



**AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING**

February 5, 2024, at 9:00 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** – Chair Young
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Regular Board Meeting January 15, 2024.
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. - Election Details
  - Election Candidates - Tom Hart
  - Election Prep: Lynn Brew
    - Ballots:
      - Confirm Date
      - Confirm Location
      - Solicit Ballot Counting Staff
  - Meet the Candidates: Karon Bennett
    - Location
    - Questions
    - Moderator
    - Participants
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
  - A. Update on Bond Projects
  - B. Restaurant Reservation Follow-up
  - C. Update on Property and Liability Insurance and Related Expenses
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
  - A. Audit Committee – Supervisor Schwarz
  - B. Facilities & Amenities Committee – Elaine Sawyer
  - C. Finance Committee – Dennis Popp
  - D. Golf Committee – Bruce Johnson
  - E. Long-Range Planning Committee - Fred Gignac
  - F. Problem-Solving Taskforce – Supervisor Kulkoski
  - G. Resident Events Committee – Gary Attalla
- II. **OLD BUSINESS**
  - A. Volunteer Appreciation Event
  - B. Outcome of Electrician for the Ballroom

**III. NEW BUSINESS**

A. None

**IV. RESIDENT COMMENTS**

**V. UPCOMING MEETINGS**

- Monday, February 5, 2024—Resident Events Committee—1:00 PM —Activities Room A
- Monday, February 12, 2024— Finance Committee —9:00 AM — CR-C
- Monday, February 12, 2024—Golf Committee— 1:00 PM —CR-C/Zoom
- Monday, February 19, 2024—Board of Supervisors —9:00 AM—CR-C/Zoom
- Monday, February 26, 2024— Long-Range Planning—9:00 AM—CR-C/Zoom

**VI. ADJOURNMENT**



**MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING**

February 5, 2024, at 9:00 a.m. in Card Room C

| BOARD MEMBERS                  | PRESENT | OTHERS                     | PRESENT |
|--------------------------------|---------|----------------------------|---------|
| Chair Howard Young             | x       | 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        | x       | Assistant GM Karon Bennett | x       |
| Assistant Sec/Treas Karen Mars | x       | Residents                  | 5       |

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – *Vice Chair Overs made a motion to approve the minutes from the Regular Board Meeting on Regular Board Meeting January 15, 2024. Supervisor Mars seconded the motion. **The motion was approved unanimously.***
- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap provided an update on Bond Projects as follows:
  - Fitness Center/Pickleball Parking:** Hole Montes engineering will evaluate the fitness center space and explore additional vehicle parking opportunities to give us a proposal to move forward. The price for the initial proposal is \$2,500. Hole Montes would provide conceptual exhibits using CAD and aerial photos for the two areas in question that would create vehicular parking from golf cart parking. They will also provide a quick mockup of an additional area west of the fitness center to give us a loose idea of the amount of space needed and the number of parking spaces it would yield. If we decide to move forward after the initial study, they will draft a proposal that involves permitting plans (grading & existing conditions) for any new impervious areas, a Lee County LDO and possibly a SFWMD permit mod if needed.
    - *Supervisor Schwarz made a motion to move forward with the proposal from Hole Montes, not to exceed \$2,500. Vice Chair Overs seconded the motion. **The motion was approved unanimously.** GM Belknap will engage with Hole Montes immediately.*
  - Clubhouse Wind Insurance:** The wind policy is in force as of 2/1/24. The premium invoice totaling \$132,320 has been paid and coverage runs until 4/30/25.
  - Pickleball:** MorSports hasn’t given us pricing yet to rehab our 4 existing courts. Once the lighting permits are issued, MorSports will return to install the lights/repaint the courts. Stultz is having an issue getting the site company here about the foundation work on the east side of the courts which was expected to start last week.
  - Sports Complex:** Jim Ink said he received approval for the amendment and has requested the County to do their final inspection.
  - Pool Deck:** The lighting permit has been issued. Stultz is coordinating an inspection for the light poles next week. With respect to the ramp railing, since we do have a permit, the pool deck can be utilized. New signs outlining the new hours are ordered and will be installed once we receive Health Department approval on the lighting.
  - Bond Spend Down:** Supervisor Schwarz has been working with us on where we currently are with the bond projects relative to cash paid out and cash committed.GM Belknap then gave an overview of what remains to be spent on the

balance of the Bond projects since the updated and approved budget from June 2023. Attached is the handout which includes bond proceeds, interest paid into the Construction account, and cash payments made. The handout also shows what is expected to be expended on each area.

Due to the pandemic, supply chain and labor issues and the impact of hurricane IAN the District has not expended bond funds as quickly as planned. After consultation with our bond counsel, and to have in our bond file in case of future IRS audit, it was suggested the District get a letter from the engineer. Our engineer of record, Jim Ink is in the process of writing the certification letter.

**F&B:** Janine and Steve were included in the recent F&A Committee meeting to answer various food and beverage questions and to explain why we are recommending lounge reservations to the residents. To summarize, Janine told the committee that reservations are used as a tool to help both the service staff and the kitchen manage the operation more efficiently. If taking reservations weren't advantageous to the staff, we wouldn't do it and avoid controversy. We will be providing better resident communication and ensuring the hostesses are situationally aware. If residents come in without reservations, we need to provide them with options as opposed to turning them away. Janine felt that this may have happened early on, but they have taken corrective action. The lounge is the most popular area to sit, but if it's at full capacity, we will attempt to accommodate our residents and provide alternatives such as giving them an option to go to the bar and wait for a table to open up, seat them in the front dining area, the PDR or pool deck.

