

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

September 28, 2022

BOARD OF SUPERVISORS

**JOINT SPECIAL MEETING
AGENDA**

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

**AGENDA
LETTER**

Brooks of Bonita Springs & Brooks of Bonita Springs II Community Development Districts

OFFICE OF THE DISTRICT MANAGER

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

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

September 21, 2022

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Boards of Supervisors

Brooks of Bonita Springs & Brooks of Bonita Springs II Community Development Districts

Dear Board Members:

The Boards of Supervisors of the Brooks of Bonita Springs & Brooks of Bonita Springs II Community Development Districts will hold a Joint Special Meeting on September 28, 2022 at 1:00 p.m. at The Commons Club at The Brooks Enrichment Center, 9930 Coconut Road, Bonita Springs, Florida 34135. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments (*agenda items only*)

JOINT BUSINESS ITEMS

3. Update: Delinquent Payments for Coconut Point Mall
4. Update: Negotiations with The Commons Club Regarding Potential Purchase of Coconut Property
5. Discussion: Revised Pickleball Court Layout
6. Discussion/Consideration: Johnson Engineering, Inc. Fee Modification
 - A. Rate Schedule - *Brooks of Bonita Springs Community Development District*
 - B. Rate Schedule - *Brooks of Bonita Springs II Community Development District*
7. Supervisors' Requests
8. Public Comments (*non-agenda items only; four (4)-minute time limit*)
9. NEXT MEETING DATE: October 26, 2022 at 1:00 PM

○ QUORUM CHECK – BROOKS OF BONITA SPRINGS

William Stoehr	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
James Merritt	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Sandra Varnum	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Rollin Crawford	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Bill Docherty, Jr.	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

○ QUORUM CHECK – BROOKS OF BONITA SPRINGS II

	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Ken D. Gould	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Thomas Bertucci	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Joseph Bartoletti	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

10. Adjournment: *Brooks of Bonita Springs Community Development District*

BROOKS OF BONITA SPRINGS II ITEMS

11. Discussion/Resume Review of Qualified Elector Candidates to Fill Vacancy in Seat 1
(Term Expires November 2024)

- A. Joseph C. Alfenito
- B. Lynn V. Bunting
- C. Christopher E. Glynn
- D. Kim Huttenlocher
- E. David Woessner

12. Administration of Oath of Office to Newly Appointed Supervisor *(the following to be provided in a separate package)*

- A. Guide to Sunshine Amendment and Code of Ethics for Public 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
- 13. Consideration of Resolution 2022-07, Designating Certain Officers of the District, and Providing for an Effective Date
 - 14. Acceptance of Resignation of Thomas Brown, Seat 3 (*Term Expires November 2022*)
 - 15. Adjournment: *Brooks of Bonita Springs II Community Development District*

Should you have any questions, please contact me directly at 239-464-7114.

