

AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

September 30, 2024, at 9:30 a.m. in Card Room C

Zoom Details: <https://us02web.zoom.us/j/9687107160> Meeting ID: 968 710 7160 – Passcode: HgrdMeet1

BOARD MEMBERS	PRESENT	OTHERS	PRESENT
Chair Howard Young		GM J.B. Belknap	
Vice-Chair Peter Overs		Controller Lynn Brew	
Treasurer Jayne Schwarz		District Counsel Tom Hart	
Secretary Bill Kulkoski		Assistant GM Karon Bennett	
Assistant Sec/Treas Karen Mars		Residents	

- I. **CALL TO ORDER** – Vice-Chair Overs
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Regular Board Meeting 08.05.2024 and Public Hearing 09.05.2024
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
- VII. **FINANCIAL REPORT** – Controller Lynn Brew
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Auditor Selection Committee - Supervisor Schwarz
 - Recommendation
 - Disband the Auditor Selection Committee
 - Ballroom Committee – Supervisor Mars
 - Concert Series Selection Committee – Select Committee Members
 - Facilities & Amenities Committee – Mary Koenig
 - Finance Committee – Dennis Popp
 - Golf Committee – Bruce Johnson
 - Holiday and Special Event Decorating Committee – No report.
 - Long-Range Planning Committee – Chair Young/Fred Gignac
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- IX. **OLD BUSINESS**
 - Goals and Objectives – Vice-Chair Overs
- X. **NEW BUSINESS**
 - Revision of Herons Glen Community Governing and Oversight Structure Document – Supervisor Mars
- XI. **RESIDENT COMMENTS**
- XII. **UPCOMING MEETINGS**
 - Monday, October 6, 2024—Golf Committee—9:00 a.m. CR-C/Zoom
 - Monday, October 6, 2024— Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, October 14, 2024—Finance Committee—9:00 a.m. CR-C/Zoom
 - Thursday, October 17, 2024— Facilities Committee—9:00 a.m. CR-C/Zoom
 - Monday, October 21, 2024— Board of Supervisors — 9:30 a.m. CR-C/Zoom – *Wendy will cover this meeting for Karon*
 - Monday, October 28, 2024—Long Range Planning Committee—9:00 a.m. CR-C/Zoom
- XIII. **ADJOURNMENT**

MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

September 30, 2024, at 9:30 a.m. in Card Room C

BOARD MEMBERS	PRESENT	OTHERS	PRESENT
Chair Howard Young	Zoom	GM J.B. Belknap	X
Vice-Chair Peter Overs	X	Controller Lynn Brew	X
Treasurer Jayne Schwarz	X	District Counsel Tom Hart	X
Secretary Bill Kulkoski	Zoom	Assistant GM Karon Bennett	X
Assistant Sec/Treas Karen Mars	X	Residents	

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 9:30 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – *Supervisor Schwarz made a motion to approve the minutes from the Regular Board Meeting on August 5, 2024. Supervisor Mars seconded the motion. **The motion was approved unanimously.** Supervisor Schwarz made a motion to approve the minutes from the Public Hearing on September 5, 2024. Supervisor Mars seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** – Counsel Hart advised the group that the Florida Legislature has passed a new statute that requires the District to include certain conditions in all its contracts. The District now must get an affidavit from every contracted vendor stating “In accordance with Florida statutes, and on behalf of the entity named below the undersigned officer or representative, hereby attests, under the penalty of perjury that to the best of my knowledge and reasonable belief, the entity does not use coercion, as that term is defined in the Florida Statutes for labor or services. The undersigned is authorized to execute this affidavit.”
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group as follows:
 - Ballroom Improvements:** Progress was made with the bar floor drains and stage curtain support, despite delays from the storm.
 - Storage Containers:** Surveyor Phil Mould aims to complete the final survey soon, with some storm-related delays. A low flow issue is being addressed with the local fire department.
 - Driving Range Restrooms:** Progress is noted, and Lee County has invoiced for the water and sewer hook-up, evidence that the LDO modification is moving forward.
 - Bocce Courts:** Shade structure posts at the South side of the courts were moved, and the courts are now open. Repairs to irrigation are underway.
 - #17 Bulkhead:** Awaiting a response from Engineer Jim Ink regarding County approval to add this project to the open LDOs.
 - Pool and Admin Restrooms:** Open but renovations incomplete with pending arrival of partitions and other upgrades in progress.
 - Tennis Courts:** MorSports is scheduled to replace lines and add Har-tru clay in early October, but rain delays are affecting progress.
- VII. **FINANCIAL REPORT** – Controller Lynn Brew reported on the August variances to budget:
 - Admin \$336 unfavorable, YTD \$96,795 favorable
 - Restaurant \$18,090 favorable, YTD \$139,453 unfavorable
 - Clubhouse \$3,134 favorable, YTD \$1,068 favorable
 - CLIS \$4,920 favorable, YTD \$47,875 favorable
 - Fitness \$1,673 favorable, YTD \$10,746 favorable
 - Golf Maintenance \$5,772 favorable, YTD \$3,726 favorable
 - Pro Shop \$23,348 favorable, YTD \$148,776 favorable
 - All Departments \$56,602 favorable, YTD \$169,532 favorable
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Auditor Selection Committee** - The Auditor Selection Committee, guided by Florida State law, was composed of three members. Supervisor Schwarz was required to serve as Chair. The other members included Dennis Popp, Chair of the Finance Committee, and Nicole Wilkin, a resident with a Florida CPA license. The bids for the new HGRD auditors closed on July 31st, and the committee opened, reviewed, and evaluated them in accordance with the evaluation criteria and the weight assigned in the RFP.