**Audit:** Controller Brew has been working with Cliff Larson Allen Assoc. ahead of the Audit/Finance meeting on the 12th. We will be working on the management discussion and analysis (MD&A) narrative this coming week. Audit packets were promised to be received by Wednesday and will be distributed so they can be viewed before the meeting on February 12th.

VI. **DISTRICT COUNSEL'S REPORT** - Thomas Hart, Esq. reported on the 2024 election details.

Counsel Hart received three applications for HGRD Board candidacy over the qualifying period. One applicant Lenny Prince signed the oath but under the provision for being a registered elector, or voter, he put N/A. Mr. Hart called Mr. Prince who said that he is a Canadian citizen who can't register to vote, making him ineligible for the position. Mr. Hart announced that Mr. Prince does not qualify to run for the Board of Supervisors. Therefore Mr. Hart moved forward with presenting Resolution 2024-02 canceling the election and declaring winners for the two qualified candidates. In the future, the notices for the elections will include in the findings section that you must be a registered voter in Lee County to be a Supervisor at Herons Glen Recreation District. This is not specific to HGRD, this is FL Law for Florida government entities.

Counsel Hart presented Resolution 2024-02 to the Board. *Chair Young moved to approve Resolution 2024-02, Supervisor Mars seconded the motion, and the Resolution was approved as follows:* A RESOLUTION CANCELING THE ELECTION FOR TWO MEMBERS OF THE BOARD OF SUPERVISORS OF HERONS GLEN RECREATION DISTRICT ON MARCH 26, 2024; ACCEPTING THE QUALIFICATION OF CANDIDATES PETER OVERS AND JAYNE SCHWARZ; DECLARING CANDIDATES PETER OVERS AND JAYNE SCHWARZ ELECTED TO THE POSITION OF SUPERVISOR FOR A TERM OF THREE YEARS COMMENCING APRIL 1, 2024.

Lenny Prince interjected and stated that he disagreed with the motion, insisting that he does qualify because he is a Herons Glen resident over the age of 18 years living in the community for over 90 days, and that there would be legal action if his application was not accepted. Mr. Prince requested that the Board cease with the motion. Discussion of the charter took place and Mr. Hart explained the importance of where FL Law and Florida Election statutes apply. ***The motion was approved unanimously.***

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

**Audit Committee and Finance Committee** – Supervisor Schwarz announced that the financial packets for the upcoming meeting would be distributed to their homes allowing time for review before the Monday joint Finance-Audit committees meeting with the Auditors.

**Facilities & Amenities Committee** – Supervisor Mars was not asked to bring forth anything from the Facilities & Amenities Committee.

**Golf Committee** – Bruce Johnson advised the group there was no update on the bulkhead for hole #17.

**Long-Range Planning Committee** - Fred Gignac announced that the annual survey closes this week. They will need one week to tabulate the results. An update will be provided and the committee will target April 1st to share the results.

**Problem-Solving Taskforce** – Supervisor Kulkoski shared that he had a meeting with GM Belknap to come up with alternatives for storage versus the 5,000 sq ft building.

**Resident Events Committee** – Martie Shea said the January food truck event got rained out. Farmer's Market doing well. Ben Allen sold out in 2 hours and ended up adding 3 more tables (318 people, 35 tables). The committee is considering adding a Fourth of July Sizzling Summer Night Bash. She advised that the Halloween dance is scheduled for October 31<sup>st</sup>, on Halloween. New Year's Eve entertainment is under contract. Entertainment/Bands for Thursday nights are booked through December 2024.

VIII. **OLD BUSINESS**

**Volunteer Appreciation Event** – GM Belknap mentioned having the event in the Ballroom and the lounge using the TVs to livestream the video with food was served throughout the building. This would be needed due to the number of board appointed committee members for the HGRD and the HOA in order to hold a combined event. A discussion ensued on the subject.

- Supervisor Mars moved to separate the two entities and continue with the volunteer appreciation event. Chair Young seconded the motion. ***The motion was approved unanimously.***

IX. **NEW BUSINESS**

The Board agreed to move the meeting scheduled for May 13, 2024 to May 20, 2024.

X. **RESIDENT COMMENTS**

Kathy Petrillo had the group elaborate on the F&A meeting including the hours of operation and closing the lounge at 6 pm on Thursdays when entertainment is on Thursdays in the ballroom.

XI. **UPCOMING MEETINGS**

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- Monday, February 12, 2024—Golf Committee— 1:00 PM —CR-C/Zoom
- Monday, February 19, 2024—Board of Supervisors —9:00 AM—CR-C/Zoom
- Monday, February 26, 2024— Long-Range Planning—9:00 AM—CR-C/Zoom

I. **ADJOURNMENT** took place at 10:26 a.m.

Submitted By:

Approved By HGRD Board:

  
Karon Bennett, Assistant GM  
Date 3/01/2024

  
Howard Young, HGRD Board Chair  
Date 3/01/2024