Sincerely,

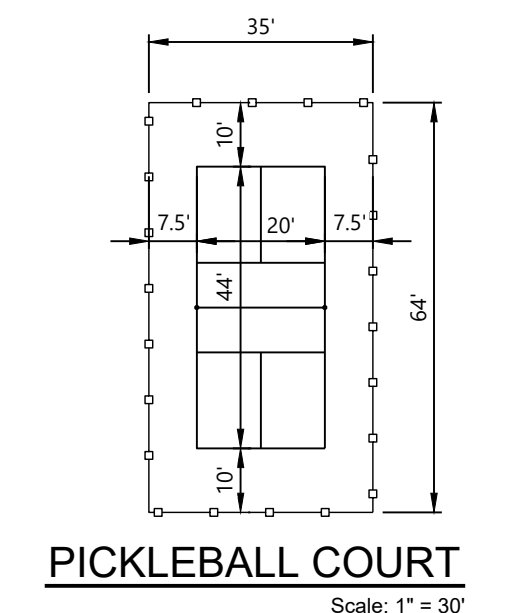
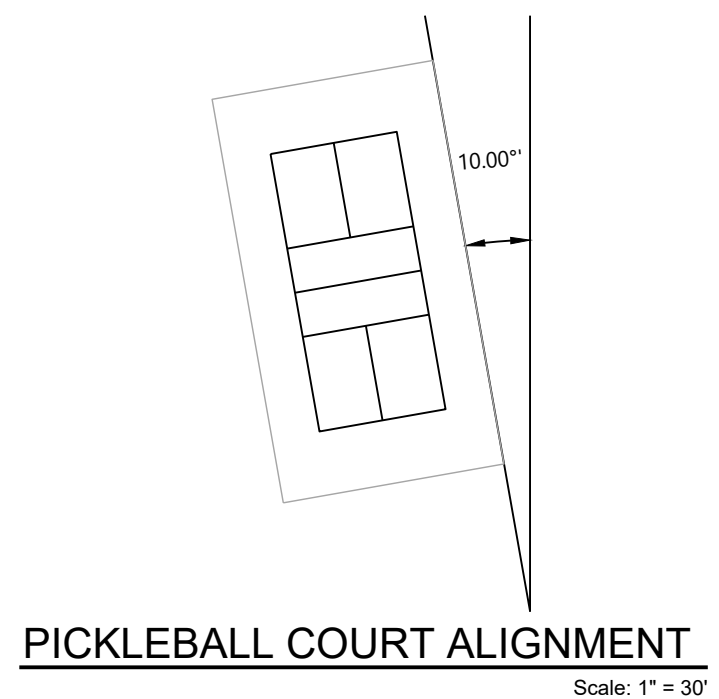
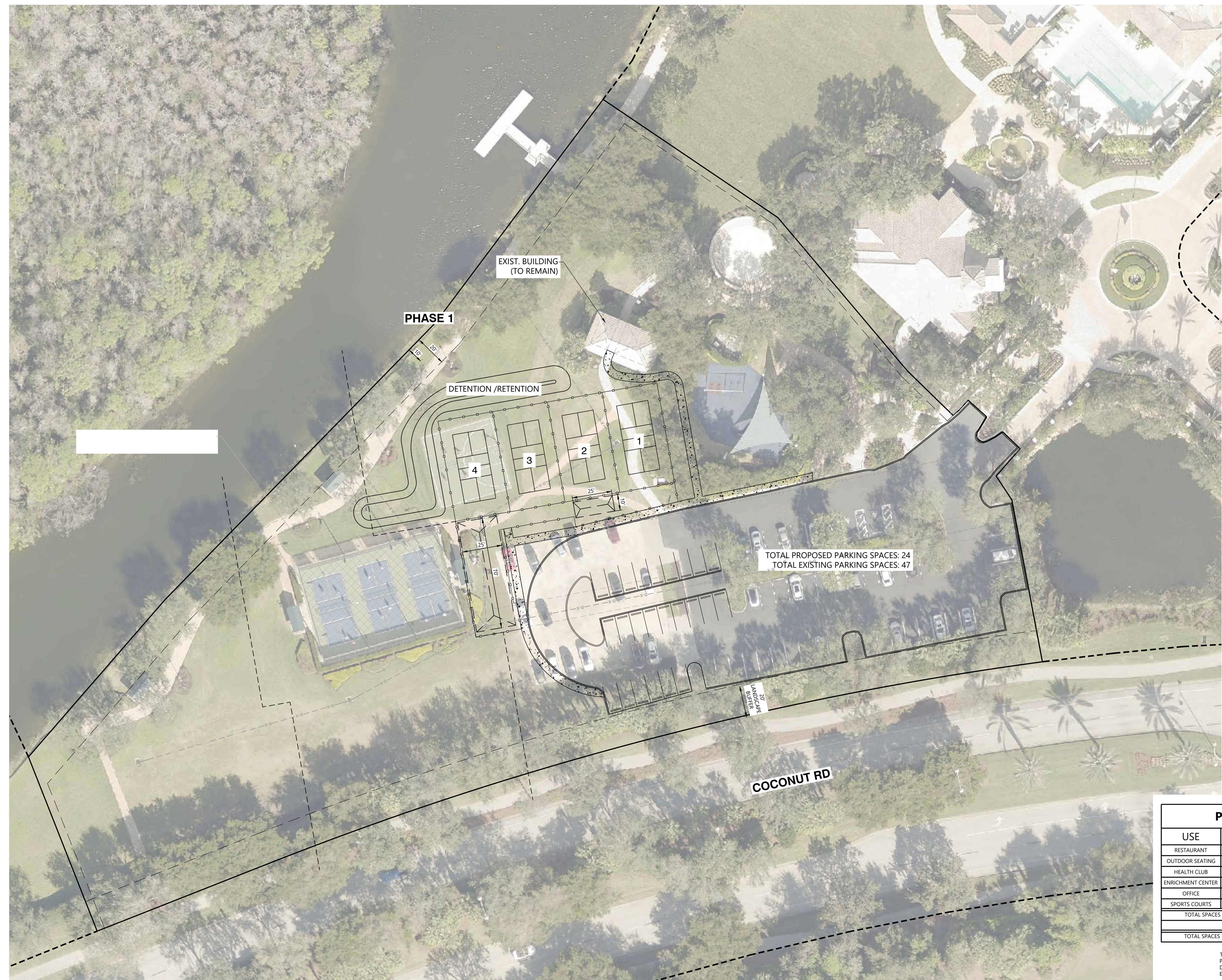


Chesley E. Adams, Jr.
District Manager

<p><u>FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE</u> CALL IN NUMBER: 1-888-354-0094 PARTICIPANT PASSCODE: 709 724 7992</p>

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

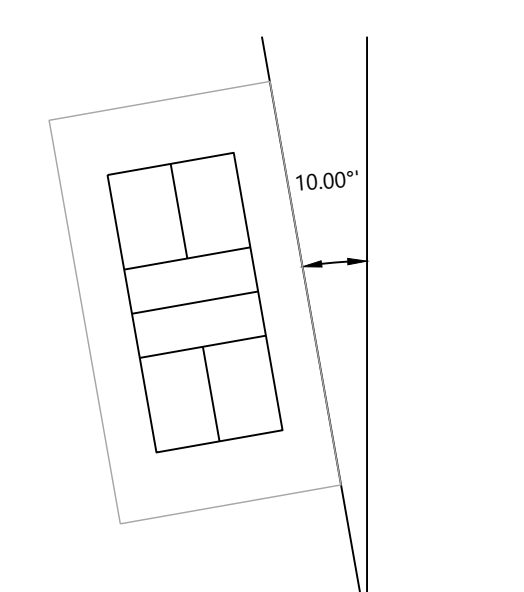
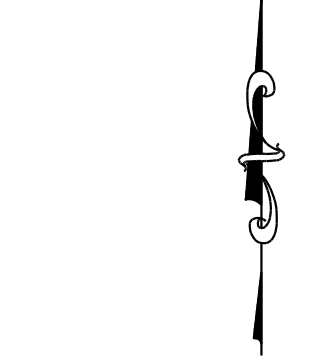
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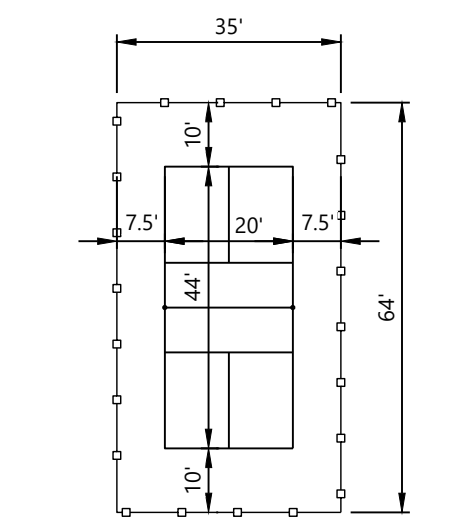
PARKING CALCULATIONS			
USE	INTENSITY	RATIO	REQUIRED
RESTAURANT	10,494 SF	12.5 / 1,000 SF	132
OUTDOOR SEATING	1,687 SF	12.5 / 1,000 SF	22
HEALTH CLUB	16,648 SF	5 / 1,000 SF	83
ENRICHMENT CENTER	4,863 SF	3.5 / 1,000 SF	17
OFFICE	40,000 SF	1 / 350 SF	115
SPORTS COURTS	16	3 / COURT	48
TOTAL SPACES REQUIRED: (INCLUDES 8 HANDICAP AND 19 BICYCLE)			417
LOADING SPACE			N/A
TOTAL SPACES PROVIDED: (INCLUDES 8 HANDICAP AND 19 BICYCLE)			417

