

**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, 2024 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:**

James Merritt	Chair
Sandra Varnum (via telephone)	Vice Chair
David Garner	Assistant Secretary
John (Rod) Woolsey	Assistant Secretary
Edward Franklin (via telephone)	Assistant Secretary

**Present for Brooks II CDD:**

Joseph Bartoletti	Chair
Ken D. Gould	Vice Chair
Thomas Bertucci	Assistant Secretary
Mary O'Connor (via telephone)	Assistant Secretary
Lynn Bunting	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Field Operations Manager
Leah Holmes (via telephone)	Johnson Engineering Inc. (JEI)
Tim Denison	Johnson Engineering, Inc. (JEI)
Mason Maher	SOLitude Lake Management (SOLitude)
Blake Grimes	GulfScapes Landscape Mgmt Services
Steve Bentley	Bentley Electric Co.
Meagan Magaldi	Coleman, Yovanovich & Koester, P.A.
Greg Urbancic (via telephone)	Coleman, Yovanovich & Koester, P.A.
Andy Nott	Superior Waterway Services, Inc.
George Bowling	Crosscreek Environmental
Ben Steets (via telephone)	Grau & Associates
David Dore-Smith	Copperleaf General Manager

**Residents present:**

Bill Moskal    Michael Hopper    Joe Shannon    Glen Leckie    Wayne Adaska

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:01 p.m. For Brooks of Bonita Springs, Supervisors Merritt, Garner and Woolsey were present. Supervisors Varnum and Franklin attended via telephone. For Brooks of Bonita Springs II, Supervisors Bartoletti, Gould, Bunting and Bertucci were present. Supervisor O'Connor attended via telephone.

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, authorizing Ms. Varnum's and Mr. Franklin'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. Bertucci, with all in favor, authorizing Ms. O'Connor's attendance and full participation, via telephone, due to exceptional circumstances, was approved.**

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda items only [3 minutes per person]**

Resident Bill Moskal expressed concern since the manual removal of the invasive materials in Lake 47 has worsen. A homeowner in the adjacent building is having an allergic reaction to the chemicals or the weeds and he is barely able to leave the house. Mr. Maher stated the technicians fell behind and are removing the vegetation today and tomorrow. Board Members questioned if the reason for this issue is because there are areas of the lake that are stagnant or if something else caused the never before seen issues. Mr. Maher stated that delay was due to water levels increasing quickly. He and Mrs. Adams reviewed the protocol to treat submerged invasive materials during the dry season. Mr. Merritt voiced his opinion that, regardless, with crews on site every week, falling behind is unacceptable. Mr. Bartoletti asked if the cause is circulation, as stagnant water makes it difficult to remove debris quickly. The technicians are expected to remove all the debris in the next couple of days; it is difficult to perform Sonar® treatments, which were done in the spring.

Resident Michael Hopper asked about the chemicals being used in the lakes and wondered if they caused his symptoms, which resulted in him going to the hospital yesterday.

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

**July 24, 2024**

Mr. Maher stated that he will provide the information and noted all the chemicals used are Environmental Protection Agency (EPA) approved.

Resident Joe Shannon discussed the condition of the geo-tubes on Lake 38 and asked when they will be split to finish the lake banks. He asked why lake bank restoration in Lake 39 has not commenced in over a year, when residents rushed to install drains before the project could start. Mr. Willis stated that, in 2023, he advised Naomi the on-site Property Manager and Mr. Shannon, via emails, that Lake 39 was not part of the lake bank restoration project. The contractor is finishing the last two geo-tubes at the two lakes in the project this and next week and, after, they will evaluate the geo-tubes; they will not be split until water levels recede. Mrs. Adams will have a contractor anchor down the pipes in Lake 39.

**BROOKS OF BONITA SPRINGS ITEMS**

**THIRD ORDER OF BUSINESS**

**Presentation of Brooks of Bonita Springs Community Development District's Audited Financial Report for Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates**

Mr. Steets noted the pertinent information in the Audited Annual Financial Report for the Fiscal Year Ending September 30, 2023. A finding in the Series 2021 Reserve Account was identified because the CDD should have opened a reserve account with the bank; which Management has since opened. There were no deficiencies on internal control or instances of noncompliance.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023**

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, Resolution 2024-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.**

**BROOKS OF BONITA SPRINGS II ITEMS**

**FIFTH ORDER OF BUSINESS**

**Presentation of Brooks of Bonita Springs II  
Community Development District's Audited  
Financial Report for Fiscal Year Ended  
September 30, 2023, Prepared by Grau &  
Associates**

Mr. Steets noted the pertinent information in the Audited Financial Report for Fiscal Year Ending September 30, 2023. A finding in the Series 2021 Reserve Account was identified because the CDD should have opened a reserve account with the bank; which Management has since opened. There were no deficiencies on internal control or instances of noncompliance.