*Supervisor Schwarz made a recommendation to the Board to contract Clifford, Larson & Allen, the current auditors, for a fixed four-year term with six one-year options. The committee also unanimously recommended a fixed fee of \$37,800 for the fiscal year 2025 statements and pricing in CLA's proposal for the fiscal year 2026--2028 statement. These fixed fee quotes were offered provided that there are no significant changes in the District's operations, no changes to the scope of the audit, accounting, and reporting, and that management meets all deadlines with timely and accurate data. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

Counsel Hart presented Resolution 2024-17 to the Board: *Supervisor Schwarz moved to approve Resolution 2024-17, Supervisor Mars seconded the motion, and the Resolution was approved as follows:* A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURE FROM 2024/2025 OPERATING BUDGET FOR PREPARATION OF DISTRICT'S ANNUAL AUDIT REPORT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

*Supervisor Schwarz moved to discharge the Auditor Selection ad hoc committee as its work had been completed. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

Ballroom Committee – Supervisor Mars expressed concerns about the temperature of the sound room and the equipment overheating problems we are experiencing, particularly around the time that the A/C chillers were broken in the ballroom. GM Belknap will address the issue.

Concert Series Selection Committee – *Supervisor Schwarz moved to appoint Susan Atkin, Dennis Deluca, Joe Dotolo, Mary Koenig, and Susan Wasserott to the Concert Series Selection Committee. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

Facilities & Amenities Committee – The Board discussed the recognition of cornhole as a sanctioned activity. The acquisition of cornhole boards for community use was also discussed, with an estimated cost of \$3,700 to \$4,300. The Board was very clear that at this time the Recreation District will not accept any responsibility for costs, set-up or storage associated with the introduction of the cornhole game. The plan is to have these activities conducted by residents in a parking lot. The potential use of shuffleboard courts for cornhole games was also discussed, with concerns raised about maintenance and the need for additional storage or buildings. Supervisor Mars moved that Cornhole be recognized as a sanctioned District activity with the understanding that the District accepts no responsibility financial or otherwise for the activity. Supervisor Schwarz seconded the motion. The motion passed unanimously.

Mary Koenig brought forth a suggestion from the committee for complimentary snacks available at the bar. A discussion led by GM Belknap took place on the pros and cons of having complimentary snacks at the bar. *Supervisor Mars moved that snack be served at the bar free of charge. There was no second for the motion, therefor the motion fell to the floor without a vote. Chair Young made a motion that packaged snacks, such as those available in the Golf Shop, be available for a fee. Vice-Chair Overs seconded the motion. **The motion passed unanimously.***

Finance Committee – The Finance committee met to review the proposed property and casualty insurance for the period beginning October 1, 2024. The committee recommended the board accept the proposed policies.

GM Belknap stated that he signed the paperwork to bind coverage up until 4/30/2025 that changed coverage from a 2% wind insurance deductible to a 5% wind insurance deductible on the Ancillary property for a named storm. He added, it's just north of a \$5k savings for 7 months and suggested we revert to the 2% deductible upon renewal.

*Vice-Chair Overs made a motion to accept the proposal from Acrisure on the property and casualty insurance for FY 2025 subject to the reduction of the deductible for ancillary properties for the remaining period of the contract. Chair Young seconded the motion. **The motion was approved unanimously.***

Golf Committee – The Board discussed golf course concrete projects, and the use of the 2020 acquisition construction funds for golf cart path work, not to exceed \$82,000. Bruce Johnson advised the board that the committee was working with management seeking additional proposals for the golf course cart path and curb work. Multiple quotes are required for the work and the results are to be presented by management to the Finance Committee for bid oversight.

Counsel Hart presented 2024-18 to the Board. *A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR CART PATH AND CURB PROJECTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. Vice-Chair Overs moved to approve Resolution 2024-18, Supervisor Schwarz seconded the motion, and the Resolution was approved unanimously.*

Holiday and Special Event Decorating Committee – Vice-Chair Overs stated that Wendy Shea and Janine Stepanich need to decide what their needs are for decorations and schedule a meeting with the committee. It is up to management to convene the committee.

Long-Range Planning Committee – No report.

Problem-Solving Committee – No report.

Resident Events Committee – Gary Attalla stated that the committee is busy planning for another season. He added that they are considering another dance to take place in mid-summer since the last one was so successful.

IX. **OLD BUSINESS**

Goals and Objectives – Vice-Chair Overs and Counsel Hart advised the residents that each Special District must provide goals and objectives with measurable standards for providing quality programs and amenities like the clubhouse, restaurants, and golf course., The District will measure its performance in achieving its Goals and Objectives by producing an Annual Survey of Residents and Users with the Objective being to achieve a Satisfactory rating by at least a majority of respondents, excluding those who are either neutral or who express no opinion.

*Supervisor Kulkoski made a motion to approve the HGRD Goals and Objectives and have them placed on the [District Transparency](#) page of the District’s website. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

X. **NEW BUSINESS**

Revision of Herons Glen Community Governing and Oversight Structure Document– The Board agreed not to make changes to the document.

XI. **RESIDENT COMMENTS**

XII. **UPCOMING MEETINGS**

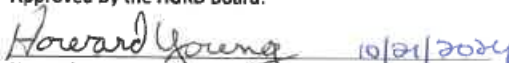
- Monday, October 6, 2024—Golf Committee—9:00 a.m. CR-C/Zoom
- Monday, October 6, 2024— Resident Events Committee — 1:00 p.m. Activities Room A
- Thursday, October 17, 2024— Facilities and Amenities Committee—9:00 a.m. CR-C/Zoom
- Monday, October 21, 2024— Board of Supervisors — 9:30 a.m. CR-C/Zoom –
- Monday, October 28, 2024—Long Range Planning Committee—9:00 a.m. CR-C/Zoom

XIII. **ADJOURNMENT** took place at 11:21 AM.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair Date