THIS SITE PLAN IS CONCEPTUAL IN NATURE AND INTENDED FOR PLANNING PURPOSES ONLY. THE OVERALL CONFIGURATION, DENSITY AND OR INTENSITY DEPICTED MAY CHANGE SIGNIFICANTLY BASED UPON SURVEY, ENGINEERING, ENVIRONMENTAL, AND/OR REGULATORY REQUIREMENTS.

 6610 Willow Park Drive, Suite 200 / Naples, Florida 34109 (239) 597-0575 - FAX: (239) 597-0576 www.consult-rwa.com Florida Certificates of Authorization EB 7663 / LB6952		
THE COMMONS CLUB AT THE BROOKS PICKLEBALL FACILITY		CLIENT:
CONCEPT SITE PLAN #5 - PHASE 1		PROJECT:
DATE: SEPT. 2022 SEC: 10 TWP: 47 REE: 25		TITLE:
PROJECT NO.: 220002.01.00		DESIGNED: RWA DRAWN: KSS
SHEET NUMBER: 1 OF 3		# REVISION DATE



PICKLEBALL COURT ALIGNMENT
Scale: 1" = 30'



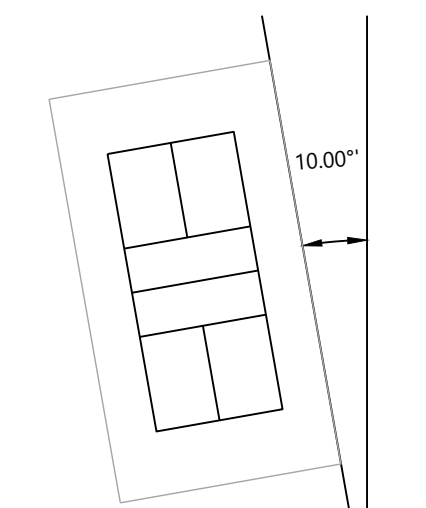
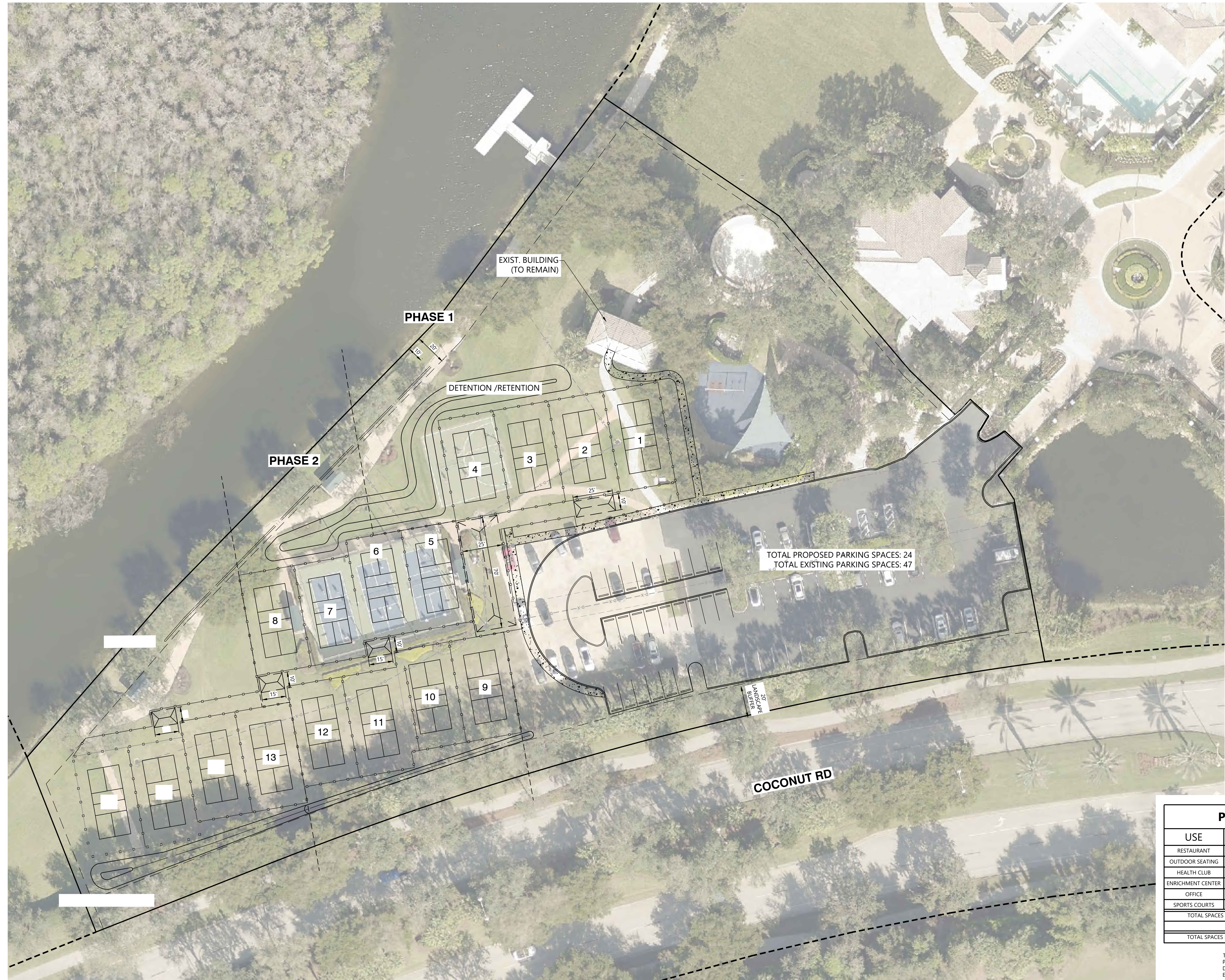
PICKLEBALL COURT
Scale: 1" = 30'