Mr. Steets responded to questions and will provide Mr. Gould with an explanation about the \$2,394 referenced in the "Note 8 – Other transactions" second Paragraph, last sentence, on Page 21. Mr. Adams stated that this is likely the Coconut Point-South Village Association cost-share portion of the landscape easement, which the CDD bills after the year end is closed.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04,  
Hereby Accepting the Audited Financial  
Report for the Fiscal Year Ended September  
30, 2023**

Discussion ensued regarding presenting future Audits in June, which will require holding a meeting in June.

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, Resolution 2024-04, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.**

**JOINT BUSINESS ITEMS**

**SEVENTH ORDER OF BUSINESS**

**Landscape Report: GulfScapes Landscape  
Management Services**

Mr. Grimes reported the following:

- Flowers were planted; they will be deadheading them soon.
- Turf fertilization blackout commenced.
- Normal trimming and weed control are ongoing.

➤ The current project on Coconut Road is expected to be finished by the end of the month. Discussion ensued regarding General Managers approving project scopes; identifying a staging area on Three Oaks Parkway for equipment, just north of the bridge; obtaining County approval; the bid not including staging area; contractors taking that into account in their pricing; contractors moving the equipment daily unless they deduct pricing for staging and the contractor being responsible for restoration.

- **Irrigation Reports**

Mr. Grimes presented the following reports:

- A. Meter Usage by Clock**

A Compared Usage Report will be presented at the meeting.

- B. Year-Over-Year Water Usage**

Mr. Bartoletti asked Mr. Grimes to correct the Year Over Year Water Usage Chart to represent only the months in Fiscal Year 2024.

**EIGHTH ORDER OF BUSINESS**

**Consideration of GulfScapes Landscape Maintenance Services Proposal #4609 for Installation of 15-Gallon Hedges [Three Oaks Parkway/Imperial Phase 2]**

Mr. Grimes presented GulfScapes Proposal #4609 and responded to questions regarding the project scope. In response to a question, Mr. Dore-Smith, General Manager of Copper Leaf, stated that he is satisfied with what is presented in the proposal.

Mr. Bartoletti recalled the decision at the last meeting to improve the sections of Three Oaks Parkway and Coconut Road in four projects; project one being Coconut Road, project two being Three Oaks Parkway, the third project is to determine the long-range plans and what needs to be done over the next ten years and the fourth project being regarding littoral decisions.

Mr. Merritt asked about funding. Mr. Adams stated the costs are programed into the Note.

Discussion ensued regarding General Managers prioritizing the four phases of the projects, the Coconut Road project cost of about \$149,000 and expectation to be completed within the next two weeks.

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Bertucci, with all in favor, GulfScapes Landscape Maintenance Services Proposal #4609 for Installation of 15-Gallon Hedges at Three Oaks Parkway/Imperial Phase 2, in a not-to-exceed amount of \$127,790, was approved.**

**On MOTION for Brooks of Bonita Springs by Mr. Garner and seconded by Mr. Merritt, with all in favor, the GulfScapes Landscape Maintenance Services Proposal #4609 for Installation of 15-Gallon Hedges at Three Oaks Parkway/Imperial Phase 2, in a not-to-exceed amount of \$127,790, was approved.**

Mr. Gould wanted assurance that the fence is repaired before installing landscaping. Mr. Willis projected a map showing fencing repairs and will schedule the next phase of repairs, caps and decorative items; all structural repairs were completed. He and Ms. Bunting will review additional CDD areas, as Ms. Bunting noted the other communities had contacted them.

**NINTH ORDER OF BUSINESS**

**Discussion/Consideration of Award of Contract for Lake and Wetland Management**

Mrs. Adams stated that Staff advertised a Request for Proposals (RFP) for the Lake and Wetland Management contract, as SOLitude’s contract expires on August 31, 2024. Three vendors attended the mandatory pre-bid meeting. She highlighted the following, from the memorandum:

- SOLitude bid \$283,862 for both years; \$32,626 less than the current contract. SOLitude was issued several defective work notices in 2023.
- Superior Waterway Services (Superior) bid \$391,750 for both years and service several of Managements’ CDDs.
- Crosscreek Environmental (Crosscreek) bid \$428,245 for both years; of the references, there is only one that is financially in size compared to the CDDs. They identified 42 of the 151 lakes as non-compliant and submitted an initial cleanup fee requirement of about \$14,000.

