

**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 October 22, 2025 at 1:00 p.m., at the Estero Community Church, 21115 Design Parc Ln., Estero, Florida 33928.

Present for Brooks CDD:

James Merritt	Chair
David Garner	Vice Chair
John (Rod) Woolsey	Assistant Secretary
Edward Franklin	Assistant Secretary
Charles Orlando	Assistant Secretary

Present for Brooks II CDD:

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

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Meagan Magaldi	District Counsel
Josh Hildebrand	Johnson Engineering, Inc. (JEI)
Chad Unger	Bonness
Derek Buschow (via Zoom)	President, iamGIS
Caleb Domeyer (via Zoom)	Senior Solutions Engineer, iamGIS

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, all Supervisors were present. For Brooks of Bonita Springs II, all Supervisors were present.

Mr. Bartoletti proposed addressing the Fifth, Sixth and Ninth Orders of Business earlier in the meeting, and adding an agenda item to discuss how to change the Town Center billing from an acreage basis, as the apartment buildings will soon charge rent. The Board agreed.

SECOND ORDER OF BUSINESS

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

BROOKS OF BONITA SPRINGS CDD ITEMS

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Charles Orlando (the following will be provided under separate cover)

Mr. Adams stated that the Oath of Office was administered to Mr. Orlando prior to the meeting. Mr. Adams will review the following items with Mr. Orlando after the meeting:

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Office**
- **Discussion: Premier Lakes Quality Control Lake Report – September 2025**
This item, previously the Fifth Order of Business, was presented out of order.

The September 2025 Quality Control Lake Report was included for informational purposes. There were no questions.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2026-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Mr. Adams presented Resolution 2026-01. Mr. Woolsey nominated the following:

James Merritt	Chair
David Garner	Vice Chair
John (Rod) Woolsey	Assistant Secretary
Edward Franklin	Assistant Secretary
Charles Orlando	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Sandra Varnum	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Chesley "Chuck" Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Woolsey and seconded by Mr. Franklin, with all in favor, Resolution 2026-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

JOINT BUSINESS ITEMS

FIFTH ORDER OF BUSINESS

Discussion: Premier Lakes Quality Control Lake Report – September 2025

This item was addressed following the Third Order of Business.

SIXTH ORDER OF BUSINESS

Landscape Report: GulfScapes Landscape Management Services

- **Irrigation Reports**
 - A. **Meter Usage by Clock**
 - B. **Year-Over-Year Water Usage**

The Irrigation Reports were included for informational purposes. There were no questions.

- **Update: Sidewalk Project**

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

Mr. Merritt stated that representatives of Bonness and Johnson Engineering are present to address any questions regarding progress on the sidewalks.

Mr. Bartoletti asked when the project will be completed. Johnson Engineering Project Manager Josh Hildebrand discussed the progress. Barring weather delays, the majority of the concrete work should be completed by mid-November. Crews will come back for final cleanup, minor work and closeout with the County, so the sidewalk is open before the holiday season.

Discussion ensued regarding the need to prioritize compliance with the Americans with Disability Act (ADA) requirements at the Three Oaks intersection so people can use pathways. Mr. Hildebrand thinks that, per the original plan, all mainline sidewalks will be tied in; Bonness

will coordinate with the County as quickly as possible with regard to signals and relocating pole boxes and components.

Mr. Bartoletti noted that the ADA work might not be completed by mid-November due to County processes, so some blockages might remain.

Mr. Hildebrand discussed the scope of work, concrete processes and increased thicknesses to ensure the viability of underwater concrete.

Mr. Bartoletti and Mr. Hildebrand will provide an email update to the residents who had questioned the standing water.

It was noted that the pedestrian crosswalks will still be accessible during season as they were previously, although the crosswalks are not ADA compliant.

Discussion ensued regarding a potential concrete abutment safety issue, the need for pedestrian access to cross the road, whether ADA compliance will be achieved by Thanksgiving, previous survey work in the area that led to the discovery of rotted subbase, whether the ADA work might incur costs for the CDD, and removing selected barriers until ADA compliance is addressed, with appropriate cautionary sidewalk markings and warning signs.

Mr. Bartoletti questioned why ADA compliance was not included in the original bid and the original plans from Bonness. It was noted that, while it was originally thought to be the County's responsibility, the CDD was deemed to be responsible after bidding was completed.

Mr. Hildebrand discussed the likely scope of work to make the Four Corners intersection ADA compliant, including removal of concrete and ramps, reconstruction with new ADA mats, crosswalk realignment and additional paint to highlight the condition in the middle. It was noted that signal boxes would need adjustment and would ideally be removed from the sidewalk.

Mr. Adams stated old concrete can be bleached/pressure washed for aesthetic purposes. A sidewalk cleaning and maintenance line item will be added to the Fiscal Year 2027 budget.

The consensus was that, by Monday, October 27, 2025, Johnson Engineering will provide Ms. Bunting and Mr. Merritt with an update including how the concrete project will be finished and the timeframe for the ADA intersection area.

Ms. Magaldi presented the proposed Rules and Executive Summary. She recalled discussions of lake bank erosion repairs and expenditure of CDD funds for recurring lake bank issues, some due to gutters, downspouts, pool overflows and irrigation on private property. The Rules could provide a mechanism to address specific property owners and allow for connection to underground collection boxes. The process contemplates working with the Neighborhood Associations on enforcement. The document is underway; feedback is welcomed and, once acceptable, buy-in and feedback from each Association will be necessary in order to proceed.

Mr. Bartoletti noted that The Rookery building might need to be included due to runoff.

Mr. Garner stated that his Association is not an HOA, it is a Master Condominium Association with eight sub associations; all nine own lake bank property, and the Master's enforcement ability over the sub associations is limited to anything visible from the street.

The Boards and Staff discussed how to introduce the Rules to the four Associations, how the Rules would be applied to problematic residential properties, and how The Commons Club could be included.

Ms. Magaldi stated a Memorandum of Understanding (MOU) works well with golf clubs.

Discussion ensued regarding including Shadow Wood Country Club and the MOU clarifying the responsibilities of the CDD and adjacent property owners and serving as a resource to homeowners, and CDD recourse options if owners are put on notice of their responsibility to the extent that erosion occurs as a result of discharge from their properties.

Mr. Bartoletti thinks it is important to educate homeowners that the responsibilities were included in their original documents. Mr. Adams stated that the MOUs will be drafted carefully and clearly, and perhaps customized to address each neighborhood's specific responsibilities.

Mr. Garner suggested the CDDs determine which lakes will be remediated, inform the community or Association, survey the lake to identify issues, and then notify homeowners of their responsibility to remediate drainage issues on their property and to be in compliance before the CDD performs its remediations, so that CDD funds are not wasted.

Mr. Merritt believes the two matters are the need to emphasize the benefit of the program and identify issues and follow through and take corrective action where necessary, as required by the South Florida Water Management District (SFWMD) permit.

Mr. Garner wondered if HOAs could pursue owners to rectify the issues rather than the CDD. He thinks some Associations might seek reimbursement for repairs that they made that are

now deemed a CDD responsibility. Mr. Adams stated, typically, the CDD's responsibility begins at the control elevation; homeowners are generally responsible all the way to the water's edge. He noted that the remediations performed at Lighthouse Bay resulted from a suit and a settlement.

Discussion ensued regarding whether the GIS maps confirm that the distance from the homeowner's lot line to the water's edge is owned by the CDD in all cases, what the CDD will do if a homeowner placed a structure on CDD property that caused erosion, lake banks that have shifted in the past 25 years, the inaccuracy of drawings of platted constructed ponds, and erosion caused by a homeowner structure installed over an easement at 23161 Foxtail Creek.

Mrs. Adams stated that Premier Lakes technicians provide observations made while on site. Technicians will be asked to submit a list of observations for the next meeting.

The Boards and Staff discussed the need to have a definitive elevation line up as to which property the owners will maintain. Mr. Adams stated property owners maintain up to the high-water mark or the turf line, which can move; when lake banks are restored, several more feet of turf line can be restored. He noted that an easy sprinkler adjustment is generally sufficient to install additional plantings; homeowners are informed in this regard when lake bank remediations are underway.

Ms. Magaldi asked for Board direction regarding how to proceed. Mr. Bartoletti discussed the various Associations with which he interacts. Mr. Merritt thinks that addressing lake bank erosion is the CDD's responsibility. Mr. Bartoletti voiced his opinion that The Commons Club should eventually be added to the MOU. He thinks the Town Center does not have a problem due to its catch basins, and The Commons Club's only issue is The Rookery. He suggested adding all residential areas, areas owned by a Master Association, and areas owned by a Neighborhood Association.

Mr. Garner suggested holding a meeting to discuss the funds to be spent for lake bank restoration, erosion hastening the process, and what is feasible. The consensus was to schedule a Stormwater Focus Group meeting and assign a designee from each Board. Mr. Garner will serve as designee for Brooks and Ms. Bunting will serve as designee for Brooks II.

▪ **iamGIS Presentation**

This item was an addition to the agenda.

**BROOKS OF BONITA SPRINGS &
BROOKS OF BONITA SPRINGS II CDDs**

October 22, 2025

Derek Buschow and Caleb Domeyer, of iamGIS, which recently entered into a GIS program with Copperleaf, conducted a demonstration and presentation introducing iamGIS and proposed providing a more robust GIS solution for the CDDs.

Mr. Domeyer demonstrated and discussed the features and functionality of the software and discussed data integrity, work orders, picture and video storage, and unlimited data.

Mr. Domeyer stated all data entered into the software is owned by the client; should the contract end, the client retains their data, and technicians will assist in the process to ensure all maps and data export successfully. He reviewed the costs, including the one-time \$1,500 setup fee and the \$5,500 annual subscription for both CDDs. The initial term is three years; at the end of three years, a 5% annual increase begins.

Discussion ensued regarding pricing, subscription, features and benefits of the software, new user training, and support.

This item will be included on a future agenda.

EIGHTH ORDER OF BUSINESS

Continued Discussion/Update: Capital Improvements [20 Year Bond]

This item was not addressed.

NINTH ORDER OF BUSINESS

Update: Sidewalk Project

This item was presented following the Sixth Order of Business.

TENTH ORDER OF BUSINESS

Update: Street Light Project

Mr. Bertucci stated, after the last meeting with Village officials Steve Sarkozy and David Willems and discussion about replacing pole per pole on Coconut Road, The Village stated that the CDD must utilize decorative fixtures. Regarding cost, Mr. Sarkozy proposed the CDD replace pole for pole with the decorative lights but perhaps not meet the requirements initially. After tree trimming and tree removal, they would determine if more poles are needed.

Mr. Woolsey stated Mr. Sarkozy is willing to attend a CDD meeting to share his long-term vision for Estero and its development; and The Village's position on cost sharing.

Discussion ensued regarding whether additional poles can be installed where trees were removed for better photometrics, obtaining feedback from another consultant, costs, various considerations related to the project, and previous discussions with the Village and the County.

The consensus was to invite Mr. Sarkozy to attend the January meeting.

ELEVENTH ORDER OF BUSINESS

Update: Tree Removal Project

Ms. Bunting stated Mr. Willems is concerned that the integrity of the street will be changed. She had an arborist review the trees, and he will provide a letter in support of removing the trees, which she will provide to the Village. A map of the trees is needed.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2025

• **Financial Highlights Report**

The financials were accepted.

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

This item, previously Item 14A, was presented out of order.

Ms. Magaldi reminded the Board Members to complete the required four hours of ethics training by December 31, 2025. The Memorandum includes free course options.

THIRTEENTH ORDER OF BUSINESS

Approval of August 27, 2025 Joint Public Hearing and Regular Meeting Minutes

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. O'Connor, with all in favor, the August 27, 2025 Joint Public Hearing and Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, the August 27, 2025 Joint Public Hearing and Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

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

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

October 22, 2025

District Counsel's report occurred following the Twelfth Order of Business.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

• Monthly Status Report – Field Operations

The Field Operations Report was included for informational purposes.

Mr. Willis stated that the Lake Bank Restoration Project is complete. The Engineer accepted it and is working with the Village on final inspection. All littorals were planted, and he filed for final closure with the Village.

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

Discussion ensued regarding adjustments to the 2025 audit. Mrs. Adams stated that Shadow Wood work completed in October 2025 will be reflected in Fiscal Year 2026.

• NEXT MEETING DATE: January 28, 2026 at 1:00 PM

○ QUORUM CHECK – BROOKS OF BONITA SPRINGS

All Supervisors confirmed their attendance at the January 28, 2026 meeting.

○ QUORUM CHECK – BROOKS OF BONITA SPRINGS II

Supervisors Gould, O'Connor, Bertucci and Bartoletti confirmed their attendance at the January 28, 2026 meeting. Supervisor Bunting will attend via telephone.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Garner asked if there have been further discussions with the Lighthouse Bay General Manager about the seawall causing a trip hazard on property adjacent to the lake.

SIXTEENTH ORDER OF BUSINESS

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

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION for Brooks of Bonita Springs by Mr. Garner and seconded by Mr. Merritt, with all in favor, the meeting adjourned at 3:31 p.m.

**On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by
Mr. Bertucci with all in favor, the meeting adjourned at 3:31 p.m.**

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

October 22, 2025

Copas
Secretary/Assistant Secretary

L. Merritt
Chair/Vice Chair

FOR BROOKS OF BONITA SPRINGS II:

Copas
Secretary/Assistant Secretary

J. Bartolotti
Chair/Vice Chair