TOTAL PROPOSED PARKING SPACES: 24
TOTAL EXISTING PARKING SPACES: 47

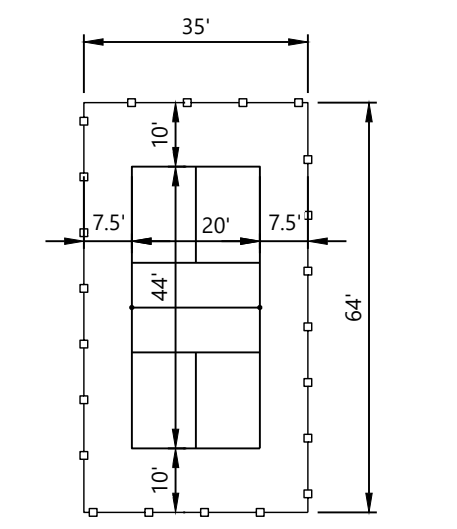
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CLIENT: THE COMMONS CLUB AT THE BROOKS PROJECT: PICKLEBALL FACILITY TITLE: CONCEPT SITE PLAN #5 - PHASE 2	DATE: SEPT. 2022 SEC: 10 TWP: 47 REG: 25 PROJECT NO: 220002.01.00 SHEET NUMBER: 2 OF 3	DESIGNED: RWA DRAWN: KSS
# REVISION # DATE		# REVISION # DATE



PICKLEBALL COURT ALIGNMENT
Scale: 1" = 30'



PICKLEBALL COURT
Scale: 1" = 30'

PARKING CALCULATIONS

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#	REVISION	DATE

RWA ENGINEERING
 6610 Willow Park Drive, Suite 200 / Naples, Florida 34109
 (239) 597-0575 · FAX: (239) 597-0576
 www.consult-rwa.com
 Florida Certificates of Authorization EB 7663 / LB6952

THE COMMONS CLUB AT THE BROOKS
 PICKLEBALL FACILITY
 CONCEPT SITE PLAN #5 - PHASE 3

CLIENT:	PROJECT:	TITLE:
DATE: SEPT. 2022	DESIGNED: RWA	
SEC: 10	TWP: 47	REG: 25
DRAWN: KSS		
PROJECT NO.: 220002.01.00		
SHEET NUMBER: 3 OF 3		

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

6A



September 2, 2022

Mr. Chuck Adams, District Manager
The Brooks of Bonita Springs CDD
c/o Wrathell, Hunt & Associates
9220 Bonita Beach Road, Suite 214
Bonita Springs, Florida 34135

Delivered via adamsc@whhassociates.com

Re: Johnson Engineering, Inc. - New Rate Schedule

Dear Mr. Adams and Board of Supervisors:

Like many firms, we try to absorb increased expenses on a yearly basis but rising labor, health care, home and fuel costs have exceeded everyone's expectations, especially here in Southwest Florida. Revising our rates has also become necessary for us to retain and attract employees with the level of professional expertise that you have come to expect from us.

Attached is our new rate schedule that went into effect on August 9, 2022. Our master contract allows us to take a fee modification before the Board once a year. We believe our new rates continue to remain competitive with that of other top-tier consulting firms. We would appreciate it if this could be addressed at the next Board Meeting in September for an October 1, 2022, start date. You may want to attach these new rates to your Professional Services Agreement with us for future reference.

After 75 years, our firm's focus remains the same and that is your satisfaction. Your project is important to us and if there is anything we can do better to help you, please let us know.

Very truly yours,

JOHNSON ENGINEERING, INC.

Andrew D Tilton Digitally signed by Andrew D Tilton
Date: 2022.09.02 16:50:29 -04'00'

Andrew D. Tilton
For the Firm

Attachment
ADT/mfc
20023646-001



**PROFESSIONAL SERVICES
HOURLY RATE SCHEDULE**

August 9, 2022

Professional

9	\$300
8	\$245
7	\$225
6	\$200
5	\$175
4	\$160
3	\$150
2	\$125
1	\$115

Technician

6	\$165
5	\$140
4	\$120
3	\$100
2	\$80
1	\$70

Administrative

3	\$95
2	\$85
1	\$70

Field Crew

4-Person	\$245
3-Person	\$210
2-Person	\$165

Field Equipment

Field Equipment on Separate Schedule

Expert Witness \$400

**Reimbursable Expenses
and Sub-Consultants** Cost + 10%

**Construction Engineering and Inspection
(CEI Services)**

CEI Services Manager	\$185
CEI Senior Project Administrator	\$165
CEI Project Administrator	\$150
Contract Support Specialist	\$125
Senior Inspector	\$115
CEI Inspector III	\$105
CEI Inspector II	\$95
CEI Inspector I	\$85
Compliance Specialist	\$95
CEI Inspector's Aide	\$70

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

6B



September 2, 2022

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c/o Wrathell, Hunt & Associates
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Andrew D Tilton Digitally signed by Andrew D Tilton
Date: 2022.09.02 16:52:00 -04'00'

Andrew D. Tilton
For the Firm

Attachment
ADT/mfc
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**PROFESSIONAL SERVICES
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August 9, 2022**

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Field Equipment on Separate Schedule

Expert Witness \$400

**Reimbursable Expenses
and Sub-Consultants** Cost + 10%

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CEI Inspector III	\$105
CEI Inspector II	\$95
CEI Inspector I	\$85
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CEI Inspector's Aide	\$70

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

9

**BROOKS OF BONITA SPRINGS AND BROOKS OF BONITA SPRINGS II
COMMUNITY DEVELOPMENT DISTRICTS**

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 JOINT MEETING SCHEDULE

LOCATION

The Commons Club at The Brooks Enrichment Center, 9930 Coconut Road, Bonita Springs, Florida 34135

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 26, 2022	Regular Meeting	1:00 PM
January 25, 2023*	Regular Meeting	1:00 PM
March 22, 2023	Regular Meeting	1:00 PM
April 26, 2023	Regular Meeting	1:00 PM
July 26, 2023	Regular Meeting	1:00 PM
August 23, 2023	Public Hearing & Regular Meeting <i>adoption of Fiscal Year 2024 budget</i>	1:00 PM

**January 25, 2023 Meeting must end by 3PM*

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

11A

Dear Ms. Adams,

Please accept this letter and career summary for the Seat 1 Brooks of Bonita Springs II CDD Board vacancy. I am of legal age, registered voter of Lee County and full time resident of Shadow Wood/Woodsedge community.