**A. Affidavit of Publication**

**B. Bid Analysis**

Mrs. Adams presented the Bid Analysis – July 2024 Report.

Mrs. Adams pointed out that SOLitude submitted an exception to the contract by not complying with the CDDs' provision to provide the minimum \$2 million limit in each of the indemnification policies and the provisions in the bid that the CDDs have the right to reject any and all bids with or without cause and award the contract to the lowest, responsible, responsive, high quality bidder, without regard to price, and forwarded this to Mr. Urbanic to review.

Mr. Nott, of Superior, gave an overview of his professional background and company. He stated that the Bayside/Bay Creek contract of \$251,000 was inadvertently not included in the references. Services will consist of a five-person crew working three to four days a week to handle littoral shelves, in addition to the lake technicians servicing the waterways.

Mr. George Bowling, of Crosscreek, gave an overview of his professional background and company's experience in lake and wetlands management.

Superior provides lifetime material and workmanship warranties on lake bank restoration projects if they work on the property. His opinion is that The Brooks' lakes conditions are average, at best. He listed several lakes needing cleanup and wants to be able to coordinate the littoral enhancement of all CDD lakes. Superior has a fully staffed office, wetlands and lake crew, aeration and fountain crew and own its building; technicians and equipment are already in place to take over the contract. Services will consist of a lake and wetland foremen and a five-person lake crew, five to six full days a week.

Discussion ensued regarding the CDDs' wetland permit and suggestion to defer awarding the contract 60 to 90-days to find the appropriate entity to return the lakes into compliance. It was noted that Staff is confident that additional responses will be received if the RFP is advertised again.

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, rejecting all bid responses to the RFP for Lake and Wetland Management and authorizing Staff to coordinate taking care of the CDD lakes, were approved.**

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, rejecting all bid responses to the RFP for the Lake and Wetland Management and authorizing Staff to coordinate taking care of the CDD lakes, were approved.**

**TENTH ORDER OF BUSINESS**

**Discussion: Draft Letter to Homeowners  
Regarding Lake Bank Restoration Project**

Mr. Woolsey stated that he received additional, non-substantive edits to the letter. Board Members should submit comments or edits to Mr. Adams soon, as the intent is to distribute the letter after the August meeting.

Discussion ensued regarding adding more content and educating residents by directing them to the CDDs' website.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Engagement and Fee  
Agreement with Coleman, Yovanovich &  
Koester, P.A.**

Mr. Adams stated that, of the two local firms specializing in CDD Management, one was unable to submit an Agreement, due to a full workload.

Ms. Meagan Magaldi, of Coleman, Yovanovich & Koester, P.A., the potential point person to the CDDs, discussed her and Mr. Urbancic's professional background and presented the Coleman, Yovanovich & Koester, P.A. Engagement letter and Fee Agreement.

Discussion ensued regarding District Counsel's in person or remote attendance being based on the Boards' preference. It was noted that Mr. Cox's fees were less because he split travel costs between area clients. The fees will be based on the number of major projects and RFPs, contracts, etc. that need to be reviewed.

Regarding the \$19,000 Mr. Cox holds in escrow for the pickleball courts, Mr. Garner stated that he can return those funds to the CDDs and The Commons Club, as they decided to dig up the courts, sometime soon. After completing as due diligence, he whole-heartedly approved their retention.

Ms. Magaldi addressed questions and stated to contact District Counsel by phone or email. She clarified the terms for termination and stated that a bond issue incurs an additional fee, as it is a time consuming process.

- A. Brooks of Bonita Springs Community Development District**
- B. Brooks of Bonita Springs II Community Development District**



**On MOTION for Brooks of Bonita Springs by Mr. Garner and seconded by Mr. Woolsey, with all in favor, the Coleman, Yovanovich & Koester, P.A Engagement letter and fee schedule, to serve as District Counsel, and authorizing Mr. Merrit to sign on behalf of the CDD, were approved.**

**On MOTION for Brooks of Bonita Springs II by Mr. Gould and seconded by Mr. Bartoletti, with all in favor, Coleman, Yovanovich & Koester, P.A Engagement letter and fee schedule, to serve as District Counsel, and authorizing Mr. Bartoletti to sign on behalf of the CDD, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Current and Back Billing  
for Railroad Crossing Agreement with  
Seminole Gulf Railway**

Mr. Adams recalled the CDDs’ decision five or six years ago to remove this item from its budgets. He presented the Seminole Gulf Railway, LP (SGR) current and back billing invoices to maintain the culverts and swales, for the period covering July 8, 2011 to July 7, 2024 and July 8, 2024 to July 7, 2025, respectively. The consumer price index (CPI) escalator coincides with the terms of the Agreement, which was included in the agenda.

