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 Public Hearing and Regular Meeting on August 27, 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 (via telephone)	Vice Chair
John (Rod) Woolsey	Assistant Secretary
Edward Franklin	Assistant Secretary
Sandra Varnum	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
Mark Zordan	Johnson Engineering, Inc. (JEI)
Blake Grimes	GulfScapes Landscape Mgmt Services
Bill Kurth	Premier Lakes, Inc. (Premier)
Charles Orlando	Resident
Lynn Franklin	Resident

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:03 p.m.

For Brooks of Bonita Springs, Supervisors Woolsey, Franklin, Varnum and Merritt were present. Supervisor Garner attended via telephone.

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

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, authorizing Mr. Garner'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]**

No members of the public spoke.

BROOKS OF BONITA SPRINGS CDD ITEMS

THIRD ORDER OF BUSINESS **Acceptance of Resignation of Sandra Varnum [Seat 3]**

This item was presented following the Eighteenth Order of Business.

FOURTH ORDER OF BUSINESS **Consideration of Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2028**

This item was discussed following the Sixth and Eighteenth Orders of Business.

- **Administration of Oath of Office to Appointed Supervisor (the following will be provided under separate cover)**

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

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-06, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

JOINT BUSINESS ITEMS

SIXTH ORDER OF BUSINESS **Discussion: Premier Lakes July 2025 Quality Control Lake Report**

Mr. Kurth presented the July 2025 Quality Control Lake Report and discussed the increased algae due to rainfall, the recently installed littoral plants and torpedo grass. He stated that crews will monitor and treat the lakes.

Mr. Kurth responded to questions regarding floating weeds, whether the increased amount of shoreline weeds is indicative of the summer season, if the aerators were turned off for cleaning purposes and why there are no notes regarding the inspected lakes in the report.

Mr. Merritt stated it would be helpful if the report indicated “no findings” under the inspected lakes with no issues. He asked Staff and Mr. Kurth to assess the littorals.

▪ **Consideration of Appointment to Fill Unexpired Term of Seat 3**

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

Mr. Merritt stated that a resident interested in serving on the Board has another meeting to attend; and asked him to introduce himself.

Resident Charles Orlando stated he resides in Spring Run, currently serves on its Board of Directors and is a candidate for the seat vacated by Ms. Varnum.

Asked why he would like to join the Board and how his expertise could benefit the CDD, Mr. Orlando stated he has 40 years of experience in the construction industry and believes his background would be ideal, in terms of analyzing and reviewing the CDD’s construction projects. He stated he and his wife support wildlife conservation and community preservation and they enjoy and appreciate the Southwest Florida lifestyle.

SEVENTH ORDER OF BUSINESS **Landscape Report: GulfScapes Landscape Management Services**

- **Irrigation Reports**

  A. Meter Usage by Clock

  B. Year-Over-Year Water Usage

Mr. Grimes presented the Irrigation Reports and reported that flagging for the sidewalk project will commence in the first week of September.

Mr. Grimes responded to questions about irrigation leaks on 3 Oaks and near the Copperleaf entrance, if the Board should be aware of any further irrigation repair contracts, Coleus plant maintenance, sod repair in Copperleaf, meter usage by clock and water usage.

Mr. Bartoletti asked Mr. Franklin and Mrs. Bunting to coordinate with Mr. Grimes to produce a 10-year landscape plan, which will be communicated to all four communities.

EIGHTH ORDER OF BUSINESS **Joint Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

A. Proof/Affidavit of Publication

B. Consideration of Resolutions Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented the Resolutions and stated the Fiscal Year 2026 budgets are unchanged from when they were last presented. There are no increases in the operating assessment levels year-over-year.

Mr. Adams and Mrs. Adams responded to questions regarding the reasons for the “Legal” line item increase, “Engineering” line item decrease, why the “Insurance” line item remained flat, why Field Operations is 87% above the budgeted expenditures, the Premier Lakes contract, aeration systems to be installed, pump replacement, when there will be a discussion regarding a capital budget and if financial graphs could be created and presented going forward.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

I. Resolution 2025-07, Brooks of Bonita Springs Community Development District

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Ms. Varnum, with all in favor, Resolution 2025-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

II. Resolution 2025-05, Brooks of Bonita Springs II Community Development District

> **On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting with all in favor, Resolution 2025-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

NINTH ORDER OF BUSINESS **Consideration of Resolutions Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

A. Resolution 2025-08, Brooks of Bonita Springs Community Development District

> **On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, Resolution 2025-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

B. Resolution 2025-06, Brooks of Bonita Springs II Community Development District

> **On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. O'Connor, with all in favor, Resolution 2025-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

TENTH ORDER OF BUSINESS **Discussion: Rule Making Process**

Ms. Magaldi stated drafting the Rules is still underway. A draft will be emailed to the Boards before the next meeting.