As a Brooks resident I share a vested interest in our community development. Wherever I have resided I have felt a duty to serve the community in which I live and benefit from. For example, for five years I served as the Membership Director for the Glover Park Citizens Association while living in Washington, D.C.

My career in technology infrastructure affords a set of skills in change management protocols that could be of use to the development district. I have personally planned and implemented many technology infrastructure migrations on a building-wide, national and global scale. Also, as a full time Brooks resident active in walking the community paths and pickleball, I keep a mindful eye on the care and maintenance of the community facilities.

Professional Positions:

Director, Information Technology, AFL-CIO, Washington, DC 2008-2018(retired)
Director, Information Technology, Hisiaka Public Relations, Washington, DC 2006-2008
Director, Infrastructure Integration/Network Engineer, Cyberstar/Loral Space Systems 2000-2006
Manager, Multimedia Systems & Telecommunications, WRC-TV (NBC-TV), Washington, DC 1990-2000
Program Director, KYUU-FM (NBC Radio), San Francisco, 1984-1990
Operations Director, WKYS-FM (NBC Radio), Washington, DC 1980-1984

Volunteer Positions

Director of Membership/Database Administrator for Glover Park Citizens Association, Washington, DC 2004-2010
Volunteer Graphic Designer/Desktop Publisher for the Juvenile Diabetes, Research Foundation (JDRF) and Leukemia Society, Washington, DC. (website, Mailing Lists, invitations, program books, etc) 1995-2008

Education:

The American University, M.S. Information Systems 1992-1994
New York University, B.S. Business Administration, 1974-1978

Thank you for you time and consideration.

Sincerely,

Joseph C. Alfenito
22251 Wood Run Court
Shadow Wood/Woodsedge
Estero, FL 34135
(202) 256-7585

Joseph C. Alfenito

22251 Wood Run Court 🏠 Estero, Florida 📧 joe.alfenito@gmail.com 📞 202-256-7585

IT generalist with strong technical, management; experienced leading IT project teams, managing technology implementations, and IT budgets at each layer of the OSI model, from cabling and networking to application creation, support, content development, training, and business process integration.

SUMMARY OF QUALIFICATIONS

- IT Manager, 500-user enterprise node.
- Systems engineering, product development, integration, configuration, and training
- Website creation and content management (connectivity and content): NBC4.com, MSNBC.com/wrc (DC), WxNet4.com
- IP Network Engineer: design, implementation, and support: Cisco, ATM, DVB, Frame Relay
- Designed and managed \$4 Million dollar architecture upgrade including:
 - IEEE cable plant upgrade (Twinax/Coax-UTP)
 - Protocol migration SNA, IPX to IP - Token Ring to Ethernet
 - Desktop upgrade VT-100 to Macintosh to MS-Windows/MS-Exchange design, configuration and training
- Business process integration and training
- Crafted, reviewed, recommended, and managed \$2 million 1200 port PBX upgrade.

Technical Skills

Accreditations

- Cisco: Building Scalable Cisco Internetworks
- IDirect Advanced Systems Configuration
- EMS Advanced Systems Configuration
- MCSE Windows NT 4.0 Course Suite
- Novell 3.x Server & Administration
- IBM AS/400 Administration
- AT&T Dimension 2000 Administration
- Honor Society of Computing Sciences
- Elfun Society, General Electric

Platforms and Tools

- **Operating Systems:** Cisco IOS, MS-Windows NT/Active Directory, Linux, Unix, Solaris, IBM OS/400, Apple WinNT/2000/Server 2003/XP, IIS, Proxy Server, WINS, DHCP, Exchange, MS-SMS, GSuite (Google), Oracle, VMWare
- **Hardware:** Cisco, Lucent, Mentat, IP Protocol Analyzers, iDirect, EMS/DVB-RCS, IP Encapsulators Skystream/Norsat, NAGRA, IBM-AS/400, SGI, 56-k, ISDN, T1, OC3, OC12, Network Appliance SAN/NAS RAID.

- **Software:** Visio, Project, MS-Office, SSL/SSH, HP-Openview, CLI.
 - **Languages:** Perl, SQL, dBase/FoxBASE, Clipper, Oracle
 - **Networks:** Cisco, Lucent, MS-Windows, Novell, Apple, Google G-Suite
-

Professional Experience

Director, Information Technology, American Federation of Labor - Congress of Industrial Organizations (AFL-CIO), January 2008 - September 2018 (retired)

- Directed Voice, Video, & Data Systems for a 500 user organization directing an 18-member staff operating building-wide, domestic and international voice & data systems. Developed and implemented many systems migrations including operating, platform and cloud based migrations utilizing ISO change management protocols.

Computing Solutions - IT Consultancy October 2006 – January 2008

- Provide a variety of IT support for small to medium sizes businesses in public relations, lobbying and publishing industries. Accomplishments include: Designed and managed economical migration from hub cascade to Fast/Gig Ethernet switched network with GigE/Network Attached Storage (NAS), eliminating licensing costs, quadruple capacity and performance; configure network security and monitoring and implemented disaster-recovery/business continuity procedure(s). Complete project was achieved for less than half a server budget.
- Designed and implemented/negotiated practical business solutions for example PR email blast, large file exchange overcoming external email restricted systems by working with ISP's to incorporate FTP (RFC 3659) protocol in existing hosting services.
- Implemented and configured Blackberry services and remote access.
- Business liaison with providers for greater economy and enhanced network reliability.