Discussion ensued regarding the statute of limitations, testing theory that the CDDs may have acquired the easement by adverse possession and SGR’s only reason for cleaning up the area is because it is in the process of conveying the rail system to the entity that is going to extend its rail trail.

Mr. Gould asked Ms. Magaldi, if is there any leverage to eliminate this cost if the CDDs cooperate on the upcoming rail trail project. It was noted the Bonita Estero Rail Trail has three years to raise funds to buy all of this tract to expand its rail trail.

**On MOTION for Brooks of Bonita Springs by Mr. Garner and seconded by Mr. Merritt, with all in favor, authorizing District Counsel to provide opinions on whether the statute of limitations bars any part of Seminole Gulf Railway, LP Invoices #20185 and #20194 and whether or not adverse possession of an easement is available under Florida law, were approved.**

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Gould, authorizing District Counsel to provide opinions on whether the statute of limitations bars any part of Seminole Gulf Railway, LP Invoices #20185**

**and #20194 and whether or not adverse possession of an easement is available under Florida law, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Continued Discussion: Light Outage Reports  
2023/2024**

Mr. Bartoletti stated that a wind study is no longer necessary since Mr. Bentley advised that it is also the deteriorating street light poles and lamp arms, in addition to the ballasts, that are causing light failures. The decision now is whether to budget to replace the 264 fixtures and arms and 130 poles with LED technology or spend up to \$60,000 in repairs.

Discussion ensued regarding the advantages of LED lighting, if LED lights would sufficiently illuminate the area, defective lights on Three Oaks Parkway and Coconut Road, whether to relocate the poles from the median to the sides and determining if the lighting requirement is to illuminate the roadway or the walkway, as the latter would require a different pole size.

Mr. Bentley stated that an Engineer needs to determine whether to install the lights in the median, which would need approval from Lee County and the Village of Estero; it is more costly to install lights on both sides of the median. If the lights are installed in the median, they could reuse the existing main and then just replace the conduit, which he thinks will alleviate a lot of problems. He estimates the cost to be in the \$2 million range.

Both Boards agreed with replacing the lighting and conduit. Mr. Adams will ask the District Engineer for help to encourage its Electrical Division to assist the CDDs. Regarding payment, Mr. Bartoletti stated that he expects to bid and budget the project next year. Recalling the pickleball court project, a Board Member suggested implementing a task force and designating Ms. Bunting as point person to interface with an outside Engineer.

**FOURTEENTH ORDER OF BUSINESS**

**Update: Pathway Improvement Plans**

Ms. Holmes stated that, of the 20 that were sent bid packages, four sealed bids were received yesterday. She reported the following:

- All respondents submitted bids for concrete and only three submitted the bid alternative, asphalt.

➤ After reviewing the bids, Ms. Holmes deemed Bonness as the lowest bidder, pricing the CDDs' portion of the project and the Village's realignment area for concrete at \$3,279,302.49 and \$2,578,294.91 for asphalt.

➤ Ms. Holmes' ranking, in order of lowest to highest bidder, was as follows:

- #1 Bonness
- #2 CS & M
- #3 Palm \_\_\_\_
- #4 M & H

Asked if there are any recommendations, concerns or issues, Ms. Holmes stated no, the recommendation is to award the contract to Bonness, the lowest bidder to the Pathway Reconstruction Project, for concrete or asphalt materials. She responded to Mr. Gould's questions regarding the reasons for the other respondents' price differences. Asked if Sidewalk Advisory Committee Members Mr. Leckie and Mr. Adaska reviewed the bids; both replied no.

Discussion ensued regarding clarifying the project scope in the bid package, ensuring it includes correcting the current surfaces to ensure compliance with the Americans with Disabilities Act (ADA) requirements and for water to flow properly to the street level. The asphalt equipment for the west side of Three Oaks Parkway will have to be less than 6' and the CDDs will engage GulfScapes, as they will be responsible for the landscaping and irrigation.

