask Mr. Joe Archazki to email the pickleball players alerting them of the pickleball court resurfacing.

ii. Lake Maintenance Activities

Mr. Olson reported the following:

- A lake maintenance review was conducted on July 9th; there were no significant issues. Minor issues, such as algae and torpedo grass, were reported to SOLitude and addressed.

Discussion ensued regarding the littorals, lake repairs in Shadow Wood, overflow parking area repairs and drainage repairs at the pickleball and basketball courts.

FOURTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Meeker expressed his concern that the bike lanes were too close to the curbs and suggested removing all landscaping between the curb and sidewalk. He felt that an emergency sign should be erected on the mast to alert motorists to turn right to access the Lee Memorial Hospital facility.

FIFTEENTH ORDER OF BUSINESS

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

There being no public comments, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION for Brooks of Bonita Springs by Mr. Douglas and seconded by Mr. Merritt, with all in favor, the meeting adjourned at 2:45 p.m.

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Strecansky, with all in favor, the meeting adjourned at 2:45 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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

July 24, 2019

FOR BROOKS OF BONITA SPRINGS:


Secretary/Assistant Secretary


Chair/Vice Chair

FOR BROOKS OF BONITA SPRINGS II:


Secretary/Assistant Secretary


Chair/Vice Chair