Loral/Skynet/Cyberstar, Rockville, Maryland May 2000 – October 2006

Skynet, a wholly owned subsidiary of Space Systems Loral (SSL) is a 200-employee with operating revenues \$150 million.; together with its hybrid VSAT/fiber global network infrastructure, Skynet provides broadcast and data network services, Internet access, IP, and systems integration.

Senior Network Engineer May 2004 – October 2006

- Built and managed global Cisco-Lucent IP-ATM networks and global backup/recovery/business continuity systems, processes, and procedures.
- Provided Tier 3 support for complex system engineering troubleshooting across multiple discrete complex data center systems and encapsulation protocols IP/ATM/DVB/SCPC and routing protocols (BGP, OSPF, RIP). Developed throughput analysis and testing procedures utilizing protocol analyzers and probes. Systems included load balancing, multiple VLANs, VPN, TCP acceleration, VoIP, Citrix and IPSEC.
- Designed data exchange scripts connecting business support processes (Oracle) and business operation (SQL) databases.

Manager, LAN Services & Streaming Media May 2000 – May 2004

- Developed LAN integration process and procedures for global IP Content Delivery Network (CDN), video and file delivery products. Developed process and procedures supporting SNMP monitoring, reduce terrestrial bandwidth and provide enhanced network reliability.
- Provided managerial direction and business process engineering for product integration with external customers, internal operations and business administration groups.
- Built and managed caching servers, Linux server, Windows server farms, Storage Area Networks (SAN-Net App), IIS/FTP/TFTP servers, caching servers (Inktomi/NetApp), worked on layer-7 switches (Nortel/Foundry), Windows Media Servers.
- Supervised two integration engineers, including establishing objectives, training, assigning tasks, monitoring and evaluating performance.

NBC – National Broadcasting Company, Washington, D.C. January 1980 – May 2000

Manager, Multimedia & Information Technology January 1995 – January 2000

- Responsible for managing and maintaining corporate IT policy of a heterogeneous LAN/WAN (with 500 user nodes across 3 area locations: Windows, Novell, Apple, AS/400); planned and managed \$2 million IT budget.
- Managed multiple infrastructure hardware/software migrations: twinax/vt-100/token ring/Novell to fast Ethernet IP/Windows NT/2003/Exchange. Managed Y2K systems compliance and upgrades.
- Supervised technical staff of seven employees responsible for enterprise desktop management; managed IT contractors and outsourced training and support for upgrade and migration projects.
- Directed, produced, and managed web content/technologies for NBC4.com, NBC's first web presence on the Internet; recruited/trained/managed four web producers; engineered automated broadcast-to-web and web-to-broadcast technologies (e.g., election results, weather closings, transcripts, graphics, and services); engineered near real-time information transfers for both media.

Manager, Communications & Systems January 1991 – January 1995

- Managed \$2 million analog to digital 1200-port PBX replacement project encompassing newsroom operations and administration. Drafted and reviewed RFP and participated in the selection process.

Additional EXPERIENCE

- Founder, Computing Solutions, Washington D.C., 1989-1991.
- Program Manager, KYUU-FM (NBC Owned & Operated), San Francisco, California, 1986-1989.
- Manager, Operations & Promotion, WKYS-FM (NBC O&O), Washington D.C., 1980-1986.

Education

M.S. - Information systems 1994 - The American University Washington, D.C.

B.S. - Business Management 1978 New York University New York, New York

Clubs, Community & Civic Organizations

Membership Director, Glover Park Citizens Association, Washington, DC 2004-2008

Cruise Leader, Monacacy Canoe Club, Washington, DC 1995-2005

Member, American Whitewater, 1992-2018

Member, U.S. Canoe & Kayak (USACK), 1992-2000

References

Jackie Blumental, Advisory Neighborhood Commissioner (ANC-3b), Washington, DC (202) 333-7448

Kurt Brungard, National Association of Building Trades Unions, Washington, DC (202) 756-4460

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

11B

From: Lynn Bunting <vlbunting@gmail.com>
Sent: Friday, September 9, 2022 11:51 AM
To: Cleo Adams <crismond@whhassociates.com>
Subject: Fwd: resume attached - application for CDD Board Vacancy

From: **Lynn Bunting** <vlbunting@gmail.com>, cell(239)404-3081

Subject: Application/Resume for CDD Board Vacancy

RESUME ATTACHED

Please accept this note and my resume as my application for the CDD board vacancy. As a full time resident of the Brooks for over 22 years, I care greatly about this community and am excited to have the opportunity to utilize my varied work and life experiences to help the Brooks community continue to grow efficiently and effectively.

My experience working with various stakeholders both internal and external to IBM taught me the importance of building a shared vision, communicating clearly and bringing enthusiasm and organization throughout the stages of a project/plan. I hope to carry over the same kind of problem solving that served me so well in the managerial sphere into being part of implementing practical solutions to the operation and maintenance of the community's facilities in the Brooks.

In my professional work, I possessed the interpersonal communication skills necessary to inspire trust and leadership qualities that earned respect from my colleagues and staff. And in my personal life, though I don't have previous experience working with a district, I am a lifelong learner, curious, adaptable and embrace challenges. My eagerness to research and learn about the ins-and-outs of stormwater management and infrastructure combined with my previous managerial experience would make me a valued member of the board.

Thank you for your consideration. I am thrilled at the prospect of putting my professional and life experiences to work as a member of the CDD Board of Supervisors.

Lynn V Bunting

Lynn V. Bunting

9510 Lakebend Preserve Court, Bonita Springs, FL
+1-239-405-3081, vlbunting@gmail.com

EXPERIENCE

IBM, Pittsburgh/Philadelphia, PA and Raleigh, NC

Account Administration/Manager, 1977-1998

- Held positions of increasing responsibility within the organization while managing larger teams across multiple offices. Ultimately managed an administrative team of ~75 employees.
- Demonstrated ability to communicate issues and problem solve effectively with customers, employees and internal teams.
- Prioritized and organized workloads to maximize efficiency and productivity.
- Thrived in a high pressure, goal oriented environment.
- Excelled at hiring and training the right people and building effective teams. Mentored first line administrative managers.
- Developed and maintained close relationships across varied teams and offices.
- Honed strong interpersonal skills when working with both internal personnel and external customers/partners.
- Roles held within the organizations: Regional Accounts Receivable Manager, Administration Operations Manager, Equal Employment Opportunity (EEO) Manager, Marketing Office Administration Manager, Remarketer Senior Manager, National Design and Equipment Manager for Order Entry, Senior Analyst.
- Leadership: Quality Control Liaison, ran logistics for annual Recognition Dinners
- Awards: IBM Branch Office of the Year award recipient several years in a row

SKILLS

Team building/mentoring	Computer proficient	Leadership experience
Conflict resolution	High attention to detail	Emotional intelligence
Strong analytical reasoning	Organizational management	Project management
Facilities management	Customer service & human resources	Time management

EDUCATION

Alderson Broaddus University, Philippi, WV

Elementary Education, Attended 1970-1971

AFFILIATIONS

- Supporter of Shadow Wood Charitable Foundation
- Member of the Safety & Access Committee for the Shadow Wood Community Association
- Neighborhood Representative for the Lake Forest Community
- Supporter of the Salvation Army
- Previous volunteer for Cafe of Life
- Previous United Way IBM Coordinator

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

11C

Greetings,

Attached below is a current resume for your review.

I would like to express interest in serving with the CDD.

The notice inviting candidates to indicate interest in the CDD asked several questions, in addition to providing a resume.

* Full time / Seasonal? - I reside in Florida seven months a year.

* Why am I interested? - Currently I serve as the Neighborhood Representative to the Shadow Wood Community Association, from the Woodsedge Neighborhood. I see such service as an opportunity to bring extensive business experience; active interest in a wide range of issues; and the ability to think/act in the interest of the individuals/homeowners thusly impacted.

* Prior experience with a District? - No CDD experience.

* How would you be helpful ie. storm water issues, infrastructure? - Infrastructure is an area of interest and experience. Previous experience with building manufacturing plants and office structures required understanding, of property use; load bearing issues; soil compression; proximity to other property/assets; structural steel and concrete applications; and interface with Local, County, State and Federal agencies.

Thank you for consideration.

Regards,
Chris Glynn
(309) 369-4525.

CHRISTOPHER E. GLYNN

(309) 369-4525 ceglynn63@gmail.com

Accomplished executive with more than 38 years of experience in factory operations, training; employee relations and labor relations. Successfully oversaw forty collective bargaining agreements, while maximizing foreign and domestic relationships. Progressively increasing responsibilities at global Fortune 50 organization, Caterpillar Inc., demonstrating versatility in leadership across multiple disciplines. Upon retiring from Caterpillar Inc., started strategic Human Resources consulting practice and accepted a gubernatorial appointment to the Illinois Labor Relations Board.

Board Member, Illinois Labor Relations Board

2018 - 2019

Appointed by Governor Bruce Rauner to state-wide panel, charged with regulating and adjudicating matters arising under the Illinois Public Labor Relations Act between labor organizations and units of government.

Principal, Christopher E. Glynn Consulting, LLC

2014 – 2018

Providing strategic consulting services to profit and not-for-profit organizations. Aligning organizational, cultural, employment and labor relations matters in support of short- and long-term organizational objectives.

- Addressed plenary session, Chicago Kent College of Law, public sector bargaining conference, December 2017

Managing Director, Caterpillar Worldwide Headquarters Study

2012-2013

Selected after successfully completing several substantial labor negotiations to perform a large-space study to identify a new world headquarters facility. Charged with evaluating how work will be performed, employee collaboration, structure sustainability, design, sequence of construction and local economic implications. The forward-looking proposed initiative involved 3,200 employees, more than two million square feet of constructed space with costs approaching one billion dollars. Unique executive skill set included: selection, direction and coordination among internal and external resources, clients, community groups, and elected officials.

Director, Corporate Human Relations

2009-2012

Extensive experience collaborating and maintaining relationships with multiple unions including United Auto Workers (UAW), International Association of Machinists (IAM) and others. Conducted or oversaw major agreements, while improving Caterpillar's attractiveness to employees and its market competitive position.

- Responsible for foreign and domestic labor relations and corporate human resources, government reporting, performance management and internal investigations. Other assignments included governmental affairs lobbying on such matters. Accomplishments included:
 - Overseeing a 25-member corporate team and 100+ business unit HR/LR professionals
 - Navigating and negotiating an at-valued \$4.8 billion contract, over a six-year period, the 2011 UAW labor agreement that involved more than 10,000 workers in seven Locals. Outcome resulted in improved cost structure, reduced pension liability and additional operational flexibility
 - Highlighted in a recently polished book regarding company history, accomplishments and critical decisions: The Caterpillar Way by Craig T. Bouchard and James V. Koch, NY: McGraw-Hill, c2013.

President of Caterpillar University and Director of Talent Development

2007-2009

Chief Learning Officer for Caterpillar's internal training capacity. Caterpillar University classes were developed for more than 110,000 employees in nearly every country. Training capacities included 6Sigma, Caterpillar Production System, and Leadership Development. Ensured diverse delivery methods, such as in-class, online, interactive and leaders-as-teachers.

- Oversaw an annual budget of more than \$60 million and a 120-person team
- Measurable outcomes of learning (similar to ROI) exceeded industry norms
- Published in Training/Development Magazine, Jan. 2008
- Responsible for Talent Acquisition and Succession Planning

Director of Engagement, Talent and Aviation

1999-2006

Established a direction-changing effort of positive management at nearly 55 non-represented domestic locations, following a protracted seven-year labor dispute, a collective agreement was completed in March 1998. Responsible for Labor Relations, interacting with UAW, IAM and other unions (each of which sought greater density stake within Caterpillar).