Mr. Adams and Ms. Holmes responded to questions and noted that the Committee's comments were incorporated into the final bid. It was a sealed bid process that went through the District Engineer's office. The Committee was directed to work with Staff on finalizing the bid before publishing the RFP at the last meeting and that asphalt costs were calculated per cubic feet rather than square yards.

Ms. Bunting asked for the details of B-14 and B-15 in the final bid and price bids. Ms. Holmes stated that \$46 was the lowest unit price per square yard bid for concrete.

Discussion ensued about considering that the cost to maintain asphalt will increase as it ages and seal coating can extend the life of the asphalt versus the cost to maintain concrete.

The following were asked after calling the motion:

Asked if the Village of Estero is offsetting the costs, it was noted that the Village will be contributing up to \$380,000 above the CDDs' costs to straight line versus meander. Regarding if the loan terms can be extended, a Board Member recalled Mr. Adams stating that it will cost

approximately \$50,000 to extend the terms beyond five years and suggested re-evaluating this option.

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Ms. Varnum, with Mr. Merritt, Ms. Varnum and Mr. Franklin in favor and Mr. Garner and Mr. Woolsey dissenting, accepting the ranking and recommendation to rank Bonness, as the #1 ranked respondent to the Pathway Reconstruction Project RFP, as the Board's own ranking, and awarding the contract to Bonness for the base concrete bid in a total cost of \$3,279,302.49, was approved. [Motion passed 3-2]**

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with Mr. Bartoletti, Ms. Bunting, Mr. Gould and Mr. Bertucci in favor and Ms. O'Connor dissenting, accepting the ranking and recommendation to rank Bonness, as the #1 ranked respondent to the Pathway Reconstruction Project RFP, as the Board's own ranking, and awarding the contract to Bonness for the base concrete bid in a total cost of \$3,279,302.49, was approved. [Moton passed 4-1]**

Regarding extending the life of the loan, Mr. Adams suggested issuing a Bond Anticipation Note to consolidate the original bond and cover additional expenses like streetlighting, the sidewalk program other expenses, etc., which will allow the CDDs to spread the costs over the life expectancy of the asset. He will work with Synovus Bank and provide information at the next meeting.

Regarding the next steps, Ms. Holmes will schedule a pre-construction meeting and will invite the Sidewalk Advisory Committee. She will email the bid responses to the Boards.

- **Consideration of Johnson Engineering, Inc. Proposal for On-site Inspection and Testing Services.**

**This item was an addition to the agenda.**

Ms. Holmes and Mr. Adams presented the Johnson Engineering, Inc., proposal for on-site inspection and testing services during the Pathway Reconstruction Project, in the amount of \$260,605, which is based on 8% of the Bonness proposal, not the typical 11%. He will send a copy of the proposal upon receipt.

Discussion ensued regarding the costs of outstanding projects; ensuring all CDD improvements, such as the monuments on US 41 and the wells, are accounted for; keeping assessments flat in Fiscal Year 2025 and a future bond issue.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Mr. Adams presented the Memorandum detailing this new state requirement and explained that newly adopted legislation requires special districts to establish goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives, publish an annual report on its website detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

Mr. Adams stated that District Management and various District Counsels collaborated on a standard document to use throughout Management’s Special Districts and identified Communication and Engagement, Infrastructure and Facilities Maintenance, and Community Financial Transparency and Accountability as the key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each.

Mr. Adams presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD and explained how the CDD will meet the goals.

**A. Brooks of Bonita Springs Community Development District**

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Garner, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**B. Brooks of Bonita Springs II Community Development District**

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Mr. Bertucci, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

Mr. Gould stated that he completed the new requirement to complete four hours of ethics training. Mr. Adams recommended completing the free on-line courses that were included in the Memorandum presented at the last meeting, by the December 31, 2024 deadline. Completion of the requirement will be reported when filing Form 1 in 2025.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolutions Designating Dates, Times and Locations for Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2024/2025 and Providing for an Effective Date**

**A. Resolution 2024-06, Brooks of Bonita Springs Community Development District**

Mrs. Adams presented Resolution 2024-06. The following changes will be made to the Fiscal Year 2025 Meeting Schedule:

DATE, POTENTIAL DISCUSSION/FOCUS and TIME: Add “June 25, 2025” and “Annual Audit Presentation” and “1:00 PM”

**On MOTION for Brooks of Bonita Springs by Mr. Garner and seconded by Mr. Merritt, with all in favor, Resolution 2024-06 Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.**