The Boards and Staff discussed the rulemaking process timeline, what the Rules are intended to address, how to recover funds from homeowners who should contribute to an erosion repair project on Lakes 46 and 130, the Association, CDD jurisdiction over the golf course, The Commons Club and the Country Club, the South Florida Water Management District (SFWMD) and enforcement.

Mr. Merritt and Mr. Gould will co-lead a Projects Committee for the erosion repair project on Lakes 46 and 130.

ELEVENTH ORDER OF BUSINESS **Discussion/Update: Capital Improvements [20 Year Bond]**

Mr. Adams recalled introducing a model for a 20 or 30-year bond at a previous meeting. He discussed items on the Capital Improvement Plan (CIP) list, including streetlights, aeration system, monuments, contingencies, costs of issuance, Equivalent Residential Units (ERUs), total bond issue amount and 1% collection costs. The proceeds will likely be available in the first quarter of 2026 and the first interest-only payment will be due on November 1, 2026. Interest payments are due twice per year in May and November and principal payments are due once per year in May.

Discussion ensued regarding the bond issue amount, construction projects, debt service reserve, interest rate, assessment amount that will go on the tax bill and potential tax reduction as a result of the new long-term bond.

Mr. Bertucci discussed a 2008 Interlocal Agreement between the CDDs and Lee County wherein the CDDs relinquished the road right-of-way (ROW) to the County, sidewalk maintenance, streetlights and landscaping.

Mr. Adams stated the CDDs are responsible for maintenance of the sidewalks and Staff can contact the County to inquire about cost-sharing.

Discussion ensued regarding the streetlights, road widening, roadside drainage and the sidewalk repair project.

It was noted that the District Engineer will contact the County regarding cost sharing.

TWELFTH ORDER OF BUSINESS **Update: Sidewalk Project**

Mr. Zordan stated milling will commence on September 2, 2025 and, on September 8, 2025, the concrete will be formed and poured. The project will take 2½ months to complete.

Asked for an update on the Americans with Disability Act (ADA) requirements, Mr. Zordan stated the CDDs are responsible any liability issues. A change order will be needed for the installation of ADA mats on 3 Oaks and Coconut.

THIRTEENTH ORDER OF BUSINESS **Update: Street Light Project**

Referencing a handout, Mr. Bertucci stated, after attending several meetings with the Village of Estero (VOE) officials, the direction of the streetlight project is still uncertain. He discussed the meetings, needing to meet photometric requirements, materials prices, as-built drawings, conduit and the project costs.

Discussion ensued regarding decorative poles, the Interlocal Agreement with the County, the VOC, photometric requirements, tree removals, culverts, a roadway expansion project and the next VOE meeting.

FOURTEENTH ORDER OF BUSINESS **Update: Tree Removal Project**

Ms. Bunting reported that Mr. Grimes, Jessica from JEI, Mr. Willems and Ms. Gibbs will participate in a drive-through tomorrow to review the trees tagged for removal. She hopes the trees that caused major damage to the sidewalks and curbs in the past will be approved for removal.

Ms. Bunting responded to questions about the exact locations of the trees in question, the number of trees slated for removal, tree replacement, a map and what she anticipates will be the outcome of the drive-through.

FIFTEENTH 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 2025/2026 and Providing for an Effective Date

Mr. Bartoletti asked for a January meeting to be added to the Fiscal Year 2026 Meeting Schedule.

The following change will be made to the 2025/2026 Joint Meeting Schedule:

DATE & TIME: Insert January 28, 2026 at 1:00 PM

A. Resolution 2025-09, Brooks of Bonita Springs Community Development District

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Ms. Varnum, with all in favor, Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

B. Resolution 2025-07, Brooks of Bonita Springs II Community Development District

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Boards of Supervisors of the Districts for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

SIXTEENTH ORDER OF BUSINESS **Consideration of Goals and Objectives Reporting FY 2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]**

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

A. Brooks of Bonita Springs II Community Development District

On MOTION by Mr. Bartoletti and seconded by Ms. O'Connor, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

B. Brooks of Bonita Springs Community Development District

On MOTION by Mr. Woolsey and seconded by Mr. Franklin, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

SEVENTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of July 31, 2025**

- **Financial Highlights Report**

Mr. Adams and Mrs. Adams responded to questions regarding the “Insurance” and “Capital Outlay” items on the Financial Highlights report.

The financials were accepted.

EIGHTEENTH ORDER OF BUSINESS **Approval of July 23, 2025 Joint Regular Meeting Minutes**

Mr. Zordan noted some confusion on Page 2 regarding pool piping and drainage piping, and pickleball versus tennis courts and locations.

The following submitted and spoken changes were made:

Line 49: Delete “pool”

Line 50: Insert “piping” after “drainage”

Line 51: Delete “pool” and insert “piping” after “drainage”

Line 54: Change “pickleball” to “tennis” and change “south” to “west”

Line 56: Change “north” to “south”

Line 121: Insert “in the past” after “locations”

Line 125: Change “one section” to “localized sections”

Line 170: Insert “, SWCA Manager,” after “Ms. Luster”

Line 184: Change “excluded” to “included”

Line 221: Change “the 30 bases” to “30 bases to meet current code rules” and change “DOT” to “village”

Line 240: Change “Mr. Bartoletti” to “Mr. Bertucci”

Line 309: Insert “Three Oaks Right of Way” after “the”

Line 325: Insert “, by phone,” after “confirmed”

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. Bunting, with all in favor, the July 23, 2025 Joint Regular Meeting Minutes, as amended and including any additional changes submitted to Management, were approved.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Ms. Varnum, with all in favor, the July 23, 2025 Joint Regular Meeting Minutes, as amended and including any additional changes submitted to Management, were approved.

- **Acceptance of Resignation of Sandra Varnum [Seat 3]**

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

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Ms. Varnum, with all in favor, the resignation of Sandra Varnum from Seat 3, was accepted.

- **Consideration of Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2028**

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

Mr. Merritt nominated Charles Orlando to fill Seat 3. No other nominations were made.

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Franklin, with all in favor, the appointment of Charles Orlando to fill Seat 3, was approved.

Mr. Adams discussed lake levels after heavy rains, emergency gate operations, when sheet flow data was last updated, when the culverts will be cleaned, recent rain events, the retention ponds, the GIS maps, the flow way, water levels and rain gauge.

Staff will email the emergency gate operation requirements to the Boards and post them on the website.

Mr. Woolsey and Mr. Bartoletti will draft and send a letter the residents explaining the rain gauge.

NINETEENTH ORDER OF BUSINESS **Staff Reports**

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

B. District Engineer: Johnson Engineering, Inc.

There were no reports from District Counsel or the District Engineering.

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

- **Monthly Status Report – Field Operations**

The Field Operations Report was included for informational purposes.

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

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK – BROOKS OF BONITA SPRINGS**
  - **QUORUM CHECK – BROOKS OF BONITA SPRINGS II**

TWENTIETH ORDER OF BUSINESS Supervisors' Requests

There were no Supervisors' requests.

TWENTY-FIRST ORDER OF BUSINESS Public Comments: Non-Agenda items only [3 minutes per person]

No members of the public spoke.

TWENTY-SECOND ORDER OF BUSINESS Adjournment

On MOTION for Brooks of Bonita Springs by Mr. Merritt and seconded by Mr. Woolsey, with all in favor, the meeting adjourned at 3:48 p.m.

On MOTION for Brooks of Bonita Springs II by Mr. Bartoletti and seconded by Ms. O'Connor with all in favor, the meeting adjourned at 3:48 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

BROOKS OF BONITA SPRINGS &
BROOKS OF BONITA SPRINGS II CDDS **August 27, 2025**

FOR BROOKS OF BONITA SPRINGS:

____
~~Secretary/Assistant Secretary~~

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Chair/~~Vice Chair~~

FOR BROOKS OF BONITA SPRINGS II:

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Secretary/~~Assistant Secretary~~

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Chair/~~Vice Chair~~