- Led the team that identified Employee Engagement as a top-tier measurement and developed the Employee Opinion Survey, which provided year-round feedback, early problem identification and improved identification with company objectives
- Became *Chief Spokesman* for U.S. collective bargaining, covering approximately 11,000 UAW-represented employees, 2,000 IAM-represented employees and a variety of other unions

Plant Manager

Remanufacturing Plant, located in Corinth, Mississippi, 2 facilities, 750 employees, \$325 million revenue 1995-1996

Held numerous positions of increasing responsibility within Human Resources:

- Human Resource Planning Manager, Gosselies, Belgium 1995-1996
- Labor Relations Research and Planning Manager, Corporate Labor Relations 1990-1995
- Labor Relations Manager, Employee Relations 1987-1989
- Arbitration Representative, Labor Relations 1985-1987
- Labor Relations Representative, Peoria Area Labor Relations 1984-1985
- Labor Relations Representative, Employee Relations 1981-1984

Held numerous other manufacturing supervisory positions

Education and Training

Duke University	Advanced Management Program	1991
Brookings-Inside Washington	Business/Public Policy	1991
Keller Graduate School of Management	M.B.A., Business Administration	1984
Lewis University	B.S., Business Administration	1975

Affiliations

Community Foundation of Central Illinois	Board Member/Past Chairman
HR Policy Association	Member
Tri-County Urban League (Peoria)	Board Member/Past Chairman
Center for Prevention of Abuse	Board Member/Past Chairman
Downtown Development Corp. of Peoria, IL	Board Member/Past Chairman
Midwest Food Bank	

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

11D

From: Kim Huttenlocher <kimhuttenlocher@gmail.com>

Sent: Monday, August 29, 2022 10:52 AM

To: Cleo Adams <crismond@whhassociates.com>

Subject: Board Vacancy

Hello,

I am interested in applying for the board vacancy. Here are my responses to the guidelines you put forth in your public notice on the vacancy:

- I am a seasonal resident of The Brooks. I live at 22964 Shady Knoll Drive in Shadow Wood. I am available via Zoom or other virtual platforms for meetings that occur during the summer months.
I would like to serve on the board because I am a firm believer in giving of my time to ensure that I help to make my community a great place to live. I feel it's important to work toward solutions rather than just talking about problems.
- I do not have any previous experience working for Community Development Districts, but I have a very long history of serving in leadership positions on various nonprofit boards. To list a few: Clarkston (MI) Community Historical Society (President, VP, Secretary), Clarkston (MI) Heritage Museum Committee (Secretary), St. Vincent de Paul-Detroit Foundation Board, Blessings in a Backpack (Waterford, MI) Steering Commission (founding member), Impact100 Metro Detroit (founding member, Secretary), Brooks Pickleball Club. There are more to list, but I will stop here for space.
- Though I don't have a background in infrastructure management, what I can offer to the board are excellent organizational skills and a great deal of experience with leading and participating in public meetings, following specific rules of order (Robert's Rules), and document management as it relates to public record. I also understand the importance of transparency when it comes to managing funds that belong to others. Whether these funds come from nonprofit donors or taxpayers, managing them to ensure that they are used for the greatest good is of paramount importance to me.

Thank you for your consideration.

Kim Huttenlocher
22964 Shady Knoll Drive
Bonita Springs, FL 34135
248-505-5485
kimhuttenlocher@gmail.com

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

1 1 E

From: david woessner <dwoessner2012@gmail.com>

Sent: Wednesday, September 7, 2022 12:15 AM

To: Cleo Adams <crismond@whhassociates.com>

Subject: CDD Board Vacancy

Good evening. I would like to volunteer to be a member of the Brooks OF Bonita Springs CCD-2 Board of Supervisors.

I have attached a brief description of my background and my reasons for wanting to serve on the Board. See attached.

I hope you will consider me.

Dave Woessner

DAVID WOESSNER

9172 WILLOW WALK

dwoessner2012@gmail.com

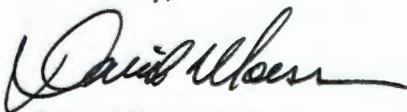
My name is David Woessner and I would like to submit my name to fill the vacancy on the Board of Supervisors of the CDD Board.

I have been a land developer for 30 years and have owned a civil engineering company for 15 years. I am experienced in storm water management design and have designed and built 1000-year storm frequency facilities in Maryland. During my career I have designed and built roads, storm drains, storm water management facilities, and water and sewer utilities in numerous communities. The most recent community I am developing is Dorsey's Ridge. You can visit my web site at dorseysridge.com.

I am a Florida resident, but my wife and I spend several months in Maryland every year to be close to family. I think my back ground will be useful when the board has to interface with engineers and surveyors. I have years of experience reviewing and negotiating engineering services contracts and land acquisition contracts. I do not have previous experience working with this District.

I hope you consider me.

Sincerely,

A handwritten signature in black ink that reads "David Woessner". The signature is written in a cursive style with a long, sweeping underline.

Dave Woessner

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COMMUNITY DEVELOPMENT DISTRICTS**

13

RESOLUTION 2022-07

A RESOLUTION OF THE BROOKS OF BONITA SPRINGS II COMMUNITY DEVELOPMENT DISTRICT, DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Brooks of Bonita Springs II Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in the Lee County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the below-recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BROOKS OF BONITA SPRINGS II COMMUNITY DEVELOPMENT DISTRICT:

1. The District officers are as follows:

_____ is appointed Chair

_____ is appointed Vice Chair

Chuck Adams is appointed Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

Craig Wrathell is appointed Assistant Secretary

2. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.
3. This Resolution shall become effective immediately upon its adoption.

Adopted this 28th day of September, 2022.

ATTEST:

**BROOKS OF BONITA SPRINGS II COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

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

14

NOTICE OF TENDER OF RESIGNATION


To: Board of Supervisors
Brooks of Bonita Springs II Community Development District
Attn: Chesley E. Adams, Jr., District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

From: THOMAS DAVID BROWN
Printed Name

Date: 7/27/22
Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Brooks of Bonita Spring II Improvement Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and personally presented at a duly noticed meeting of the Board of Supervisors, scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.


Signature