**B. Resolution 2024-05, Brooks of Bonita Springs II Community Development District**

Mrs. Adams presented Resolution 2024-05. The following changes will be made to the Fiscal Year 2025 Meeting Schedule:

DATE, POTENTIAL DISCUSSION/FOCUS and TIME: Add “June 25, 2025” and “Annual Audit Presentation” and “1:00 PM”

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, Resolution 2024-05 Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.**

**SEVENTEENTH ORDER OF BUSINESS**

**Continued Discussion: Fiscal Year  
2024/2025 Budget**

Mr. Adams stated that he made the adjustments to the proposed Fiscal Year 2025 budget that were discussed earlier; everything else matches the contract values, includes the repayment of the 2023 Note and, if assessments are kept flat, the results will generate an addition of \$418,500 for surplus fund balance. Asked if the SGR costs were included in the proposed budget, Mr. Adams stated he will have to add the annual amount anticipated and, if the CDDs do not have to pay it, the funds will carry over into fund balance.

**EIGHTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of June 30, 2024**

The Unaudited Financial Statements as of June 30, 2024 were accepted.

**NINETEENTH ORDER OF BUSINESS**

**Approval of April 24, 2024 Joint Regular  
Meeting Minutes**

The following changes were made:

Line 63: Insert “the equivalent of” after “earning”

Mr. Bartoletti emailed the following change:

Lines 106 to 110: Delete paragraph and insert “Mr. Bartoletti stated that the CIP landscape renovation project approved in 2022 and completed during 2023 did not include the fence line along the roadways. He noted that the CIP landscape project resulted from a tour with Dave Dore Smith along the length of Three Oaks and own Coconut to Lighthouse Bay did identify gaps that were not included in the project. He agrees the work requested by the General Managers is a necessity.”

The following changes were made:

Line 415: Change “The Commons Club” to “Lee County”

Lines 437 and 459: Change “A Board Member” to “Mr. Garner”

Line 482: Change “Fitton” to Pittmon”

Line 486: Change “the CDDs’ to “Shadow Wood”

**On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, the April 24, 2024 Joint Regular Meeting Minutes, as amended, were approved.**

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, the April 24, 2024 Joint Regular Meeting Minutes, as amended, were approved.**

**TWENTIETH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Dan Cox, Esquire**

There was no report.

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

**• Discussion: Storm Water Distribution System**

Mrs. Adams stated that she included an update in the Field Operations Report; the outfalls are clear of debris. Mr. Adams stated that the National Pollutant Discharge Elimination System (NPDES) field inspection was completed in early June and everything was satisfactory.

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

**• Monthly Status Report – Field Operations**

The Field Operations Report was distributed.

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

**I. Registered Voters in Districts as of April 15, 2024**

- **Brooks of Bonita Springs: 2,253**
- **Brooks of Bonita Springs II: 1,518**

**II. NEXT MEETING DATE: August 28, 2024 at 1:00 PM [Adoption of FY2025 Budget]**

- **QUORUM CHECK – BROOKS OF BONITA SPRINGS**
- **QUORUM CHECK – BROOKS OF BONITA SPRINGS II**

For Brooks of Bonita Springs and Brooks of Bonita Springs II, all Supervisors confirmed their attendance at the August 28, 2024 meeting.

**TWENTY-FIRST ORDER OF BUSINESS**

**Supervisors' Requests**

**• Supervisor Bartoletti's Update/Discussion Topics**

Mr. Bartoletti stated that the following were addressed during the meeting.



- **Coconut & Three Oaks Median Lighting**
  - **Repairs YTD**
  - **Engineering Firm Identified to Advise Repairs/Replacement**
- **Lake Bank Repair Status and Letter to Homeowners**
- **2024 Open Supervisor Positions/Filings**
- **Status of TCC Park Sale Return/Potential New Court Design**
- **Coconut & Three Oaks Pathway of Specification Review Approval for Sealed Bids**

**TWENTY-SECOND ORDER OF BUSINESS**

**Public Comments: Non-Agenda items only  
[3 minutes per person]**

No members of the public spoke.

Mr. Bartoletti asked about the maintenance preserves mentioned in the Field Operations Report and if Ms. Varnum applied to keep her Board Seat during the candidate qualifying period. Mrs. Adams stated that will include further discussion of this item at the next meeting. Ms. Varnum stated that she did not apply.

**TWENTY-THIRD ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned at 4:33 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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

**July 24, 2024**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair

**FOR BROOKS OF BONITA SPRINGS II:**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair