



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

January 6, 2025, 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** – Supervisor Mars
- III. **ROLL CALL** – Karon Bennett
- IV. **MINUTES** – Regular Board Meeting 12.06.2024
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
 - Resolution 2025-01 - Election
 - Amendment to Resolution 2024-20 - Windows & Doors
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Mary Koenig
 - Finance Committee – Dennis Popp
 - Golf Committee – Bruce Johnson
 - Holiday and Special Event Decorating Committee – Karon Bennett
 - Long-Range Planning Committee – Fred Gignac
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- VIII. **OLD BUSINESS**
 - Sports Memorabilia/Trophies in the Billiards Room – Chair Young
- IX. **NEW BUSINESS**
 - Appoint Supervisor of the Election
 - Discussion, Approval, and Timing of the 2025 Annual Survey – Chair Young
 - Change to F&A Charter – Supervisor Mars
 - Proposed Change to Storage Rules & Regulations Page 15 – Supervisor Mars
 - Shed and Container Storage Checklist– Supervisor Mars
- X. **RESIDENT COMMENTS**
- XI. **UPCOMING MEETINGS**
 - Monday, January 6, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, January 13, 2025—Golf Committee—9:00 a.m. CR-C/Zoom
 - Monday, January 20, 2025— Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, January 27, 2025— Joint Board and Finance (Audit) — 9:00 a.m. CR-C/** NO Zoom
- XII. **ADJOURNMENT**

MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

January 6, 2025, 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** – Supervisor Mars led the Pledge of Allegiance.
- III. **ROLL CALL** – Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – *Supervisor Kulkoski made a motion to approve the minutes from the Regular Board Meeting on 12.06.2024. Vice Chair Overs seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** - Counsel Hart presented Resolution 2025-01 to the Board: Supervisor Kulkoski moved to approve Resolution 2025-01, Vice Chair Overs seconded the motion, and the Resolution was approved as follows: A RESOLUTION CALLING AND FIXING AN ELECTION FOR TWO (2) MEMBERS OF THE BOARD OF SUPERVISORS OF THE HERONS GLEN RECREATION DISTRICT ON MARCH 25, 2025; DESIGNATING HOURS AND PLACE OF VOTING; PROVIDING FOR QUALIFICATIONS; AND OTHERWISE PROVIDING FOR THE HOLDING OF SAID ELECTION. Candidate qualifying shall commence on January 27, 2025, and conclude at 5:00 p.m. on February 3, 2025.
Counsel Hart presented Resolution 2025-02 which amends prior Board action. An additional Clubhouse window was determined to need replacement and the Contractor price increased from the original amount of \$206,000 to \$211,000. Supervisor Kulkoski moved to approve Resolution 2025-02, Chair Young seconded the motion, and the Resolution was approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT AMENDING RESOLUTION 2024-20 APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR CLUBHOUSE WINDOWS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group on the Bond Projects as follows:
Change in Engineers: The agreement with Jim Ink was terminated, and Hole Montes Engineering is taking over the remaining projects. They will develop an engineering scope sheet and price proposal for the remaining projects including the #17 bulkhead. Progress is ongoing.
Storage Container Area: Awaiting site permit approval from Lee County; potential adjustments to the site plan include centralizing all containers and relocating golf carts in order to address fire code requirements. Hole Montes will evaluate land use and compliance needs.
Facilities Maintenance Storage & Ballroom Bar: County review delays persist; permits are expected by early February with construction to follow.
Stage Curtain and Motor: Hiles Curtian completed the track extension on the rear curtain. The motor installation to operate the front curtain is still pending. Hiles Curtains advised against installing side curtains due to structural and safety issues.
Pickleball Courts: Ritzman Courts has begun rehabbing the original courts.; a paint color issue caused delays, but progress is satisfactory. The two newly painted courts should be playable by mid-January. Once all the pickleball courts are finished Ritzman will evaluate the reported cracks in the shuffleboard courts.

CLIS Irrigation System: We are awaiting quotes from Mainscape for a 2-wire technology upgrade. The quotes will be for both Baseline & Rainbird. Mainscape continues to install new multi-strand wires to the homes where irrigation is not functioning properly. Temporary solutions include battery timers and manual sprinkler operation to address irrigation issues.

Cart Path Work: Curb King Construction has completed the golf course cart path concrete work. Because of land use questions, i.e. additional parking for the fitness center and the possible conflict with a third pickleball court, it was decided not to concrete the shell path going from #10 green to the road/up to the fitness center.

Handicap Doors: GM Belknap is exploring low-energy automatic doors. Although the opening feature is not required by federal ADA laws, the board agreed that further investigation is warranted due to the demographic in the Glen.

Pool Water Feature: Nate Baers, facility maintenance manager is contacting the company regarding Repairs for a leak on the fountain..

USGA Visit: Agronomist scheduled for January 20th; feedback from golfers on golf course conditions is positive.

November Financial Food & Beverage Report: The budget variance was overstated. Although November's revenue increased 20% and payroll decreased 10% as a variance to budget in November, errors in the inventory account impacted cost of sales accuracy. Procedures are being reviewed for consistency in all areas of the reporting process. December's numbers should adjust, and the YTD an accurate accounting of where we stand after the first quarter.

A detailed list of project scope was provided board members and will be used as a basis for community communications.

Resident comments concerning bocce and the sports complex: The playability of the bocce courts, the replacement of select pavers, the relocation of the shed, and the installation of shade structures were topics of discussion. GM Belknap will collaborate with the building maintenance team to ensure the requested repairs and improvements are addressed. He will also look at the spacing of the benches.

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – No meeting.

Finance Committee – No meeting. Supervisor Schwarz advised that management needed to complete the work with the auditors so that draft audit financial statement packages are available for the upcoming Joint Board and Finance meeting and delivered 2 weeks ahead of time.

Golf Committee – No meeting.

Holiday and Special Event Decorating Committee – No meeting.

Long-Range Planning Committee – The committee did not meet in person however work has continued on the annual survey.

Media Resources – Karon Bennett will follow up on the application for volunteer Jeff Jensenn

Problem-Solving Committee – Beth Brucker was thanked for her assistance with the drawings for the cargo containers to be submitted to the county.

Resident Events Committee – Martie Shea reported a very successful sold-out New Year's Eve party. Attendees had a great time. The dance floor was full all night, and everybody was happy with the outcome. The board was asked about potential dates for restaurant closures over the summer. The board suggested that if the committee was looking at a summer event it should consider booking something at the end of July.

VIII. **OLD BUSINESS**

Sports Memorabilia/Trophies in the Billiards Room – Chair Young explored the possibility of utilizing the unused space in the Billiards Room to display sports memorabilia and trophies. After discussion, the Board decided not to proceed with this suggestion.

IX. **NEW BUSINESS**

Appoint Supervisor of the Election – Supervisor Mars made a motion to appoint Controller Lynn Brew as the Supervisor of Elections for the 2025 election season. Vice Chair Overs seconded the motion. **The motion was approved unanimously.**

Discussion, Approval, and Timing of the 2025 Annual Strategic Planning Survey – The Board made some final changes to the annual survey. The survey was scheduled for release on Wednesday, January 7, 2025, and will close on Wednesday, January 22, 2025.

Change to F&A Charter – Supervisor Mars moved that the Facilities & Amenities Charter be amended as discussed to include the words “and amenities” on #3 and to read “recurring issues in the general operation of the District “ on #4. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.**

Shed and Container Storage Checklist – Supervisor Mars presented the draft of a form to be completed annually by those groups who have been allowed to use space in HGRD owned storage. Supervisor Mars moved that the Board adopt the Shed and Storage Checklist. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.**

Proposed Change to Storage Rules & Regulations Page 15 – Supervisor Mars moved that the Board revise the HGRD Rules and Regulations Number 2 to reflect, not just the container storage, but also our shed storage and eliminate 3 of those items because they're listed on the Shed and Container Storage Checklist. Items were also listed to clarify management’s oversight of all storage areas. Vice Chair Overs seconded the motion. **The motion was approved unanimously.**

X. **RESIDENT COMMENTS** – No comments were submitted.

XI. **UPCOMING MEETINGS**

- Monday, January 6, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, January 13, 2025—Golf Committee—9:00 a.m. CR-C/Zoom
- Monday, January 20, 2025— Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, January 27, 2025— Joint Board and Finance (Audit) — 9:00 a.m. CR-C/** NO Zoom

XII. **ADJOURNMENT** took place at 11:05 a.m.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair Date



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| 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** – Chair Young
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Regular Board Meeting 01.06.2025
- 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**
 - 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 – Fred Gignac
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
 - Bond Project Commitments
 - Bond Summary Letter Review
 - Appoint the Board Representative to the Election
 - Confirm Meet the Candidates Time
- XI. **RESIDENT COMMENTS**
- XII. **UPCOMING MEETINGS**
 - Monday, January 27, 2025— Joint Board and Finance (Audit) — 9:00 a.m. CR-C/** NO Zoom
 - HGRD Board Election Candidate Qualifying Period: January 27 — February 3 @ 5:00 p.m.
 - Monday, February 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, February 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, February 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
 - Monday, February 10, 2025 — Long Range Planning Committee — 1:00 p.m. CR-C/Zoom
 - Monday, February 17, 2025— Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, February 17, 2025 — Golf Committee—1:00 p.m. CR-C/Zoom
 - Monday, February 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- XIII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

January 20, 2025, 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 | 3 |

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Chair Young led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett; attendees are listed above.
- IV. **MINUTES** – *Chair Young made a motion to approve the minutes from the Regular Board Meeting 01.06.2025. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

DISTRICT COUNSEL’S REPORT - Counsel Hart presented Resolution 2025-03 to the Board: Supervisor Mars moved to approve Resolution 2025-03, Supervisor Schwarz seconded the motion, and the Resolution was approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT AMENDING THE CHARTER OF THE FACILITIES & AMENITIES COMMITTEE; PROVIDING FOR THE GENERAL AUTHORITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Resolution 2025-04 was presented to the Board: Supervisor Mars moved to approve Resolution 2025-04, Vice-Chair Overs seconded the motion, and the Resolution was approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT AMENDING THE DISTRICTS’ RULES & REGULATIONS REGARDING STORAGE; PROVIDING FOR THE GENERAL AUTHORITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Resolution 2025-05 was presented to the Board: Supervisor Mars moved to approve Resolution 2025-05, Vice-Chair Overs seconded the motion, and the Resolution was approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2024-2025 RESERVE FUNDS FOR PICKLEBALL COURT REPAIRS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

The announcement for the upcoming HGRD Board Election will go to residents via email on January 20, 2025, and will be posted on the HGRD website. Qualifying for the HGRD Board Election shall commence on January 27, 2025, and conclude at 5:00 p.m. on February 3, 2025.

- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap provided the following update:
H-2B Auto Accident: Two employees were involved in a minor accident; no injuries initially, but one later sought treatment for back pain. The accident was the other driver’s fault. Due to the estimated cost of repairs, the Board instructed management to start looking for a replacement vehicle. There are funds in the 2025-26 reserve budget for replacement. This purchase may need to be moved forward. Car rental costs are being managed out-of-pocket and depending on the insurance adjuster’s report may be reimbursable.

Engineering Projects: Progress on multiple projects remains slow due to Lee County delays in permitting and their review responses. Survey work for the GCM area showing boundaries to better understand the placement of storage containers, golf carts, etc for golf and maintenance is being done. Hole Montes will provide the base map and additional information for a fixed fee of \$4,750.

Ballroom Bar: The refrigeration unit purchased for the ballroom bar has been placed at the temporary bar to give staff additional cold storage; permitting approvals are expected in early February. Lighting concerns are to be addressed at an upcoming meeting.

Stage Curtain Motor: Scheduled for installation today for the front stage curtain.

Pickleball Courts: Weather is delaying the completion of the courts, but the final work should be finished this week.

Shuffleboard Courts: Repairs are being reassigned to different company personnel due to contractor labor shortages within the company repairing the pickleball courts.

CLIS Irrigation System: Wiring and other repairs continue. Potential upgrades are under review, as specs are under development.

Pool Water Feature: Facilities Maintenance Staff will identify and repair the leak.

BNT Windows & Doors: Quote expected soon for automatic door openers. GM Belknap will follow up on having tinting added to the windows in the lounge and other dining areas.

USGA Visit: An agronomist visit is scheduled for Monday for a course evaluation.

Bocce North Shade Structures: Awaiting timeline confirmation.

CLA Audit: The audit was smooth; a debrief meeting is set for Tuesday.

VI. **FINANCIAL REPORT** – Controller Lynn Brew reported on the December financial variances as follows:

- Admin \$394 unfavorable, YTD \$15,258 favorable
- Restaurant \$747 favorable YTD \$101,322 favorable
- Clubhouse \$5,680 unfavorable, YTD \$13,293 favorable
- CLIS \$3,704 favorable, YTD \$21,068 favorable
- Fitness \$1,598 unfavorable, YTD \$4,366 favorable
- Golf Maintenance \$1,773 unfavorable, YTD \$30,909 unfavorable
- Pro Shop \$17 favorable, YTD \$29,537 favorable
- All Departments \$4,977 unfavorable, YTD \$153,936 unfavorable
- From Golf Operations \$1,756 unfavorable, YTD \$1,372 unfavorable
- From Other than Golf Operations \$3,221 unfavorable, YTD \$155,308 unfavorable

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

- Facilities & Amenities Committee – No report.
- Finance Committee – No report.
- Golf Committee – No report, however, the committee recently took a tour of the golf maintenance facility which was informative.
- Holiday and Special Event Decorating Committee – No report.
- Long-Range Planning Committee – Over 800 people completed the Strategic Planning survey. Results will be presented in the next couple of weeks.
- Media Resources – Assistance is needed with the spotlights and stage lights during events in the ballroom. Resident groups may need to plan on hiring a person or company to fill the role. Karen Mars will work with Karen Jessop on this.
- Problem-Solving Committee – No report.
- Resident Events Committee – Gary Attalla reported that as expected, tickets for the Ben Allen show sold out in one day. Business is picking up for the Farmers Market and K&B's food truck. The puzzles used in the puzzle contests will be donated to an outside charity.

VIII. **OLD BUSINESS** – Deb Gariepy will complete a donation form for the District indicating that she will donate hooks for the shed in the bocce area to hold towels. Once received in the HGRD Office Mr. Gariepy will install the hooks.

Bank Accounts: Supervisor Schwarz informed the group that the new owner capital was moved to the reserves account making this one account. This change will need to be noted in the Policies & Procedures document since all are in one account now. Supervisor Schwarz will provide the wording for the Policies & Procedures and Supervisor Mars will make the change after Board approval.

IX. **NEW BUSINESS**

Bond Project Commitments: GM Belknap explained that after looking at our bond balance and future interests, we need to expend \$545,000 by the end of April 2025. After yield reductions, the bonds have earned \$356K in interest. Therefore total construction and acquisition funds from the 2020 bond were \$13.3M.. By the end of April, the stage motor will be installed, the ballroom bar should be finished, the north Bocce structure should be completed, as well as the BNT Doors & Windows on order.

The following will NOT be completed by the deadline: Driving Range Restrooms, Storage Containers, CLIS electrical two-wire, and #17 Bulkhead.

Discussion took place on the need for the replacement of windows in the restaurant along with their need for shaded glass to block light while guests are dining. *Vice-Chair Overs made a motion to authorize bond funds to allow for the purchase and installation of windows in the restaurant not to exceed \$160k. Supervisor Mars seconded the motion. The motion was approved unanimously.*

Bond Summary Letter Review: Rather than review the letter and attachment for the Bond Project Summary, the group will review and share comments with Karon Bennett who will update the document for review at the next Board meeting.

The Board unanimously agreed that Vice-Chair Overs should assist in the 2025 HGRD Board Election as he has done previously. Vice-Chair Overs consented to taking on the role.

Confirm Meet the Candidates Time: The group agreed to move the time for the Meet the Candidates to 5:00 p.m. in the ballroom on Thursday, March 6, 2025. This change could enable residents who work during the day to attend the event.

X. **RESIDENT COMMENTS** – No further resident comments were presented.

XI. **UPCOMING MEETINGS**

- Monday, January 27, 2025— Joint Board and Finance (Audit) — 9:00 a.m. CR-C/** NO Zoom
- HGRD Board Election Candidate Qualifying Period: January 27 — February 3 @ 5:00 p.m.
- Monday, February 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, February 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, February 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
- Monday, February 10, 2025 — Long Range Planning Committee — 1:00 p.m. CR-C/Zoom
- Monday, February 17, 2025— Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, February 17, 2025 — Golf Committee—1:00 p.m. CR-C/Zoom
- Monday, February 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

I. **ADJOURNMENT** took place at 10:32 a.m.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair Date



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| BOARD MEMBERS | PRESENT | OTHERS | PRESENT |
|--------------------------------|---------|--|---------|
| Chair Howard Young | | Ryan Schmidt – Acrisure Area President | |
| Vice-Chair Peter Overs | | GM J.B. Belknap | |
| Treasurer Jayne Schwarz | | Controller Lynn Brew | |
| Secretary Bill Kulkoski | | District Counsel Tom Hart | |
| Assistant Sec/Treas Karen Mars | | Assistant GM Karon Bennett | |
| | | 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 01.20.2025
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **PROPERTY INSURANCE DISCUSSION CONCERNING RENEWAL STRATEGIES** - Ryan Schmidt, Acrisure Area President
- VII. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
- VIII. **FINANCIAL REPORT** – Controller Lynn Brew
- IX. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - 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 – Fred Gignac
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- X. **OLD BUSINESS**
 - Bond Project Commitments
 - USGA Visit Results
- XI. **NEW BUSINESS**
 - Presentation by Butterfly Garden Association Representatives
 - Community Survey Sharing of Results – Chair Young
 - Activities vs Amenities – Supervisor Kulkoski
 - Committee Volunteer Interest – Karon Bennett
 - Library Bookshelves – Supervisor Mars
- XII. **RESIDENT COMMENTS**
- XIII. **UPCOMING MEETINGS**
 - Monday, February 17, 2025 — Golf Committee—1:00 p.m. CR-C/Zoom
 - Monday, March 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, March 3, 2025 — Facilities & Amenities Committee — 1:00 p.m. CR-C/Zoom
 - Monday, March 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Thursday, March 6, 2025 – Meet the Candidates — 5:00 p.m. Ballroom
 - Monday, March 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
 - Monday, March 24, 2025 — Golf Committee — 1:00 p.m. CR-C/Zoom
 - Tuesday, March 25, 2025 — Ballot Counting — 4:00 p.m. CR-C
 - Wednesday, March 26, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- XIV. **ADJOURNMENT**



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| BOARD MEMBERS | PRESENT | OTHERS | PRESENT |
|--------------------------------|---------|--|---------|
| Chair Howard Young | X | Ryan Schmidt – Acrisure Area President | X |
| Vice-Chair Peter Overs | X | GM J.B. Belknap | X |
| Treasurer Jayne Schwarz | X | Controller Lynn Brew | X |
| Secretary Bill Kulkoski | X | District Counsel Tom Hart | X |
| Assistant Sec/Treas Karen Mars | X | Assistant GM Karon Bennett | X |
| | | Residents | 19 |

- 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** – Supervisor Kulkoski made a motion to approve the minutes from the Regular Board Meeting on 01.20.2025. Supervisor Mars seconded the motion. **The motion was approved unanimously.**
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. stated that the HGRD Board election is underway and scheduled for March 25. Election documents have been printed and will be mailed at the end of the month.
Counsel Hart will draft a compliance list for the Board’s annual report to be posted on the website.
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group as follows:

Engineering:

- GM Belknap is waiting on an update regarding the LDO modification for the storage area and related land survey. A face-to-face meeting with the lead reviewer has not been secured. GM Belknap has reached out to local representatives for assistance in facilitating the meeting. The survey information will determine how much land we have available in the GCM area. Based on the containers having to be pushed together, Innovar Structures will modify the engineering plans resulting in an additional \$2k expense. A fourth container was delivered this past week.
- Driving Range restrooms: Denmark Commercial Construction has started the process of creating these building plans for the driving range required for building permits which can be submitted but will not be released until the LDO is issued.
- A meeting took place with John Baker on developing an asphaltting plan for the clubhouse and surrounds. The group discussed the Bowman (Hole Montes) \$29k proposal to manage the project, which includes bid coordination and permitting.
Supervisor Overs moved that the Bowman proposal in an amount not to exceed \$29,000 be approved. Funds are to be taken from bond construction and acquisition funds. Supervisor Mars seconded the motion. The motion passed unanimously.

Kitchen Electrical: Kirkwood Electric conducted a full audit throughout the kitchen/restaurant area, installed a voltage monitoring system, and will provide a report with findings and recommendations.

Window & Door Replacement: The project is scheduled to begin on February 24, and residents have been notified.

#5 Restroom: A wiring failure from an old exhaust fan caused smoke to billow from the attic at the #5 restroom on Embarcadero. The fire department arrived and quickly suppressed the fire threat. Due to the wire damage, there is still no electricity to the building. However, Kirkwood Electric is scheduled to re-wire the building and replace the exhaust fans. Once they are finished, LCEC will inspect and reset the meter. Because the power is temporarily off, the lights and ice machine are inoperable. We have placed temporary battery lights in the restroom until power is restored. Denmark

assessed the damage; it appears that there is no structural damage but remediation is pending a quote and a permit through LCEC.

Ballroom Bar: The permit has not been granted. Trim work, granite installation, and wall painting are scheduled.

Storage Containers: Footers and electrical work for eight storage containers will require bidding. A cost estimate is in progress.

Bocce North Shade Structures: Stoney of Dragon Recreation Services has committed to installing the structures by the end of March.

Walk-In Cooler for Beer: The evaporator coil in the kitchen walk-in cooler is failing. The beer keg room is crowded. Its small size (48" 80") has been difficult to operate in when changing out the kegs. Instead of replacing two separate evaporator coils and condenser units at a combined cost of \$32K plus new boxes to replace the rusted ones, a new \$46K combo unit is recommended to increase storage, improve accessibility, and address health department concerns. Costs for extending beer lines and a potential sprinkler relocation would be minor.

*Supervisor Schwarz made a motion to authorize expenditures up to \$55k to purchase a replacement cooler for the restaurant from Bond funds which includes the condenser and evaporator coil. Vice Chair Overs seconded the motion. **The motion was approved unanimously.***

CLIS Operations & 2-Wire Project - After communicating with Mainscape about recent water issues. The following was sent out about the back half of the community. *"Mainscape has had multiple customer service requests (CSRs) for irrigation not operating on the following streets: All of Skyler; Part Rue Alec Loop; Part Calle Cristal Ln; Majority of Via Montana Way; Odd side of Kayla Lane; All of Kaidon Ln; Common area along Herons Glen Blvd; All Athenian; All of Via Athena. Mainscape now has these areas operational, and homeowners should see irrigation during their next scheduled run cycle. The issues are related to three controllers and damaged sections of the irrigation control wire. A temporary wire has been run to allow operation, but the team will permanently install a new wire as quickly as possible. Another update will be sent out once the wire is installed/buried. On Monday, Mainscape will provide a list of homes with active CSRs and will close those out with a general statement explaining the electrical issues and expectations of when they should see normal watering take place."*

With the time spent repairing the existing system, Mainscape has not provided a quote for updating the two-wire system.

2025 Asphalt Resurfacing Proposal - Supervisor Overs proposed that the Recreation District contract with Bowman on the asphalt resurfacing not to exceed \$29k pending General Manager and District Counsel approval. The Board agreed and Counsel Hart will provide a resolution.

- VII. **PROPERTY INSURANCE DISCUSSION CONCERNING RENEWAL STRATEGIES** - Ryan Schmidt, Acrisure Area President led a discussion and review of the current insurance program for any changes needed, and the current state of the insurance market. The group set the strategic direction for the HGRD to take in the insurance renewal process. The Finance Committee participated in the discussion. The committee will follow up with Mr. Schmidt at their next meeting when rate quotes will be available. Committee recommendations will be provided to the Board at their April 28, 2025 meeting.

Mr. Schmidt mentioned the increasing sophistication of cyber threats, including email fraud schemes as well as voice and video software mimicking individuals. He stressed the importance of employee training on cyber threats.

A 15-minute break took place and the meeting reconvened at 10:40 a.m.

VIII. **RESIDENT COMMENTS**

Steve Christensen asked GM Belknap about the shuffleboards being under repair; Denmark will have someone looking at the cutlines in all eight courts. Mr. Christensen asked about the money to be spent on CLIS system repairs and if there is enough in the bond to cover all the CLIS repairs. Communications have explained that we have been working on two things. We changed out all the valves to Hunter valves and now we are going after the electrical from the super decoders to the valves. The Two-Wire Baseline System has been identified as a better system than what we have in place. Failures

in the lines have significantly increased in the last few years. The need to change the 30-year-old multiwire was not identified before the latest bond was issued. The Board will investigate every avenue to avoid the need for a special assessment to fund the project.

Emily Dorman requested an update on the addition of handicapped electronic door openers for HGRD facilities. Although the opening feature is not required by federal ADA laws, GM Belknap has reached out for an electrical bid from Kirkwood Electric for powering up automatic doors. He expects that the estimate will be approximately \$5-6k per door.

Kim Basille, President of the Butterfly Garden Society, thanked the Board for the green space to use for the garden and shared that Butterfly Garden Society members have invested \$50k in donations to the garden since 2019 without HGRD or HOA funding. She feels that the garden is a valued community space, but as residents age, they can no longer manage maintenance. The society requested \$3,600 annually from the HGRD for professional landscaping services. As part of the request, the Society would continue fundraising for plant replacements or hurricane repairs. Supervisor Kulkoski offered to prepare a motion and present it at the next Board meeting. Chair Young added that the supporting documents for the society's request must be submitted to the Board.

Steve Christensen asked about the results of a recent community survey, focusing on the interest in cornhole as a potential new amenity. This was discussed later in the meeting as it was already on the agenda.

IX. FINANCIAL REPORT – Controller Lynn Brew reported on the January's financial variances as follows:

- Admin \$1,407 favorable, YTD \$16,665 favorable
- Restaurant \$1,873 favorable YTD \$103,195 favorable
- Clubhouse \$1,815 favorable, YTD \$15,108 favorable
- CLIS \$7,574 favorable, YTD \$28,642 favorable
- Fitness \$2,140 favorable, YTD \$6,506 favorable
- Golf Maintenance \$(4,540) unfavorable, YTD \$(35,449) unfavorable
- Pro Shop \$3,592 favorable, YTD \$33,130 favorable
- All Departments \$13,861 favorable, YTD \$167,797 favorable
- From Golf Operations \$(948) unfavorable, YTD \$(2,320) unfavorable
- From Other than Golf Operations \$14,809 favorable, YTD \$170,117 favorable

X. COMMITTEE REPORTS & RECOMMENDATIONS

Facilities & Amenities Committee – In November the committee received a request to paint the storage building by the pickleball courts. In response to that, on January 6th the Board updated the storage section of the Rules and Regulations to clarify the ownership and control of storage locations and to address any requested changes. This included a group leader signature form that will be kept on file in the Administration Office and reviewed annually. Management will provide notice of the addition to the Rules & Regulations concerning storage to the residents via email. Concerns were expressed about the unauthorized sign on the HGRD storage shed at the pickleball area. GM Belknap is to address the painting.

Finance Committee – Larry Pedersen praised the staff for the work done on this year's audit. It was the best audit we have had in years.

Golf Committee – No report.

Holiday and Special Event Decorating Committee – No report.

Long-Range Planning Committee – Jeff Buxton advised the group that their last meeting focused on the results of the resident survey. Chair Young added that we have memorialized the use of the survey based on the Strategic Plan. The results will be sent out following the meeting. The survey results reflect the tone, the needs, and the wants of the community which was the intent when it was added to the Strategic Plan. We had over 800 residents respond.

Media Resources – Karen Jessop mentioned the trouble the committee is having with getting volunteers with experience in using soundboards or lightboards. She will investigate options for hiring outside help for audio/visual support for resident sponsored events such as chorus and the play. Gary Attalla added that he has been told that it is hard to

volunteer for committees. Volunteer forms are available in the Administration Office. All the forms are kept on file for upcoming committee openings. The terms of your standing committee expire on April 30th of every year. Ad Hoc committees are continuous until someone resigns or the committee completes its work and dissolves.

Problem-Solving Committee – No report.

Resident Events Committee – Gary Attalla stated that the recent cornhole event had 80 participants and over 100 spectators. The ice cream truck which came on the same day also did well. A lot of people are partaking in these events. The Ben Allen show has sold out. The Farmer’s Market is doing better. Coming up in March is a truck festival and an ice cream truck.

Steve Christensen updated the group on how the process of putting together the cornhole tournaments worked. Chair Young asked for the estimate for the cost of purchasing the cornhole boards and supplies, Mr. Christensen responded by saying the cost depends on whether or not they could use the shuffleboard area or if there was a need for astroturf. Pads to put under the boards could be \$600 bringing the cost of 8 boards and supplies to between \$3,700 to \$4,200. All weatherboards could be \$600 but research shows that they don’t hold up well.

XI. **OLD BUSINESS**

USGA Visit Results - The District recently commissioned an inspection of our golf course by the United States Golf Association’s golf course consulting service. This service provided by the USGA is a valuable tool to help us improve turf health, provide the best possible golfing experience, and extend the life of the course. We have been provided a thorough assessment of the golf course and reviewed a checklist of nearly 50 quantitative and qualitative items related to playing quality. The Board thanked the Golf Maintenance team for all their knowledge, hard work, and dedication, which was reflected in the report.

XII. **NEW BUSINESS**

Community Survey Sharing of Results – Chair Young asked if all of the Board members had a chance to review the entire survey presentation to be sent to the residents and posted on the website; Supervisor Kulkoski emphasized the importance of the demographics of the community when considering activities and amenities. Steve Christensen inquired about the level of interest in cornhole becoming a sanctioned HGRD amenity, as reflected in the annual survey. A total of 239 residents (38% of those who expressed an opinion and approximately 11% of the total community) indicated support for cornhole as a sanctioned amenity. Mr Buxton stated that this level of interest exceeds the utilization of pickleball courts and he then compared it with other amenities, noting, that it falls below the importance ratings of existing amenities.

Some members of the group noted that this survey question appeared to assess whether cornhole should become an amenity, whereas no similar question was posed for other amenities, making the comparison inconclusive. The group discussed the significance of these results and their implications for decision-making regarding community amenities. Mr. Christensen stated the cornhole group’s intentions to the Board and expressed his disappointment in what he considered a lack of guidance. Chair Young explained that the Board would review the data received and he would respond directly to Mr. Christensen on a later date. Further conversation focused on the restaurant, financial results, and opportunities to make comments in the survey.

Activities vs Amenities – Supervisor Kulkoski suggested establishing a \$10,000 annual budget for the General Manager to match funding requests from resident supported sanctioned “Activities” not classified as District supported “Amenities”. Factors to be considered for matching funds include the activity’s longevity in the community, resident participation, alignment with the Recreation District’s mission, aesthetic benefits, and encouragement of new activities. Requests exceeding \$5k or involving new or modified land use would require Board approval. Previously approved requests would not guarantee future funding. Existing agreements regarding storage and property use would remain unaffected.

It was also discussed that a similar process had been tried previously with the requirements that any purchases must not be consumable and must be available for use by all residents. This resulted in closets being built in Activity A and TVs installed in some clubhouse rooms. This process was eventually abandoned as it was cumbersome, created a great deal of paperwork, and consumed much committee and staff time. Also, after a few initial purchases, some proposed projects seemed to have marginal value.

The discussion concluded with an understanding that the Board may need to address the evaluation of activities and whether it wants to consider supporting all activities.,

Each Board member will give it some thought and the subject will be discussed at the next Board meeting.

Committee Volunteer Interest – The Board discussed the structure of the HGRD committees and the recruitment of volunteers. Standing Committees expire on April 30, and the Board selects replacements in May. Ad hoc committees only fill vacancies as they arise, so volunteer requests for those should be clear about availability limitations. Recruitment for the Concert Series should not happen until preview show dates are confirmed in the fall. Wendy Shea has a process for recruiting those volunteers. The Board agreed that the return date for applications should be April 1st, allowing time for appointments before the May 1 deadline. Supervisor Mars will make changes to the draft email for Board approval at their meeting on March 3rd.

Library Bookshelves – Supervisor Mars noted that the bookcases had been installed about a year ago, and based on the practice used during renovation, it was time to evaluate if additional bookcases were needed. She believed that additional bookcases were needed to complete Card Room B. *Supervisor Schwarz made a motion to authorize expenditures from the bond not to exceed \$4,500 for up to three 42-inch wide bookcases for Card Room B including shipping, delivery, and set up. Vice-Chair Overs seconded the motion. The motion was approved unanimously.*

Election Committee Volunteers – *Vice-Chair Overs made a motion to approve the following randomly selected volunteers to the Election Committee: Pat Colucci, Maureen McCarren, Shirley Hrabar, Bob Herbstritt, Karen Jessop, Pat Crytser, and Kathleen Olsen. Supervisor Mars seconded the motion. The motion was approved unanimously.*

XIII. **RESIDENT COMMENTS**

Discussion ensued regarding irrigation, with comments on numerous properties observed running water outside of the permitted times established by Lee County. The Board contemplated implementing fines for residents who violate these watering restrictions, as unauthorized use reduces available water for those who comply. A proposal will be drafted outlining a warning system and escalating fines. Once approved, the policy will be communicated to residents before enforcement begins.

XIV. **UPCOMING MEETINGS**

- Monday, February 17, 2025 — Golf Committee—1:00 p.m. CR-C/Zoom
- Monday, March 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, March 3, 2025 — Facilities & Amenities Committee — 1:00 p.m. CR-C/Zoom
- Monday, March 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Thursday, March 6, 2025 – Meet the Candidates — 5:00 p.m. Ballroom
- Monday, March 24, 2025 — Golf Committee — 1:00 p.m. CR-C/Zoom
- Tuesday, March 25, 2025 — Ballot Counting — 4:00 p.m. CR-C (or is this election day)
- Wednesday, March 26, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom

XV. **ADJOURNMENT** took place at 12:37 p.m.

Submitted By:

 3/03/2025
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

 3/03/2025
Howard Young, HGRD Board Chair Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

March 3, 2025, 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 | | | |
| Vice-Chair Peter Overs | | GM J.B. Belknap | |
| Treasurer Jayne Schwarz | | Controller Lynn Brew | |
| Secretary Bill Kulkoski | | District Counsel Tom Hart | |
| Assistant Sec/Treas Karen Mars | | Assistant GM Karon Bennett | |
| | | Residents | |

- I. **CALL TO ORDER** – Chair Young
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Schwarz
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Regular Board Meeting 02.17.2025
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
 - Resolution 2025-06 Bond Improvements
 - Website Narrative for Goals and Objectives
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - 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 – Fred Gignac
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- VIII. **OLD BUSINESS**
 - Committee Volunteer Interest – Supervisor Mars
- IX. **NEW BUSINESS**
 - Volunteer Appreciation – Gift Card or Party
- X. **RESIDENT COMMENTS**
- XI. **UPCOMING MEETINGS**
 - Monday, March 3, 2025 — Facilities & Amenities Committee — 1:00 p.m. CR-C/Zoom
 - Monday, March 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Thursday, March 6, 2025 – Meet the Candidates — 5:00 p.m. Ballroom
 - Monday, March 10, 2025 — Long-Range Planning Committee — 1:00 p.m. CR-C/Zoom
 - Monday, March 24, 2025 — Golf Committee — 9:00 a.m. CR-C/Zoom
 - Tuesday, March 25, 2025 — Election Day & Ballot Counting — 4:00 p.m. CR-C
 - Wednesday, March 26, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, March 31, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
 - Tuesday, April 1, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- XII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

March 3, 2025, 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** – Supervisor Schwarz led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – *Supervisor Kulkoski made a motion to approve the minutes from the Regular Board Meeting on 02.17.2025 Supervisor Mars seconded the motion. **The motion was approved unanimously.***
- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group as follows:

Window & Door Replacement: BNT Windows & Doors began Phase 2 of the replacement project, completing work on the card rooms, golf shop, and office doors. Some materials were missing and will be installed upon arrival. They plan to address door tension issues and Anytime Lock and Key will change tumblers for master key access. The next phase includes replacing the ballroom doors, tentatively scheduled for mid-to-late April, with restaurant window replacement planned for the week of July 7th during its summer closure. Discussion took place on installing automatic door openers, on both sides of the doors, with an estimated cost of \$5k per door, and the optimal placement of these openers.

Storage Containers: Awaiting a response from Lee County regarding zoning. Alternative options for golf cart storage are being explored, and scope specifications for storage container foundations and electrical work are in development.

Driving Range Restrooms: Architectural and structural plans are being developed for permit submission. We cannot act on the building plans until the LDO is issued.

Asphalt Resurfacing: Lee County approved adding asphalt resurfacing to the existing multi-phase LDO. A site visit by our engineer and a representative of the firm who did the multi-use path is being scheduled for further assessment.

#17 Bulkhead: Our contractor is working with Lee County Development and SFWMD to address project needs.

Kitchen Electrical: Awaiting Kirkwood’s recommendations, expected this week. At least two breakers will need to be replaced.

#5 Restroom: Electrical work is complete but pending county inspection. LCEC will restore power after county inspection. A paint remediation proposal is in progress.

Ballroom Bar: Permitting is still in process. The granite countertop is installed, and the trim carpenter is being scheduled for final touches.

Bocce North Shade Structures: Installation is expected in March, with a firm date to be confirmed.

CLIS Operations & 2-Wire Project: Recent rainfall has reduced complaints, but Mainscape still has pending work orders. A meeting is scheduled to discuss operations and the delayed 2-wire project quote.

Cornhole Storage: A \$9,600 quote was received for cornhole storage areas but deemed excessive. Alternative solutions are being explored.

VI. **DISTRICT COUNSEL'S REPORT** - Thomas Hart, Esq. presented Resolution 2025-06 Bond Improvements to the Board: Vice-Chair Overs moved to approve Resolution 2025-06, Chair Young seconded the motion, and the Resolution was approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR CLUBHOUSE LIBRARY, RESTAURANT EQUIPMENT AND ASPHALT PAVING; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. The Chairman, Vice-Chairman, other officers of the District, and the District Manager are authorized and directed to expend the funds in an amount not to exceed those described for the following items or services:

- \$55,000 for Restaurant cooler project by three providers;
- \$4,500 for Library bookcases from Country Lane Furniture; and
- \$29,000 for asphalt paving projects by Bowman Consulting Group.

Supervisor Mars stated that in a discussion with Country Lane, they would not guarantee the sturdiness and integrity of the bookcases if the side rails were omitted so instruction was given to construct the cases with the side rails.

Counsel Hart read the Website Narrative for Goals and Objectives into the record:

The Herons Glen Recreation District Board of Supervisors are pleased to report that the District has met all of its Goals and Objectives for the calendar year 2024. The Goal each year is to provide quality programs, amenities, and services for residents and the public who use the District's facilities. Successful performance of the Goals and Objectives is measured by the District's Annual Survey of Residents.

Last year the District established its goals and objectives for the calendar year 2024 and posted those on its website. When we established those Goals and Objectives, we also established a standard by which the District's achievement of those Goals and Objectives might be measured. That standard was, and is, to obtain at least a satisfactory rating by a majority of all survey respondents (excluding those who are either neutral or who express no opinion).

The District conducted its Annual Survey of Residents and Users during January of this year (2025). The results of the Annual Survey reveal that the District received at least a satisfactory rating by a majority of the survey respondents in each category/amenity area. The 2025 Survey is posted to this website for your review.

Discussion ensued. Supervisor Kulksski made a motion to approve the Goals and Objectives narrative as written. Vice-Chair Overs seconded the motion. Supervisor Schwarz was opposed to the motion. **The motion was approved.**

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – No report.

Finance Committee – No report.

Golf Committee – Vice-Chair Overs advised the group that due to the excellent conditions of the golf course the committee will cut back on their monthly meetings and meet on an as-needed basis only. The group discussed golf course resident non-member usage and guest policies, with questions on the frequency of guest visits. They agreed to review current District policy and make recommendations for changes if needed.

Holiday and Special Event Decorating Committee – No report.

Long-Range Planning Committee – Chair Young mentioned that the committee will be revisiting the Strategic Plan at their next meeting.

Media Resources – Karen Jessop stated that additional light board training for the committee will be scheduled.

Problem-Solving Committee – Chair Young mentioned that he would like to ask the committee to investigate solar options, particularly at the fitness center. Supervisor Schwarz added that the District's auditors have a person who may assist in the process of researching grants for solar projects.

Resident Events Committee – No report.

VIII. **OLD BUSINESS**

Committee Volunteer Interest – Supervisor Mars presented the draft email for gathering volunteers for HGRD committees. *Supervisor Mars made a motion to approve the volunteer letter to include the change of the return date for the forms to April 8, 2025. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***

IX. **NEW BUSINESS**

Volunteer Appreciation – The Board discussed volunteer appreciation, and going forward with the previously agreed-upon plan to issue restaurant gift cards. The dollar value will be the same as last year.

RESIDENT COMMENTS

Steve Christensen asked about the remaining bond money, Supervisor Schwarz stated that there is approximately \$330k left and \$206k of that is allocated to windows and doors. The Board acknowledged the urgency to expend the remaining bond construction and acquisition fund by May 1, 2025.

Discussion ensued on the use of the shuffleboard courts for cornhole leagues and leaving it as a resident-run activity. Chair Young asked that Steve Christensen provide the Board with any information that can show that there won't be damage done to the shuffleboard courts. Mr. Christensen will work with GM Belknap.

X. **UPCOMING MEETINGS**

- Monday, March 3, 2025 — Facilities & Amenities Committee — 1:00 p.m. CR-C/Zoom
- Monday, March 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Thursday, March 6, 2025 – Meet the Candidates — 5:00 p.m. Ballroom
- Monday, March 10, 2025 — Long-Range Planning Committee — 1:00 p.m. CR-C/Zoom
- Monday, March 24, 2025 — Golf Committee — 9:00 a.m. CR-C/Zoom
- Tuesday, March 25, 2025 — Election Day & Ballot Counting — 4:00 p.m. CR-C

- Wednesday, March 26, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, March 31, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Tuesday, April 1, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom

XI. **ADJOURNMENT** took place at 9.:57 a.m.

Submitted By:


Karon Bennett, Assistant GM


Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair


Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

March 26, 2025, 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** – Supervisor Kulkoski
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Regular Board Meeting 03.03.2025
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
 - Resolution Accepting the Voting Tabulation and Declaration of the Candidates Elected.
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
 - Contracts for Approval
- VII. **OLD BUSINESS**
 - HGPA Request to Mount Picture on Pickleball Shed
 - Butterfly Garden Request
 - Update on Clubhouse Automatic Door Proposals
- VIII. **NEW BUSINESS**
- IX. **RESIDENT COMMENTS**
- X. **UPCOMING MEETINGS**
 - Monday, March 31, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
 - Tuesday, April 1, 2025 — Board of Supervisors (Organizational) — 9:00 a.m. CR-C/Zoom
 - Monday, April 7, 2025 - Golf Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
 - Monday, April 14, 2025 - Finance Committee - 9:00 AM - CR-C/Zoom
 - Friday, April 18, 2025 - Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 21, 2025 - Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 21, 2025 - Facilities & Amenities Committee - 1:00 PM - CR-C/Zoom
 - Monday, April 28, 2025 - Joint Board/Finance Meeting-Mid-Year Review - 9:00 AM—CR-C/Zoom
- XI. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

March 26, 2025, 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 | 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 | 24 |

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Kulkoski led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – Supervisor Kulkoski made a motion to approve the minutes from the Regular Board Meeting on March 3, 2025. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.**
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. presented the following resolutions:

Resolution 2025-07 Project Engineer - Vice-Chair Overs moved to approve Resolution 2025-07. Supervisor Schwarz seconded the motion, and the following Resolution: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR PROJECT ENGINEER; was unanimously approved.

Resolution 2025-08 Paving - Vice-Chair Overs moved to approve Resolution 2025-08, Supervisor Schwarz seconded the motion, and the following Resolution: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR PAVING, MARKING AND CURB WORK; was unanimously approved.

Resolution 2025-09 - Accepting the Voting Tabulation and Declaration of the Candidates Elected - Pursuant to Resolution 2025-01 adopted January 6, 2025, the Herons Glen Recreation District called for its regular election on March 26, 2025, to elect two members of the Board of Supervisors for a three (3) year term, beginning April 1, 2025.

It was determined that the candidates who received the highest vote count, William Kulkoski (761) and Howard Young (716), were elected to the Board of Supervisors of the Herons Glen Recreation District. Vice-Chair Overs moved to approve Resolution 2025-09, Supervisor Schwarz seconded the motion, and the following Resolution: A RESOLUTION ACCEPTING THE VOTE TABULATION OF AN ELECTION HELD ON MARCH 25, 2025, FOR TWO MEMBERS OF THE BOARD OF SUPERVISORS OF THE HERONS GLEN RECREATION DISTRICT was unanimously approved

- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group on the Bond Projects as follows:
 - LDO Modifications:** John Baker and Bowman Engineering's proposal is signed, and they are working with the County on modifications for driving range restrooms and storage containers.
 - Storage Containers:** Innovar is revising engineering plans, and John Baker is assessing firewall and booster pump needs. Larry Denmark is preparing scope specifications and cost estimates.
 - Driving Range Restrooms:** John Baker (Bowman) and Larry Denmark are addressing grading changes and sidewalk revisions, while Bowman handles plumbing, venting, and electrical designs. An architect is preparing permit-required plans.

Window & Door Replacement: Installations continue, with restaurant windows scheduled for replacement in July during their closure. Ballroom doors will be staged in late April, and the restaurant entry door will be repaired at that time.

Asphalt Resurfacing: Planning and phasing are underway, with a focus on adjusting ADA parking to meet county code while maintaining existing accessibility.

Discussion took place on the replacement of the transformer in the ballroom. Based on issues in the kitchen with heat lamp and electrical failures, Kirkwood Electric is prioritizing repairs. This includes replacing a transformer, determining its useful life, and other panel and electrical repairs needed. *Chair Young made a motion to authorize management to immediately move forward with whatever is required from an emergency or safety perspective, and to get an additional quote for other intended repairs within the electrical recommendation. . Vice-Chair Overs seconded the motion. **The motion was approved unanimously.*** The restaurant will be closed the week of July 7th. At that time, the windows will be installed as well as the new larger beer cooler.

#17 Bulkhead: The engineer is working on submitting a formal proposal.

Ballroom Bar: Permits have cleared zoning but are awaiting approval for fire, framing, plumbing, and mechanical before work begins. Expected 60-day completion.

CLIS 2-Wire Project: A productive meeting with an engineering consultant led to a proposal for the scope of services.

VII. OLD BUSINESS

HGPA Request to Mount Picture on Pickleball Shed – The Board reviewed a proposal from the Pickleball Association regarding the mural on the HGRD shed near the pickleball courts. The proposal discussed the mural’s removal and included a request to have it put back up. Diane Hertel, Vice President of the Herons Glen Pickleball Association, stated that the Association had asked for many months for permission to put up the mural before they proceeded to hang it. Supervisor Mars stated that the pickleball group did bring the request to hang the mural to the Facilities & Amenities Committee. The committee requested more information from the pickleball association, but did not receive any additional information and therefore did not act on it any further. After it was taken down, Mrs. Hertel walked around the community and found several displays from groups, particularly the mural inside the activities room. She would like the pickleball group represented in the same way on the exterior of the storage shed. The Board pointed out that the displays referred to were on the interior of the buildings, not the outside, and the particular mural she noted was a representation of all activities in the Glen. Further discussion took place, and eventually, it was determined that the artwork does not meet the written community standards. The Pickleball board members will be sent a letter noting this determination.

Supervisor Schwarz exited the meeting at 9:35 a.m.

Butterfly Garden Request - Kim Basile, President of the Butterfly Garden Association, stated that their group is getting older and can’t keep up with the heavy-duty maintenance required for the garden. The association will continue fundraising. Supervisor Kulkoski stated that he understands the safety issues, and that there are activities that we support, such as storage buildings, stage time, electricity, and some degree of support should go towards matching funds. Supervisor Mars noted that the HGRD provides “space” to these activities, but not monetary support. Chair Young asked Supervisor Kulkoski to review his proposal and bring it back to the Board. This would include a list of all the activities eligible. The Board will discuss this at a later date.

Update on Clubhouse Automatic Door Proposals - The Board discussed the installation of paddles for handicap access doors in the clubhouse. The cost for this project was estimated at \$4,500, with Kirkwood handling the electrical work. The Board discussed installing paddles at three locations which would then allow access to the entire clubhouse. GM Belknap will come back with

information on changing the method of operation of the fitness center doors. *Supervisor Mars made a motion to allow management to move forward with the installation of handicap access paddles in the clubhouse on the breezeway door under cover near the restrooms, the main lobby on the fountain side near Cardroom C, and the door from the parking lot into the administrative hallway with expenditures not to exceed \$15k for three doors. Chair Young seconded the motion. **The motion was approved unanimously.***

VIII. **NEW BUSINESS – No new business was presented.**

IX. **RESIDENT COMMENTS**

Ron Decker, part of the cornhole sanctioned group, invited the Board members to stop by the next tournament on April 27th and see how tournaments are run and view participation by the residents. GM Belknap confirmed that management tested the astroturf on the shuffleboard courts and no residue was left behind. The possibility of installing a storage container for cornhole and building maintenance to share, with a potential cost of \$5,000 was presented. The Board decided to table this decision until they had more information. Vance Scherrer brought up the idea of sponsorships to be placed on cornhole boards to offset costs associated with cornhole play. The Board stated that financing of the group activity was the sole responsibility of the group as long as fundraising did not violate policies or statutes. The cornhole group agreed to have a written proposal approved by the Board by April 1st, outlining the usage of the shuffleboard courts, usage of the storage container and licensed and insured vendor involvement.

X. **UPCOMING MEETINGS**

- Monday, March 31, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Tuesday, April 1, 2025 — Board of Supervisors (Organizational) — 9:00 a.m. CR-C/Zoom
- Monday, April 7, 2025 - Golf Committee - 9:00 AM - CR-C/Zoom
- Monday, April 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
- Monday, April 14, 2025 - Finance Committee - 9:00 AM - CR-C/Zoom
- Friday, April 18, 2025 - Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom
- Monday, April 21, 2025 - Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
- Monday, April 21, 2025 - Facilities & Amenities Committee - 1:00 PM - CR-C/Zoom
- Monday, April 28, 2025 - Joint Board/Finance Meeting-Mid-Year Review - 9:00 AM—CR-C/Zoom

XI. **ADJOURNMENT** took place at 10:12 a.m.

Submitted By:

Karon Bennett 04/28/2025
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

Howard Young 04/28/2025
Howard Young, HGRD Board Chair Date

AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

April 1, 2025, 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 |
|---------------|---------|----------------------------|---------|
| Bill Kulkoski | | GM J.B. Belknap | |
| Karen Mars | | Controller Lynn Brew | |
| Peter Overs | | District Counsel Tom Hart | |
| Jayne Schwarz | | Assistant GM Karon Bennett | |
| Howard Young | | Residents | |

- I. **CALL TO ORDER** – Counsel Tom Hart
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Young
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **Installation of Newly Elected Members and Oath of Office** - Counsel Tom Hart
 - A. Nominations for the Position of Chair
 - B. Nominations for other Board Positions – Newly Elected
 - o Vice Chair
 - o Treasurer
 - o Secretary
 - o Assistant Treasurer/ Secretary
 - C. Designation of Committee Liaisons
 - D. Dates and Locations for 2025-2026 Board Meetings
- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - A. Update on Bond Projects
 - B. CLIS Update
- I. **OLD BUSINESS**
 - A. Cornhole Proposal
- II. **NEW BUSINESS**
 - A. Draft Strategic Plan FY 2025-2026
 - B. Anticipated Needs for June Budget
 - C. Draft Thank You Card and List of Recipients for Committee Volunteers Mailing
- III. **RESIDENT COMMENTS**
- IV. **UPCOMING MEETINGS**
 - Monday, April 7, 2025 - Golf Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
 - Monday, April 14, 2025 - Finance Committee - 9:00 AM - CR-C/Zoom
 - Friday, April 18, 2025 - Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 21, 2025 - Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
 - Monday, April 21, 2025 - Facilities & Amenities Committee - 1:00 PM - CR-C/Zoom
 - Monday, April 28, 2025 - Joint Board/Finance Meeting-Mid-Year Review - 9:00 AM—CR-C/Zoom
- V. **ADJOURNMENT**

MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

April 1, 2025, 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 | 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 |
| Asst Treasure/Secretary Karen Mars | X | Residents | 8 |

- I. **CALL TO ORDER** – Counsel Tom Hart opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Young led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **Installation of Newly Elected Members and Oath of Office**
 - A. As the first order of business, Counsel Hart gave the Oath of Office and swore in Howard Young and Bill Kulkoski as members of the Board of Supervisors.
 - B. Counsel Hart asked the Board for nominations for the Chair of the Board for the following year. *Supervisor Kulkoski made a motion to keep the offices of Chair (Howard Young), Vice-Chair (Peter Overs), Treasurer (Jayne Schwarz), Secretary (Bill Kulkoski), and Assistant Secretary/Treasurer (Karen Mars) from the previous year. Hearing no objections, Counsel Hart closed the nominations. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***
 - C. **Designation of Committee Liaisons** - *Supervisor Mars made a motion to keep the committee liaisons the same as the previous year. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***
 - *Audit Committee & Finance Committee Board Liaison Supervisor Schwarz*
 - *Facilities & Amenities Committee and Library Committee Board Liaison Supervisor Mars*
 - *Golf Committee Board Liaison Vice-Chair Overs*
 - *Long-Range Planning Committee Board Liaison Chair Young*
 - *Problem-Solving Committee Board Liaison Supervisor Kulkoski*
 - D. **Dates and Locations for 2025-2026 Board Meetings** – The Board meeting dates, times, and locations for 2025 and 2026 are attached (Attachment A).
- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the Board on the following Bond Projects (total of 7):
LDO Modifications: The County approved, including multiple projects—paving, storage containers, driving range restrooms, and #17 bulkhead—in the LDO modification. John Baker and Bowman Engineering are revising ADA parking plans and aim to submit them next week.
Storage Containers: Innovar Structures is finalizing engineering to match the updated layout. Larry Denmark will develop scope and cost estimates. John Baker is reviewing fire safety needs and alternative golf cart storage solutions.
Driving Range Restrooms: Architectural drawings are underway for permits. John Baker, our engineer, is handling civil plan submissions and designing systems for venting, plumbing, and electrical.
Asphalt Resurfacing: Collier Paving's contract is signed and a deposit made. Work starts in May. Only 7 ADA parking spaces are legally required; others are “courtesy” spots. Bowman noted that existing spaces are wider than required. GM Belknap will communicate the plan for paving and parking to the residents.
Window & Door Replacements: Final window and doors are scheduled: HOA conference room in April; ballroom doors May 1; restaurant windows July 7.

Automatic Door Openers: Vendor cautioned against exterior assisted doors. Larry Denmark suggested using courtesy button sensors. Follow-up is planned.

#17 Bulkhead: John Baker contacted SFWMD, and he will send a proposal to include the bulkhead work in the LDO submission.

Kitchen Electric: Kirkwood Electric begins Monday to update heat lamp wiring for safety. Discussion of transformer replacement is planned due to age and long lead times.

Bocce North Shade Structures: Stoney of Dragon Sports is out of town; a firm installation date will be confirmed Monday. Paver repairs will coincide with structure installation.

CLIS Update: Tim Kortanek, Director of Golf Course Grounds and Maintenance, attended the meeting to inform the Board of efforts being made to provide irrigation to residents through the Common Lot Irrigation System. The group discussed plans to upgrade the community's irrigation system from a multi-wire to a two-wire system. They reviewed a proposal from Hydrologic Irrigation Design Consulting, and Engineering to be completed by the end of April for the first phase of this project, which involves mapping the existing underground infrastructure and creating a blueprint (as-builts) for a new system. This initial phase will cost \$14,600. They also note that Russ Geiger of Hydrologic Irrigation Design, Consulting and Engineering who is familiar with the system's history, will be involved in the project. The current multi-wire system is failing due to age, corrosion, and damage from various sources. The Board recognizes the need to educate residents about the irrigation system's history, current status, and long-term improvement plans. They anticipate the entire upgrade process could take up to two years and discussed interim solutions for ongoing irrigation issues.

The Board emphasized the need for competitive bidding for subsequent phases and clarified that this initial phase will help determine the scope and cost of the overall project. *Supervisor Kulkoski moved to approve task one as outlined in the March 25, 2025, proposal from Hydrologic Irrigation Design, Consulting, and Engineering for \$14,600 from bond funds to complete the first phase of the master plan of the redesign of the CLIS system. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***

The group also talked about the installation of battery timers and the challenges of their use. The issue of low pressure due to residents tampering with the irrigation system will be addressed by using custom logo zip ties and imposing fines to prevent this intrusion. A communication piece will be shared on the subject before implementing the zip ties and fines.

VI. **OLD BUSINESS**

Cornhole Proposal - Steve Christiansen provided an update on the establishment of the Herons Glen Cornhole Association. He also mentioned the need to finalize the bylaws and the structure of the organization. A summary of cornhole costs was shared and the means to fund them, including estimated initial costs, donations, and membership fees. Lastly, Mr. Christiansen proposed a storage shed design for the cornhole equipment, which would be shared with the maintenance team. The schedule of events was also presented. (Cornhole Presentation - Attachment B).

*Vice-Chair Overs made a motion to allow the cornhole group to use the shuffleboard courts several days a week as soon as the required protective mats for the courts are received. Chair Young seconded the motion. **The motion was approved unanimously.***

Facilities Maintenance is checking to see if a potential storage unit would conflict with the tennis drainage. Once a finite cost is reached, storage will be discussed again.

VII. **NEW BUSINESS**

Draft Strategic Plan FY 2025-2026 - The Board planned to discuss an update to the Strategic Plan, however upon further examination, it was agreed that the plan presented for discussion was based on an early version that had been superseded by the November 18th adopted version of the Plan. Jeff Buxton of the Long-Range Planning Committee is working on updates and explained that he will need the adopted version in an editable format to make updates. AGM Bennett will send the adopted plan in editable format to him. The Board decided the Strategic Plan should run on a calendar year basis, with updates typically made after the January survey results have been compiled. The review will be addressed at the next Board meeting.

Anticipated Needs for June Budget – GM Belknap stated that we are looking at March’s preliminary numbers. The process has started by a meeting with Supervisor Schwarz and management staff. Chair Young asked about the Club Benchmarking plan. Supervisor Schwarz reminded the group that the Board agreed that we now have one reserve account. Therefore, it's a combination that was formerly capital and formerly deferred.

Draft Thank You Card and List of Recipients for Committee Volunteers Mailing – The card was approved. It will be professionally printed and mailed mid-April. The Board will select committee seats during its next meeting on April 28, 2025.

*Due to the Media Resource committee’s immediate need, Chair Young moved that Jeff Buxton be added to the committee as recommended by committee chair Karen Jessop. Vice Chair Overs seconded the motion. **The motion was approved unanimously.***

VIII. **RESIDENT COMMENTS**

Pat Gentile asked that the bookcases that had been moved to accommodate the window replacement in Cardroom B be moved back into their proper position. GM Belknap will see that this is done. Concerning the shuffleboard courts, Mrs. Gentile expressed concerns about all but one court not being level. Stultz Construction did the concrete, and MorSports installed the courts. MorSports will not be back to redo the courts. The Board will define what it takes to get the repairs done, and they will define the timeline. Larry Denmark will investigate it for the District. Tom Stephens asked about recourse against Stults; Supervisor Kulkoski will review the contract.

IX. **UPCOMING MEETINGS**

- Monday, April 7, 2025 - Golf Committee - 9:00 AM - CR-C/Zoom
- Monday, April 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
- Monday, April 14, 2025 - Finance Committee - 9:00 AM - CR-C/Zoom
- Friday, April 18, 2025 - Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom
- Monday, April 21, 2025 - Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
- Monday, April 21, 2025 - Facilities & Amenities Committee - 1:00 PM - CR-C/Zoom
- Monday, April 28, 2025 - Joint Board/Finance Meeting-Mid-Year Review - 9:00 AM—CR-C/Zoom

X. **ADJOURNMENT** took place at 11:18 a.m.

Submitted By:

 04/28/2025
Karen Bennett, Assistant GM Date

Approved By the HGRD Board:

 04/28/2025
Howard Young, HGRD Board Chair Date



**HERONS GLEN RECREATION DISTRICT REGULAR BOARD MEETING
WITH THE FINANCE ADVISORY COMMITTEE (Mid-Year Review)**

Monday, April 28, 2025, at 9:00 AM – Card Room C/Zoom

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

AGENDA

| BOARD MEMBERS | PRESENT | FINANCE COMMITTEE | PRESENT |
|--------------------------------|---------|-----------------------------------|---------|
| Chair Howard Young | | David Brendsel | |
| Vice-Chair Peter Overs | | Jeffrey Buxton | |
| Treasurer Jayne Schwarz | | Rita Lehman | |
| Secretary Bill Kulkoski | | Finance Vice-Chair Larry Pedersen | |
| Assistant Sec/Treas Karen Mars | | Finance Chair Dennis Popp | |
| OTHERS | | Potts, Terry | |
| GM J.B. Belknap | | Smith, Carlton | |
| Controller Lynn Brew | | Barney, Robert (Alternate) | |
| District Counsel Tom Hart | | Tyndall, Beth (Alternate) | |
| Assistant GM Karon Bennett | | RESIDENTS | |

- I. **CALL TO ORDER** - Chair Young
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars
- III. **ROLL CALL** – Karon Bennett
- IV. **MANAGEMENT REPORT**
 - A. March 2025 Financial Results J.B. Belknap
 - B. Mid-Year Financial Review of Operations Lynn Brew/J.B. Belknap
- V. **FINANCE ADVISORY COMMITTEE COMMENTS** Dennis Popp
 - A. Approval of Finance Committee minutes from April 14, 2025
 - B. Recommendations from the last Finance Committee meeting
- VI. **NEXT FINANCE COMMITTEE MEETING FOR THE NEW TERM** (New Committee Organization)
 - Card Room C/Zoom Monday, May 12, 2025, at 9:00 AM
- VII. **CLOSE MID-YEAR REVIEW**
- VIII. **CALL TO ORDER REGULAR BOARD MEETING**
- IX. **APPROVAL OF BOARD MINUTES** – Regular Board Meetings on March 26, 2025, and April 1, 2025
- X. **DECISION ON FINAL PROPERTY INSURANCE RENEWAL OPTIONS**
- XI. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- XII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Mary Koenig
 - Golf Committee – Bruce Johnson
 - Holiday and Special Event Decorating Committee – No report.

- Long-Range Planning Committee – Fred Gignac
- Media Resources – Karen Jessop
- Problem-Solving Committee – Beth Brucker
- Resident Events Committee – Gary Attalla

XIII. **GENERAL MANAGER’S REPORT** – J.B. Belknap

- Update on Bond Projects

XIV. **OLD BUSINESS**

XV. **NEW BUSINESS**

- Emergency Preparedness Plan and Acceptance – Chair Young
- Strategic Plan Update and Acceptance – Chair Young
- Resident Committee Assignments – Chair Young
- Discussion on Golf Cart Insurance – Supervisor Kulkoski

XVI. **RESIDENT COMMENTS**

XVII. **UPCOMING MEETINGS**

- Monday, May 5, 2025—Board of Supervisors—9:00 a.m.—Card Room C /Zoom
- Monday, May 5, 2025—Golf Committee—1:00 p.m.—Card Room C / Zoom
- Monday, May 5, 2025—Resident Events Committee—1:00 p.m.—Activities Room A
- Monday, May 12, 2025—Finance Committee—9:00 a.m.—Card Room C /Zoom
- Monday, May 19, 2025—Board of Supervisors—9:00 a.m.—Card Room C /Zoom
- Monday, June 2, 2025—Board of Supervisors—9:00 a.m.—Card Room C /Zoom
- Monday, June 2, 2025—Resident Events Committee—1:00 p.m.—Activities Room A
- Monday, June 16, 2025 – Budget Workshop - 9:00 a.m. - Card Room C/Zoom
- Tuesday, June 17, 2025 – Budget Workshop - 9:00 a.m. - Card Room C/Zoom
- Wednesday, June 18, 2025 – Budget Workshop - 9:00 a.m. - Card Room C/Zoom
- May cancel if business is completed:
 - Thursday, June 19, 2025 – Budget Workshop - 9:00 a.m. - Card Room C/Zoom
- Friday, June 20, 2025 - Board of Supervisors - 9:00 a.m. - Card Room C/Zoom

XVIII. **ADJOURNMENT**



**HERONS GLEN RECREATION DISTRICT REGULAR BOARD MEETING
WITH THE FINANCE ADVISORY COMMITTEE (Mid-Year Review)**

Monday, April 28, 2025, at 9:00 AM – Card Room C/Zoom

MINUTES

| BOARD MEMBERS | PRESENT | FINANCE COMMITTEE | PRESENT |
|--------------------------------|---------|-----------------------------------|---------|
| Chair Howard Young | X | David Brendsel | X |
| Vice-Chair Peter Overs | X | Jeffrey Buxton | X |
| Treasurer Jayne Schwarz | X | Rita Lehman | X |
| Secretary Bill Kulkoski | Excused | Finance Vice-Chair Larry Pedersen | X |
| Assistant Sec/Treas Karen Mars | X | Finance Chair Dennis Popp | X |
| OTHERS | | Potts, Terry | X |
| GM J.B. Belknap | X | Smith, Carlton | X |
| Controller Lynn Brew | X | Barney, Robert (Alternate) | Excused |
| District Counsel Tom Hart | X | Tyndall, Beth (Alternate) | Excused |
| Assistant GM Karon Bennett | X | Residents | 7 |

- I. **CALL TO ORDER** - Chair Young opened the meeting at 9:00 a.m.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars led the Pledge of Allegiance.
- III. **ROLL CALL** – Karon Bennett took roll call; attendees are listed above.
- IV. **MANAGEMENT REPORT** - GM J.B. Belknap updated the group as follows:
 - Asphalt Resurfacing:** Parking lot resurfacing is planned for May; parking space restriping is under discussion.
 - Facilities Maintenance Area:** Awaiting final approval of electrical and A/C; occupancy sensors are being installed.
 - Storage Containers:** Engineering plans from Innovar Structures have been delayed. Denmark Construction indicated we will likely need a booster pump for the existing fire hydrant.
 - Driving Range Restrooms:** Civil drawings have been submitted to Lee County.
 - Window & Door Replacement:** We await proposals regarding the 3 ADA Door Openers. Ballroom door replacement begins May 1.
 - #17 Bulkhead:** The engineer, John Baker, believes the plans will be submitted to Lee County early next week.
 - Ballroom Bar:** The Cintas Engineer's report is being finalized and submitted to Lee County to help address fire compliance issues.
 - CLIS 2-Wire Project:** The consultant, Russ Geiger, is preparing the first phase analysis due by the end of the month
- V. **March 2025 Financial Results and Mid-Year Financial Review of Operations** - J.B. Belknap and Lynn Brew led an extensive discussion about our operational performance versus budget for the first half of the year and where they expect the District to end up at the end of the fiscal year versus the total approved budget. GM Belknap commended the staff for their strong first half of the year, but caution was urged due to economic volatility. The Mid-Year Review Summary was reviewed (**Attachment A**). The 2025 Mid-Year Operational Financial Performance document was discussed (**Attachment B**).
 - **Administration:** \$39,284 favorable to the budget for the 1st 6 months, forecasted to end the fiscal year \$39,306 favorable to budget.
 - **Food & Beverage/Restaurant:** \$106,624 favorable to budget for the 1st 6 months, forecasted to end the fiscal year \$127,106 favorable to budget.
 - **Clubhouse Maintenance:** \$34,690 favorable to budget for the 1st 6 months, forecasted to end the fiscal year \$56,285 favorable to budget.
 - **Common Lot Irrigation System (CLIS):** \$11,259 favorable to budget for the 1st 6 months, forecasted to end the fiscal year \$23,734 unfavorable to budget.
 - **Fitness:** \$6,650 favorable variance to budget for the 1st 6 months, forecasted to end the fiscal year \$6,650 favorable to budget.
 - **Golf Course Maintenance:** (\$96,506) unfavorable to budget for the 1st 6 months, forecasted to end the fiscal year \$45,455 unfavorable to budget.
 - **Pro Shop:** \$53,752 favorable to budget for the 1st 6 months, forecasted to end the fiscal year \$109,587 favorable to budget.

- **Total Golf Operations:** (\$42,754) unfavorable to budget for the 1st 6 months, forecasted to end the fiscal year \$64,132 favorable to budget.
- **Total All Departments:** \$155,753 favorable variance to budget for the 1st 6 months, forecasted to end the fiscal year \$ 269,745 favorable to budget

VI. **FINANCE ADVISORY COMMITTEE COMMENTS** – *Larry Pedersen moved for approval of Finance Committee minutes from April 14, 2025. Rita Lehman seconded the motion. **The motion was approved unanimously.***

VII. **NEXT FINANCE COMMITTEE MEETING FOR THE NEW TERM** – The New Committee Organization will be held in Card Room C/Zoom on Monday, May 12, 2025, at 9:00 AM.

VIII. **CLOSED MID-YEAR REVIEW**

IX. **CALL TO ORDER REGULAR BOARD MEETING** – Chair Young opened the Regular Board Meeting at 10:00 AM.

X. **APPROVAL OF BOARD MINUTES – MINUTES** – *Supervisor Mars made a motion to approve the minutes from the Regular Board Meetings on March 26, 2025. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.** Supervisor Mars made a motion to approve the minutes from the Regular Board Meetings on April 1, 2025. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***

DECISION ON FINAL PROPERTY INSURANCE RENEWAL - *Based on the advice of legal counsel and the Finance Committee, Vice-Chair Overs moved to increase the insurance coverage for Crime and Executive Risk Liability, including Public Officials, Management, and Employment Practices Liability. and to approve the completed transition of the insurance policy year from October 1st to May 1st, which has resulted in a reduction of the total insurance premium. Chair Young seconded the motion. **The motion was approved unanimously.***

XI. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. presented the revised *RESOLUTION 2025-10*, noting that Supervisor Kulkoski’s last name had been previously misspelled. The corrected document was subsequently signed and recorded.

Counsel Hart presented **RESOLUTION NO. 2025-12** to the Board authorizing the hiring of a hydrologic engineering company to provide the District with a Common Lot Irrigation System (CLIS) mapping. They are to map the existing underground infrastructure and create an as-built map for use in any redesign. *Vice-Chair Overs moved to approve Resolution 2025-12, Chair Young seconded the motion, and Resolution 2025-12 was approved unanimously as follows: **A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2020 BOND FUNDS FOR COMMON LOT IRRIGATION SYSTEM MAPPING.***

XII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – Supervisor Mars stated that the committee recommended that management look at the drinking fountains at the tennis courts, which are having electrical problems; Kirkwood is working on the repair. The committee also inquired about pool service over the summer; this will be discussed with the Food & Beverage Director. May 15th at 9:00 AM will be the committee's organizational meeting.

Golf Committee – June 3rd will be the committee's organizational meeting.

Holiday and Special Event Decorating Committee – No report.

Long-Range Planning Committee – No report. Jeff Buxton mentioned that the committee has been working on the Emergency Plan and the Strategic Plan, which are further down the agenda.

Media Resources – No report.

Problem-Solving Committee – No report.

Resident Events Committee – Marty Shea reported that the committee is still operating in the black. The ice cream truck will be coming in May, June, and July. They are working on a summer dance. The Farmer’s Market is winding down. They are looking forward to the wrap-up of the ballroom renovation. The latest cornhole tournament was a success. A community golf cart rally is being planned for September or October. Mary Wright, the HOA Board President, asked that the committee confirm that anyone participating in the golf cart rally has provided the HOA with their golf cart insurance information.

XIII. **OLD BUSINESS**

Shuffleboard – There have been resident concerns about uneven shuffleboard courts. GM Belknap reported that he has spoken with Carlos from Ritzman Courts Construction regarding the cost to resurface six of the eight courts. The original

project involved Stultz Construction performing the concrete work and MorSports handling the resurfacing. Typically, MorSports would handle both components, but in an effort to take advantage of some cost-sharing, the work was split. Ritzman Courts has been asked to revisit the site and provide a professional assessment of the courts' condition. The District is hesitant to spend more money on the project without understanding the root cause of the issues. If Carlos identifies potential deficiencies or negligence in the original installation, the District may pursue corrective action with the original contractors.

XIV. NEW BUSINESS

Emergency Preparedness Plan and Acceptance – The Board reviewed the draft of the 2025 Emergency Preparedness Plan. Concerns were expressed about the document’s completeness and clarity. Supervisor Schwarz noted that the plan does not adequately reflect the investments and improvements made to the facility, including recent renovations. Management will bring an updated Emergency Management Plan back to the Board for approval at a later time.

Strategic Plan Update and Acceptance – The Board discussed the status and next steps regarding the District's strategic planning process. It was confirmed that the Strategic Plan approved on November 18, 2024, is the guiding document for the 2025 calendar year. The summer months (April through September) will provide staff and the Board the opportunity to complete items outlined in the plan. Board members emphasized the importance of evaluating actual progress in September or October, comparing it against the original goals.

Completed goals will be moved to the “Achievements” section of the plan, while incomplete ones will have their target dates adjusted. Additional goals may be added based on resident survey feedback, management recommendations, and Board input. Goals & Objectives mandated by the State of Florida are a separate document and will be updated in September, as they must be posted on the District website by October.

A request was made to redistribute the November 18, 2024, version of the Strategic Plan to all Board members for review. The Board agreed to revisit the plan in the September or October meeting to assess progress and update it for the following year.

Resident Committee Assignments – *Vice-Chair Overs moved to approve the Standing Committee members listed below. Supervisor Mars seconded the motion. The motion was approved unanimously.*

| <u>FACILITIES & AMENITIES STANDING COMMITTEE</u> | <u>FINANCE STANDING COMMITTEE</u> | <u>GOLF STANDING COMMITTEE</u> | <u>LONG-RANGE PLANNING STANDING COMMITTEE</u> |
|--|---|--|--|
| Kelsay, JoAnn Koenig, Mary Long, Sherri Rathburn, Dennis Roerk, Kim Smentkowski, Greg Visner, Jeffrey Board Liaison Karen Mars | Brendsel, David Christiansen, Stephen Lehman, Rita Pedersen, Larry Popp, Dennis Smith, Carlton Tyndall, Beth Buxton, Jeffrey (Alternate) Potts, Terry (Alternate) Board Liaison Jayne Schwarz | Edinger, Jon Herbstritt, Bob Johnson, Bruce Murray, Wendy Regnier, Robert Sullivan, Karen Weinberger, Richard Morea, Rich (Alternate) Schell, Paul (Alternate) Board Liaison Peter Overs | Brucker, Beth Buxton, Jeffrey Fell, Denise Forman, Joyce Herbstritt, Bob Popp, Dennis Smith, Carlton Kikani, Tapan (Alternate) Koenig, Mary (Alternate) Board Liaison Howard Young |

The Board addressed the need to appoint one Resident Events Ad Hoc Committee member. *Vice-Chair Overs moved to approve the addition of Kathy Young to the committee. Supervisor Mars seconded the motion. The motion was approved unanimously.*

Discussion on Golf Cart Insurance – In Supervisor Kulkoski’s absence, Vice-Chair Overs reported that golf cart insurance registration is an issue. The primary concern is enforcement, while registration of all golf carts is encouraged, enforcing compliance remains a challenge. Currently, HGRD and the HOA have differing policies, which complicates matters. Golf staff are responsible for assigning cart numbers, but not all carts are displaying them. Although operating an unregistered golf cart is not illegal, the lack of consistent numbering, registration, and proof of insurance is a concern. Management will review the golf membership list to see if everybody on that list has registered. If they have not, then they will be notified that they need to register with the HOA. Supervisor Mars will incorporate this into the Policies & Procedures and bring it back to the Board for their approval.

Discussion of Moving 2025 Budget Workshop dates to July 14-18, 2025. The Board agreed to modify the 2025 Board meeting calendar, including the Budget Workshops and the Board meetings. The new schedule is attached. Counsel Hart will make the legally required announcement. **(Attachment C)**

XV. **RESIDENT COMMENTS** - Kim Basile, representing the Butterfly Society, attended her fourth meeting to request financial assistance from the Board for maintenance of the butterfly garden. She emphasized the value of volunteer contributions and noted that certain physical maintenance tasks, such as tree removal, exceed the volunteers' capabilities. Chair Young responded that the Board would continue to honor the original agreement, which includes providing water to the garden, although expenses incurred involving the irrigation system are the responsibility of the Butterfly Society. The Board clarified that the garden remains under resident responsibility, and no additional financial support is guaranteed. The Board may consider allocating discretionary funds to resident activities during the upcoming budget process, but no commitments were made.

Kathy Petrello asked for an update on the stomach-related illnesses that allegedly took place following the recent luau. She shared her concerns based on her professional background and stressed the importance of food safety training and compliance. GM Belknap provided an update stating that after receiving 2 initial complaints, Janine reported the incident to the Department of Health. After several weeks, without any response from either the Health Department or the Division of Hotels and Restaurants, on April 17, four inspectors arrived to investigate six formal complaints submitted by Herons Glen residents who attended the event. Our staff fully cooperated with the inspectors, participating in interviews to discuss our food preparation and practices, and provided tours of the kitchen and pool deck area. GM Belknap personally accompanied 2 of the inspectors, along with Chef Rod, to the golf course maintenance area to inspect the smoker used for roasting the pig. After nearly 2 hours of thorough inspection, the Health Department concluded that there were no violations that could have contributed to any foodborne illness. They confirmed that Chef Rod followed proper procedures in roasting the pig. Although a health inspector had visited the kitchen the previous month, the current team of 4 inspectors conducted a comprehensive review of the entire facility and issued several minor violations related to the kitchen. These findings were not connected to the luau and appear to be routine citations, possibly intended to validate the visit. We are already addressing these violations. Chef Rod has consistently received excellent inspections and reports since taking over the position. GM Belknap noted the kitchen is currently in one of the best conditions it has been in for some time.

XVI. **UPCOMING MEETINGS – Note: The next Board Meeting on Monday, May 5, 2025, was CANCELED.**

- Monday, May 5, 2025—Resident Events Committee—1:00 p.m.—Activities Room A
- Monday, May 12, 2025—Finance Committee—9:00 a.m.—Card Room C /Zoom
- Thursday, May 15, 2025 – Facilities & Amenities Committee – 9:00 a.m. – Card Room C/Zoom
- Monday, May 19, 2025—Board of Supervisors—9:00 a.m.—Card Room C /Zoom
- Thursday, May 22, 2025—Long-Range Planning Committee—9:00 a.m.—Card Room C /Zoom
- Monday, June 2, 2025—Board of Supervisors—9:00 a.m.—Card Room C /Zoom
- Monday, June 2, 2025—Resident Events Committee—1:00 p.m.—Activities Room A
- Tuesday, June 3, 2025 – Golf Committee —1:00 p.m. – Location to be determined.

XVII. **ADJOURNMENT** took place at 11:26 AM.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Peter Ovens, HGRD Board Vice-Chair Date

Attachment

~A~



**Herons Glen
Recreation District**

2024-25

Mid-Year Review

Mid-Year Review Summary
Year to Date Actuals 10/01/24 - 03/31/25
6-Month Forecast 04/01/25 - 09/30/25

| DEPARTMENT | REVENUE | | | EXPENSES | | | End of Year Forecast | | |
|------------------------------|-----------------------------|----------------------------------|------------------|-----------------------------|----------------------------------|--------------------|-----------------------------|----------------------------------|-------------------|
| | YTD Actual + 6 Mo Budget | YTD Actual + 6 Mo Forecast | Variance | YTD Actual + 6 Mo Budget | YTD Actual + 6 Mo Forecast | Variance | YTD Actual + 6 Mo Budget | YTD Actual + 6 Mo Forecast | Variance |
| Admin | 1,459,283 | 1,465,283 | 6,000 | 1,419,999 | 1,425,977 | 5,978 | 39,284 | 39,306 | 22 |
| Restaurant | 2,047,255 | 2,047,255 | - | 1,940,631 | 1,920,149 | (20,482) | 106,624 | 127,106 | 20,482 |
| Clubhouse | 966,579 | 966,579 | - | 931,889 | 910,293 | (21,595) | 34,690 | 56,285 | 21,595 |
| CLIS | 562,663 | 562,663 | - | 551,404 | 586,397 | 34,993 | 11,259 | (23,734) | (34,993) |
| Fitness | 69,836 | 69,836 | - | 63,186 | 63,186 | - | 6,650 | 6,650 | - |
| Total Other Than Golf | \$ 5,105,615 | \$ 5,111,615 | \$ 6,000 | \$ 4,907,108 | \$ 4,906,001 | \$ (1,107) | \$ 198,507 | \$ 205,614 | \$ 7,107 |
| GCM | - | - | - | 1,892,622 | 1,841,571 | (51,051) | (1,892,622) | (1,841,571) | 51,051 |
| Pro Shop | 2,628,372 | 2,658,372 | 30,000 | 778,504 | 752,669 | (25,835) | 1,849,867 | 1,905,703 | 55,835 |
| Total Golf Operations | \$ 2,628,372 | \$ 2,658,372 | \$ 30,000 | \$ 2,671,126 | \$ 2,594,240 | \$ (76,886) | \$ (42,754) | \$ 64,132 | \$ 106,886 |
| Total All Departments | \$ 7,733,986 | \$ 7,769,986 | \$ 36,000 | \$ 7,578,233 | \$ 7,500,241 | \$ (77,993) | \$ 155,753 | \$ 269,745 | \$ 113,993 |

2024-25 Mid-Year Review Notes and Departmental Assumptions

Dept 00 – Administration

Revenue: Forecasting an increase of \$6,000 over the next six months vs budget

- **Interest Income** - Expect high interest rates to continue, but balance will most likely decrease

Expenses: Forecasting an increase of \$5,978 over the next six months vs budgeted

- **Insurance (Allocation)** – Increased \$12,026 - Property Insurance came in higher than budget
- **Resident Discount – Food (Calculation)** – Decreased \$668 - due to resident / public mix
- **Resident Discount – Beverage (Calculation)** – Decreased \$1,450 - due to resident / public mix
- **Professional Fees** – Decreased \$5,000- PFM tax roll prep and submittal in Oct
- **Travel** – Increased \$1,070 – Conference rescheduled

Forecasting an EOY of \$39,306 positive variance to budget

Dept 10 – Food & Beverage

Revenue: Forecasting flat revenue over the next six months vs budget

Expenses: Forecasting a decrease of \$ 20,482 over the next six months vs budget

- **Payroll Taxes & Fees (Calculation)** – Increased \$544 – The original budget did not include the overtime wages
- **Payroll Benefits** – Decreased \$22,731 – Only 8 employees taking the insurance with a budget of thirteen
- **H-2B Additional Expenses** – Decreased \$3,800 – Not responsible for H-2B travel up north
- **Lease** – Increased \$3,490 – New dish machine and nitrogen cylinder leases
- **Propane Gas** – Decreased \$1,785 – Conserving fuel by turning off equipment when not in use

Forecasting an EOY of \$127,106 positive variance to budget

Dept 70 – Clubhouse Maintenance

Expenses: Forecasting a decrease of \$21,595 over the next six months vs budget

- **Payroll** – Decreased \$9,749 – Down 5% - did not replace PT person
- **Payroll Taxes & Fees (Calculation)** – Decreased \$1,531 - based on decrease in payroll
- **Payroll Benefits** – Decreased \$8,611 – Only 3 employees taking insurance, budgeted for five
- **Pool Chemicals** – Decreased \$3,283 –20% savings - Identified a less expensive supplier
- **Equipment Rental** – Decreased \$3,000 – Truck rental not needed
- **Maintenance & Repairs** – Increased \$2,520– Trending 5% higher
- **Service Contracts** – Increased \$2,058 – Added new Carrier quarterly contract for chiller maintenance

Forecasting an EOY of \$56,285 positive variance to budget

2024-25 Mid-Year Review Notes and Departmental Assumptions

Dept 76 – CLIS

Expenses: Forecasting an increase of \$34,993 over the next six months vs budget

- **Payroll** – Increased \$500 – Staff retention
- **Payroll Taxes & Fees** – Increased \$15 - based on increase in payroll
- **Insurance (Allocation)** – Increased \$2,404 - Property Insurance came in higher than budget
- **Mainscape – System Maintenance** – Increased \$1,318 – 3% increase per contract starting in July
- **Mainscape – Time & Materials** – Severe draught conditions causing excessive customer service requests

Forecasting an EOY of \$23,734 negative variance to budget

Dept 77 – Fitness Center

Expenses: Forecasting flat expenses over the next six months vs budget

Forecasting an EOY of \$6,650 positive variance to budget

Dept 30 – Golf Course Maintenance

Expenses: Forecasting a decrease of \$51,051 over the next six months vs budget

- **Payroll** – Increased \$3,056 – Due to staff retention
- **Payroll Taxes & Fees** – Increased \$352 – based on increase in payroll
- **Payroll Benefits** – Decreased \$5,480 – due to a mix of plan choices and employee turnover
- **Chemicals** – Decreased \$6,842 – Ordered bulk with discount the beginning of the fiscal year
- **Equipment Rental** – Decreased \$5,600 – Only renting necessary equipment (vacuum)
- **Fertilizer** – Decreased \$15,722 – Ordered bulk with discount the beginning of the fiscal year
- **Field Supplies** – Decreased \$5,700 – Purchased in bulk the beginning of the fiscal year
- **Insurance** – Increased \$3,665 - Property Insurance came in higher than budget
- **Irrigation** – Decreased \$7,661 – Purchased in bulk the beginning of the fiscal year
- **Landscape Plan/Supplies** – Decreased \$11,000 – No new landscape beds planned for the summer
- **Lease** – Decreased \$5,119 – Actual lease costs for remainder of the fiscal year
- **Golf Cart Path Repair & Maintenance** – Decreased \$12,000 – Defer to next year – just did curbing and cart path work from the Golf Course Special Improvements Fund
- **Maintenance, Equipment** – Increased \$17,000 – Increased prices on parts and lack of replacement equipment

Forecasting an EOY of \$45,455 negative variance to budget

2024-25 Mid-Year Review Notes and Departmental Assumptions

Dept 60 – Pro Shop

Revenue: Forecasting an increase of \$30,000 over the next six months vs budget

- **Membership Fees** – Increased \$30,000 - based on current membership numbers

Expenses: Forecasting a decrease of \$25,835 over the next six months vs budget

- **Payroll** – Decreased \$12,911 – 6% decrease – Not replacing Merchandiser
- **Payroll Taxes & Fees** – Decreased \$6,335 – based on decrease in payroll
- **Payroll Benefits** – Decreased \$4,766 - Only 2 employees taking insurance, budgeted for three
- **Insurance (Allocation)** – Increased \$4,811 - Property Insurance came in higher than budget
- **Maintenance & Repairs** – Decreased \$6,634 – Mandatory oil changes & tune-up kits done in December

Forecasting an EOY of \$109,587 positive variance to budget

All Departments

Revenue: Forecasting an increase of \$36,000 over the next six months vs budget

Expenses: Forecasting a decrease of \$77,993 over the next six months vs budget

Forecasting an EOY of \$269,745 positive variance to budget

Attachment

~B~

2025 Mid-Year Operational Financial Performance

Positive/ (Negative) Variance to Budget

| | Non-Golf | |  | Golf | |
|------------------------|------------------|------------------------------|---|---------------------------------------|----------------------|
| | <i>Mid-Yr.</i> | <i>Forecasted YE</i> | | <i>Mid-Yr.</i> | <i>Forecasted YE</i> |
| Admin | \$39,000 | \$39,000 | | | |
| F&B | \$107,000 | \$127,000 | | Pro Shop | \$54,000 |
| Clubhouse | \$35,000 | \$56,000 | | GCM | \$109,000 |
| CLIS | \$11,000 | \$ (24,000) | | Total | \$ (96,000) |
| Fitness Center | \$7,000 | \$7,000 | | | \$ (45,000) |
| Total | \$199,000 | \$205,000 | | | \$64,000 |
| All Departments | | | | | |
| | | <i>Mid-Yr.Surplus</i> | | <i>EOY Anticipated Surplus</i> | |
| | | \$157,000 | | \$269,000 | |

Attachment

~C~



Recreation District Board of Supervisors Meetings 2025

All meetings will begin at **9:00 a.m.** in Card Room C unless otherwise noted below:

| | |
|--|---|
| <p>Board Meeting - January 06</p> <p>Board Meeting January 20</p> <p>Joint Board & Finance Audit Review Meeting January 27 ***No Zoom</p> <p>Board Meeting February 03 CANCELED</p> <p>Board Meeting February 17</p> <p>Board Meeting March 03</p> <p>Meet the Candidates March 6 At 5:00 p.m. in the Ballroom</p> <p>Board Election Day March 25</p> <p>Board Meeting March 26</p> <p>Board Meeting Tuesday, April 01</p> <p>Joint Board & Finance Meeting Mid-Year Review April 28</p> <p>Board Meeting May 19</p> <p>Board Meeting June 02 at 9:30 a.m.</p> | <p>Board Meeting Monday, June 23 @ 9:30 a.m.</p> <p>Board Workshops (Budget) at 9:00 a.m. July 14, 15, 16 and 17 <i>Thursday, July 17 May Be Canceled if all Work is Completed by Wednesday Afternoon.</i></p> <p>Board Meeting Friday, July 18 at 9:00 a.m.</p> <p>Board Meeting August 04 at 9:30 a.m.</p> <p>Joint Board & Finance (Health Benefits) August 18 at 9:30 a.m.</p> <p>Public Hearing - Annual Budget Wednesday, September 03 at 6:00 p.m. in the Ballroom</p> <p>Board Meeting September 15 at 9:30 a.m.</p> <p>Board Meeting October 06</p> <p>Board Meeting October 20</p> <p>Board Meeting November 03</p> <p>Board Meeting November 17</p> <p>Board Meeting December 01</p> <p>Board Meeting December 15</p> |
|--|---|

THE PUBLIC IS INVITED TO ATTEND ALL MEETINGS.

Location: Herons Glen Golf & Country Club 2250 Herons Glen Blvd. | North Fort Myers, Florida 33917.
Zoom: <https://uso2web.zoom.us/j/9687107160> | Meeting ID: 968 710 7160 – Passcode: HgrdMeet1
HGRD Board of Supervisors Email: hgrdboard@hgrdnfm.com

Any person requiring special accommodation at meetings because of a disability or physical impairment should contact Herons Glen at (239) 731-4501 at least five (5) calendar days before the meeting. If a person decides to appeal any decision made by the Herons Glen Recreation District concerning any matter considered at such meeting or hearing, (s)he will need a record of the proceedings, and that, for such purpose, (s)he may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

May 19, 2025, 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** – Vice-Chair Overs
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Joint Board of Supervisors and Finance Committee Meeting Minutes 04.28.2025
- 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**
 - Facilities & Amenities Committee – Supervisor Mars
 - Finance Committee – Supervisor Schwarz
 - Resident Events Committee – Gary Attalla
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
- XI. **RESIDENT COMMENTS**
- XII. **UPCOMING MEETINGS**
 - Thursday, May 22, 2025 – Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
 - Monday, June 2, 2025 — Board of Supervisors — 9:30 a.m. CR-C/Zoom
 - Monday, June 2, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
 - Tuesday, June 3, 2025 - Golf Committee - 1:00 PM - CR-C/Zoom
 - Thursday, June 19, 2025 – Long-Planning Committee - 9:00 AM - CR-C/Zoom
 - Monday, June 23, 2025 — Board of Supervisors — 9:30 a.m. CR-C/Zoom
- XIII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

May 19, 2025, 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 | 8 |

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs led the Pledge of Allegiance. A moment of silence was observed honoring Ernie Hannah, a Recreation District employee who passed away following a workplace accident on Sunday, May 18, 2025. The group was advised that no further comment would be made as the matter remains under investigation by the Lee County Sheriff’s Department.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** – *Supervisor Mars moved to approve the minutes from the Joint Board of Supervisors and Finance Committee Meeting Minutes 04.28.2025. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. presented Resolution 2025-13 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-13, Supervisor Kulkoski seconded the motion, and Resolution 2025-13 was unanimously approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT TO THE TRANSFER OF \$25,500 FROM THE LONG-TERM CAPITAL ACCOUNT TO THE LOSSES RESERVE ACCOUNT.*

Counsel Hart presented Resolution 2025-14 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-14, Supervisor Mars seconded the motion. Resolution 2025-14 was unanimously approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT AMENDING POLICIES AND PROCEDURES. THE POLICIES AND PROCEDURES OF THE DISTRICT PERTAINING TO IRRIGATION SYSTEM DAMAGES AND PROVIDING FOR FINES AND SUSPENSIONS FOR TAMPERING WITH CLIS SYSTEM, ARE HEREBY AMENDED IN ACCORDANCE WITH THE FOLLOWING:*

III. OTHER ADMINISTRATIVE POLICIES

G. Irrigation

3. Damages

a. The owner is responsible for the reasonable and actual costs of any damage to the CLIS on the Owner’s lot caused by Owner’s actions or by acts of any landscape maintenance person, or some other service provider which caused the damage.

b. Further, Owners are prohibited from changing, manipulating, and tampering with any part of the CLIS system, on their property or otherwise, as well as from instructing any other persons to do so. Owners shall, therefore, be personally liable to District for all costs and expenses incurred by District for service calls, repair, maintenance, and any consequential damages arising from such prohibited actions by Owners.

c. Additionally, Owners may be fined, and/or suspended from enjoying any and all District privileges, for their actions in violation of the above prohibitions.

Counsel Hart reminded Board members to submit 2024 financial disclosures by July 1, 2025, as they are all required. He was excused from the rest of the meeting.

VI. **GENERAL MANAGER'S REPORT**– GM J.B. Belknap updated the group as follows:

Asphalt Resurfacing: A project meeting with Collier Paving is scheduled to discuss scope, logistics, sequencing, and a tentative start date. Longer golf carts will require expanded parking spaces which may require a change in the restriping of the area.

Facilities Maintenance Area: Notices of Commencement were signed for the new Facilities Maintenance area and ballroom bar. The building permit is approved, but the fire permit remains open. Bo's Electric who handled the original installation of the propane tank will schedule inspections. Cintas is checking to see if the fire inspector will require a booster pump to be placed on the hydrant and the estimated cost if it is required.

Storage Containers: Denmark Construction will develop the scope and specifications for the concrete footer work and the electric.

Driving Range Restrooms: The architect expects to complete and submit the drawings to the County building department by next week. The review process is expected to take 3 to 4 weeks.

Window & Door Replacement: ADA door opener reinstalled at the exterior door from the bar to the pool area. Coordination is underway for the remaining door opener installations. Restaurant window replacement by BNT is scheduled to begin on July 7.

Bocce North Shade Structures: J.B. contacted the contractor regarding the year-long delay. He requested the return of the materials if the contractor is unable to proceed so that we may have another vendor install the shade structure. Awaiting a response.

CLIS 2-Wire Project Engineer RFP: The Request for Proposal (RFP) was published; no responses yet. Preliminary designs using the Rain Bird Pro control system have been shared with contractors for estimates on the full installation. The system offers future flow management capability.

Resident Emily Dorman asked which doors would have handicap openers to be installed; these doors are under roof outside the ballroom restrooms, lobby doors near Card room C from the pool deck, and between the pro shop and HGRD offices.

VII. **FINANCIAL REPORT** – Controller Lynn Brew reported on April's financial variances as follows:

Administration \$1,717 favorable, YTD \$41,002 favorable
Restaurant \$31,829 favorable YTD \$138,453 favorable
Clubhouse \$16,477 favorable, YTD \$51,167 favorable
CLIS \$36,414 unfavorable, YTD \$25,155 unfavorable
Fitness \$1,695 favorable, YTD \$8,345 favorable
Golf Maintenance \$ 525 favorable, YTD \$97,031 unfavorable
Pro Shop \$866 favorable, YTD \$54,618 favorable
All Departments \$15,645 favorable, YTD \$171,399 favorable
From Golf Operations, \$341 favorable, YTD \$42,413 unfavorable
From Other than Golf Operations \$15,304 favorable, YTD \$213,812 favorable

GM Belknap was urgently called away from the meeting at 9:50 a.m. He was excused from the rest of the meeting.

Treasure Schwarz advised that the 5-year bond reporting period has ended. Interest in the Acquisition and Construction Account of \$387,000 was earned, the IRS yield reduction payment totals \$76,000, and \$310,000 received from interest was used for construction/acquisition bond projects.

VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – Supervisor Mars announced Mary Koenig as Chair and Dennis Rathburn as Vice-Chair of the Facilities & Amenities Committee.

Finance Committee – Supervisor Schwarz announced Dennis Popp as Chair and Larry Pedersen as Vice-Chair of the Finance Committee. Treasurer Schwarz will formalize the Finance Committee’s recommendation to seek insurance broker quotes by January for the May 30 renewal.

Resident Events Committee – Gary Attalla reported a \$5,000 balance in the committee's account from their events. They continue event planning, although things have slowed down for the summer. A summer dance will be determined once the bar is finished in the ballroom. Bands have been booked until New Year’s 2026.

Holiday and Special Event Decorating Committee – Based on conversations with management, Supervisor Mars moved that the Holiday and Special Events Decorating Committee be discharged to allow management to request volunteers as needed in order to adjust the size of the group to meet its immediate needs and to also indicate if any special skills or physical requirements are being sought. Treasurer Schwarz seconded the motion. It was decided that the committee should be notified of the proposed change before any action is taken. The motion was moved to the June 23, 2025, meeting agenda and a notice will be sent to the committee prior to the meeting.

IX. **OLD BUSINESS** – None was presented.

X. **NEW BUSINESS** - None was presented.

XI. **RESIDENT COMMENTS** - Concerns were raised about food safety, including a suspected foodborne illness incident at a luau event. Management will continue to enhance cleanliness protocols and keep providing the necessary and required food safety education for the staff. A formal protocol will be established for future foodborne illness responses, and follow-up with affected residents will be conducted by management. The Health Department will continue to perform its regular inspections.

XII. **UPCOMING MEETINGS**

- Thursday, May 22, 2025 – Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
- Monday, June 2, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
- Thursday, June 19, 2025 – Long-Planning Committee - 9:00 AM - CR-C/Zoom
- Monday, June 23, 2025 — Board of Supervisors — 9:30 a.m. CR-C/Zoom

XIII. **ADJOURNMENT** took place at 10:18 a.m.

Submitted By:

 06/23/2025
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

 06/23/2025
Peter Oyers, HGRD Board Vice-Chair Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

June 23, 2025, 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 Schwarz
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – Board Meeting Minutes 05.19.2025
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
 - Update on Bond Projects
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – No meeting
 - Finance Committee – Dennis Popp
 - Golf Committee – Meeting on Tuesday, June 24th
 - Holiday and Special Event Decorating Committee – Consideration of motion to disband the committee
 - Long-Range Planning Committee – Jeff Buxton
 - Media Resources – No meeting
 - Problem-Solving Committee – No meeting
 - Resident Events Committee – Gary Attalla
- VIII. **OLD BUSINESS**
 - Approval of the Weather Emergency Preparedness Plan
- IX. **NEW BUSINESS**
 - Set Date for Public Hearing for Adoption of 2025-2026 Budget – Vice Chair Overs
- X. **RESIDENT COMMENTS**
- XI. **UPCOMING MEETINGS**
 - Tuesday, June 24, 2025 - Golf Committee - 3:00 PM – Location TBD/Zoom
 - Monday, July 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
 - Monday, July 14, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
 - Tuesday, July 15, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
 - Wednesday, July 16, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
 - To Be Determined: Thursday, July 17, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
 - Friday, July 18, 2025 – Board of Supervisors - 9:00 AM - CR-C/Zoom
- XII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

June 23, 2025, at 9:30 a.m. in Card Room C /Zoom

| BOARD MEMBERS | PRESENT | OTHERS | PRESENT |
|--------------------------------|---------|----------------------------|---------|
| Chair Howard Young | X | GM J.B. Belknap | X |
| Vice-Chair Peter Overs | X | Controller Lynn Brew | Zoom |
| 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 | 6 |

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 9:30 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Schwarz led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett; attendees are listed above.
- IV. **MINUTES** – Supervisor Mars made a motion to approve the minutes from the Regular Board Meeting on June 2, 2025. Chair Young seconded the motion. **The motion was approved unanimously.**
- V. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group as follows:

CLIS 2-Wire Project: RFP development is underway with Hydrologic Irrigation Design, Consulting, and Engineering. Counsel Hart will advertise next week in search of three bids for the project.

Asphalt Resurfacing: Collier Paving has completed the asphalt improvements, including longer golf cart spaces.

Ballroom Bar: The plumbing permit has been received, nnderground plumbing has passed inspection. Work resumes soon, the project should take 4–6 weeks.

New carpeting has been selected for the ballroom, and installation is set for August 11. Gary Attalla suggested that the carpeted stairs to the loft be replaced with something that is not as slippery as the carpet currently in place. Supervisor Schwarz will ask the carpet company for recommendations

LDO Modifications: Still under review; Denmark is actively responding to County requests.

Driving Range Restrooms: County review is ongoing. Construction will take two months once approved.

Storage Containers: A general contractor RFP is being developed. Scope includes engineering, electrical, and site compliance. Parking options are still under review.

Kitchen Electrical: Kirkwood Electric is coordinating updates to fix overloading issues; transformers were installed

Window & Door Replacement: Scheduled to begin the week of July 7 during restaurant closure. Completion is expected before reopening on July 16.

#17 Bulkhead: A special exemption is being sought to exceed shoreline limits for bulkhead installation.

Bocce Shade Structures: Minor delays reported; installation expected soon.

Cornhole Shed: Paver pad installed; shed ordered..

Bridge Engineering: The Pro Shop bridge assessment is scheduled for July 1.

Budget Meetings: The second round of budget review was completed with managers.

Member Guest Tournament: The group discussed a Member Guest tournament proposal (attached), which would expand to both morning and afternoon shotgun starts on Tuesday and Wednesday. Some golf committee members raised questions about the financial impact and practice round arrangements. The Board agreed that this was management's decision.

Additional Discussion:

Supervisor Kulkoski suggested a survey of golf rates charged by other courses for outside play in order to compare our pricing and assess our competitiveness. Chair Young raised questions about the breakdown of golf rounds between resident members and non-members, suggesting that raising rates might not significantly increase revenue.

VI. **FINANCIAL REPORT** – Controller Lynn Brew reported on the May financial variances to the budget as follows:

- Admin \$1,031 favorable
- Restaurant \$(10,883) unfavorable
- Clubhouse \$(20) unfavorable
- CLIS \$(25,484) unfavorable
- Fitness \$1,318 favorable
- Golf Maintenance \$(8,587) unfavorable
- Pro Shop \$24,626 favorable
- For the month of May, all Departments results showed a \$(17,999) unfavorable budget variance
 - Total of Golf Operations \$16,039 favorable
 - Total of Other than Golf Operations \$(34,039) unfavorable

GM Belknap mentioned that Tim Kortanek, Director of Golf & Grounds, is currently reviewing Mainscape's work carefully and has completed the review of the May invoices. For any repair over \$100, Mr. Kortanek will receive texted photographs for approval. There has been a significant increase in customer service requests, exceeding expectations, and highlighting the need to better allocate resources.

Mainscape is paid a flat fee for monthly wet checks covering approximately 1,300 homes and common areas. These checks ensure sprinkler heads are operating correctly. In cases where sprinklerheads are overgrown with grass or damaged, repairs are billed on a time-and-materials basis. When the source of damage to sprinkler heads is unclear, District Management evaluates whether to assign charges to Robert's Landscaping or the homeowner.

Resident calls to Mainscape automatically generate billable service requests. The flat monthly fee for wet checks is approximately \$14,000 for two crews. The rise in time-and-materials costs is largely due to the installation of battery timers to replace or supplement the deteriorating electrical wiring which runs the system. Resident calls will be prioritized over the coming months to control costs.

There are ongoing delays in acquiring new equipment from Toro for the golf course.

DISTRICT COUNSEL'S REPORT - Counsel Hart presented Resolution 2025-15 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-15, Supervisor Kulkoski seconded the motion, and the Resolution was unanimously approved as follows:* A RESOLUTION OF THE BOARD OF SUPERVISORS OF HERONS GLEN RECREATION DISTRICT DECLARING THE COMPLETION OF ITS 2020 BOND PROJECT; APPROVING THE REBATE AND YIELD REDUCTION REPORT PREPARED BY TAX SOLUTIONS, LLS; AUTHORIZING A YIELD REDUCTION PAYMENT OF \$76,350.93;

Counsel Hart presented Resolution 2025-16 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-16, Supervisor Mars seconded the motion, and the Resolution was unanimously approved as follows:* A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2024/2025 CAPITAL RESERVE ACCOUNT FOR 1) HYDROLOGIC PHASE 2 CLIS PROJECT AND 2) TUFF SHED ADDITION TO SPORTS COMPLEX;

Counsel Hart presented Resolution 2025-17 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-17, Chair Young seconded the motion, and the Resolution was unanimously approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURE FROM 2024/2025 OPERATING BUDGET FOR PREPARATION OF DISTRICT'S ANNUAL SPECIAL ASSESSMENT ROLL BY PFM GROUP;*

VII. COMMITTEE REPORTS & RECOMMENDATIONS

Facilities & Amenities Committee – No meeting, no report.

Finance Committee – Supervisor Schwarz reported that the Finance and Bid Oversight Committee met in June to review three lease proposals for 50 golf carts, as the current lease is set to expire later this year. Management recommended a 48-month lease with Yamaha Golf starting in September, to avoid potential tariff-related price increases. The new lease would increase the monthly rate from \$3,800 to \$4,625 for September and October. In return, the District would receive two 2021 carts at no cost (valued at approximately \$2,995 each) for use as Starter and Ranger carts. The Finance committee evaluated factors such as cart quantity, service quality, pricing, expected expenses, and noise levels. *Supervisor Schwarz made a motion that the Board support the Finance Committee's recommendation to approve a 48-month lease with Yamaha Golf Car Company, as proposed by management. Supervisor Kulkoski seconded the motion. **The motion was approved unanimously.***

Supervisor Schwarz advised the group that the Finance Committee recently reviewed the District's property insurance coverage and recommends that the Board rebid the insurance broker providing services. This recommendation is based on ensuring competitive pricing, not due to performance issues with the current provider. *Supervisor Schwarz made a motion to have the Board and management solicit bids or quotes from other insurance brokerage firms to provide property insurance. **The motion failed due to a lack of a second. It was agreed to revisit the issue at a later date.***

Supervisor Schwarz announced that Finemark National Bank & Trust, the District's current banking partner and a Florida Qualified Public Depository (QPD), is being acquired by Commerce Bank. Although Commerce Bank is not listed as an FL QPD, Finemark Bank will continue operating as one per their Fort Myers president. Therefore, no change in the District's bank is necessary.

Golf Committee – No meeting; the next meeting is on Tuesday, June 24th.

Holiday and Special Event Decorating Committee – *Supervisor Mars moved to discharge the Holiday and Special Events ad hoc Committee with thanks for their work from the Board. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***

Long-Range Planning Committee – Supervisor Mars moved to adopt the amended Long Range Planning Standing Committee charter provided to the Board and dated June 23, 2025. Supervisor Schwarz seconded the motion. Discussion ensued. **The motion was approved unanimously.**

Media Resources – No meeting, no report.

Problem-Solving Committee – No meeting, no report.

Resident Events Committee – Gary Attalla advised the group that the committee would have no meetings in July or August. 150 tickets have been sold to the Summer Bash dance coming up on July 2nd. The Farmer's Market is doing well with new vendors, though its duration is uncertain.

Break from 11:00 a.m. - 11:15 a.m.

VIII. OLD BUSINESS

Approval of the Weather Emergency Preparedness Plan - The group discussed the Weather Emergency Preparedness Plan, with management responsible for its implementation. They agreed to remove specific time

requirements and formal reporting elements from the plan, keeping it as a management document while ensuring Board oversight. *Supervisor Mars made a motion to approve the 2025 Weather Emergency Preparedness Plan as amended, requiring management to submit the plan to the Board for approval by March each year. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***

IX. NEW BUSINESS

Set Date for Public Hearing for Adoption of 2025-2026 Budget – Due to scheduling conflicts, Vice Chair Overs proposed moving the Public Hearing to Friday, September 5, 2025. The Board, management, and District Counsel agreed with the change.

X. RESIDENT COMMENTS – None were presented.

XI. UPCOMING MEETINGS

- Tuesday, June 24, 2025 - Golf Committee - 3:00 PM – Location TBD/Zoom
- Monday, July 7, 2025 - Resident Events Committee - 1:00 PM - Activities Room A
- Monday, July 14, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
- Tuesday, July 15, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
- Wednesday, July 16, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
- To Be Determined: Thursday, July 17, 2025 – Budget Workshop - 9:00 AM - CR-C/Zoom
- Friday, July 18, 2025 – Board of Supervisors - 9:00 AM - CR-C/Zoom

XII. ADJOURNMENT took place at 11:40 a.m.

| | |
|--|---|
| Submitted By: | Approved By the HGRD Board: |
|  |  |
| Karon Bennett, Assistant GM | Howard Young, HGRD Board Vice-Chair |
| Date 07/18/2025 | Date 07/18/2025 |

Attachment:

Memo to Board
RE: Expanding Member Guest Tournament Proposal
June 21, 2025

In March, Eric Sundberg, Chair of the Member Guest Committee, presented a proposal to the Golf Committee to expand the member guest tournament. The proposal recommended utilizing the entire day on both Tuesday and Wednesday of the event to accommodate a larger field of participants should actual registration exceed the standard limit of 144 players.

Eric explained that, if approved, the additional time slots would allow more members and their guests to participate in the event, and any unfilled spots in the shotguns could be opened to non-participating members for regular play. The proposed expansion, he said, also aims to enhance the quality of the tournament by allowing for more divisions, including the introduction of a Championship flight. Eric emphasized that removing the current lottery system and offering different competition formats-particularly for the top-tier flight-could help boost overall participation and improve the tournament experience.

On April 7, 2025, the golf committee addressed the Member Guest Tournament expansion proposal. During the discussion, the committee questioned whether it was within their scope to make formal recommendations regarding changes to the structure or format of the event. Ultimately, they deferred the decision to the GM, acting under the authority from the Board of Supervisors, to determine whether any modifications were appropriate. The Golf Committee said they would support expansion, but their charter is aligned with course conditions and not tournaments.

Next Steps and Association Involvement: Given that the Member Guest is a joint event involving both the Men's and Ladies' Golf Associations, I asked the Member Guest Committee to seek input and approval from both associations before a final decision is made. In response, both the LGA and the MGA formally endorsed expansion.

Considering all the feedback received from the associations, and in light of current policies that allow association tournament play throughout the day on both Tuesday and Wednesday, I support the committee's proposal to expand the Member Guest Tournament.

Attachment:

Long Range Planning Standing Committee Charter

HERONS GLEN RECREATION DISTRICT

The Long-Range Planning Standing Committee is subject to the General Policies which apply to all the District's committees and those policies which apply to all Standing Committees.

Purpose

The Long-Range Planning Standing committee is responsible for reviewing the requirements and future needs of the District to ensure assets are adequately maintained and new or replacement assets are properly planned. It also reviews strategic plans and the annual community survey to identify needs of the community.

Scope of Responsibilities

1. Review annual Resident Survey and recommend items for inclusion or removal based on input from committees and management. Prepare an after-survey report for the Board of Supervisors.
2. Review the District Strategic Plan and recommend items for inclusion or removal based on input from committees and management.
3. Review the District Facilities Master plan and recommend items for inclusion or removal based on input from committees, management and the results of the annual Resident Survey.
4. Review forecasted expenditures using the District Facilities Master plan, to evaluate estimated costs and useful life. Review as needed with the Finance committee to identify appropriate funding options.
5. Provide recommendations to the Board prior to the expiration of the term.

Qualifications and Skills

The committee should consist of individuals with a background in business, engineering, construction, government operations, architecture, safety & security, and/or planning.



RECREATION DISTRICT REGULAR BOARD MEETING AGENDA

July 18, 2025, 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** – Chair Young
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **REVIEW THE ANNUAL PRELIMINARY BUDGET** – GM J.B. Belknap and Controller Lynn Brew
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
 - Resolution 2025-18 - Adopting the Preliminary Budget and assessments for the coming (2025-2026) fiscal year, which also sets the official Public Hearings for September 5 at 6 p.m.
 - Resolution 2025-19 - To ratify the Board’s adoption of the 2025 Weather Emergency Plan.
 - Resolution 2025-20 - Approval of the new Yamaha lease.
 - Resolution 2025-21 – Reserve Funds and Pro Shop Improvements
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VII. **FINANCIAL REPORT** – Controller Lynn Brew
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Supervisor Mars, no meeting
 - Finance Committee – Supervisor Schwarz
 - Golf Committee – Bruce Johnson
 - Long-Range Planning Committee – Jeff Buxton, no meeting
 - Media Resources – Karen Jessop, no meeting
 - Problem-Solving Committee – Beth Brucker, no meeting
 - Resident Events Committee – Gary Attalla, no meeting
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
 - Events Checklist – Karen Mars
- XI. **RESIDENT COMMENTS**
- XII. **UPCOMING MEETINGS**
 - Monday, August 4, 2025 - Board of Supervisors - 9:30 a.m. - CR-C/Zoom
 - Monday, August 4, 2025 - Golf Committee - 1:00 PM - CR-C/Zoom
 - Monday, August 18, 2025 - Joint Board Meeting with Finance Committee - 9:30 a.m. - CR-C/Zoom
 - Friday, September 5, 2025 - Public Hearing - Annual Budget – 6:00 p.m. – Ballroom/Zoom for Recording ONLY
- XIII. **ADJOURNMENT**



RECREATION DISTRICT REGULAR BOARD MEETING

July 18, 2025, at 9:00 a.m. in Card Room C

MINUTES

Table with 4 columns: BOARD MEMBERS, PRESENT, OTHERS, PRESENT. Rows include Chair Howard Young, Vice-Chair Peter Overs, Treasurer Jayne Schwarz, Secretary Bill Kulkoski, and Assistant Sec/Treas Karen Mars.

- I. CALL TO ORDER – Chair Young opened the meeting at 9:00 AM.
II. PLEDGE OF ALLEGIANCE – Chair Young led the Pledge of Allegiance.
III. ROLL CALL – Assistant GM Karon Bennett took roll call; attendees are listed above.
IV. REVIEW THE ANNUAL PRELIMINARY BUDGET – GM Belknap and Controller Brew presented the preliminary 2025-2026 budget.
V. DISTRICT COUNSEL’S REPORT - Counsel Hart presented the following resolutions to the Board:
Resolution 2025-18 to adopt the preliminary 2025-2026 budget and set the public hearing for September 5, 2025 at 6 p.m.
Resolution 2025-19 to ratify the adoption of the 2025 Weather Emergency Plan.
Resolution 2025-20 to approve the lease of 50 new Yamaha golf carts.
Resolution 2025-21 to expend reserve funds for improvements to the Pro Shop.

VI. **GENERAL MANAGER'S REPORT**– General Manager J.B. Belknap updated the group as follows:

CLIS 2-Wire Project: Six companies attended the pre-bid meeting for the CLIS two-wire project. Bids are due July 24, 2025, at 5:00 PM. Engineer Russ Geiger will analyze submissions for consistency.

Restaurant Window Replacement: BNT is scheduled to complete work and inspection today. One defective window will be replaced. Windows near the conference room are expected to be replaced within 5–6 weeks.

ADA Door Openers: Two of three ADA-compliant door openers are operational. Awaiting cable replacement on the Admin door, which is expected next week. A demonstration video for the residents will follow.

LDO Modifications #17 Bulkhead: A zoning amendment request has been submitted to allow flexibility in shoreline hardening. Engineer John Baker is following up with the lead reviewer regarding the approval status.

Bocce North Shade Structures: Awaiting confirmed start date from contractor.

Driving Range Restrooms: Final design work by Engineer John Baker's MEP team is underway for county submission.

Golf Course Closure: Course reopens Saturday following a successful two-week closure.

VII. **FINANCIAL REPORT** – Controller Lynn Brew reported on the June 2025 financial variances as follows:

Administration \$43,983 favorable, YTD

Restaurant \$110,263 favorable, YTD

Clubhouse \$54,770 favorable, YTD

CLIS \$ (69,512) unfavorable, YTD

Fitness \$11,064 favorable, YTD

Golf Maintenance \$(111,273) unfavorable, YTD

Pro Shop \$115,105 favorable, YTD

All Departments \$154,400 favorable, YTD

From Golf Operations \$3,832 favorable, YTD

VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – No meeting.

Finance Committee – Supervisor Schwarz reported that the Finance Committee's recommendation to use as a tool the five funding models relating to funding options for the CLIS two-wire, as well as a 10-year model for the reserves, was accepted and found useful during budget discussions.

Golf Committee – Vice Chair Overs reported that at the last meeting, the Golf Committee provided their recommendation for golf rates, which were used during budget preparations.

Long-Range Planning Committee – *Supervisor Mars made a motion to approve the Long-Range Planning Committee's revised charter. Vice Chair Overs seconded the motion. **The motion was approved unanimously.***

Jeff Buxton added that the committee is working to align with the Long-Range Committee's updated charter.

Media Resources – No meeting

Problem-Solving Committee – No meeting

Resident Events Committee – No meeting

IX. **OLD BUSINESS**

Update of the Policies & Procedures and the Rules & Regulations – The Board discussed policies for room usage and event management (addition of an **Events Checklist**), focusing on cleaning, damage costs, and equipment usage. They clarified that while certain events are exempt from setup charges, other groups may incur costs for time and materials. The Board suggested including charges for missing or damaged district property and requiring outside professionals using media resources to provide proof of insurance. They also discussed the need to define what constitutes an event. Events Coordinator, Wendy Shea, has discretion in scheduling to ensure equitable use of facilities. *Supervisor Mars made a motion to adopt the amended Policies and Procedures as presented and include the changes presented at the July 18,*

2025, meeting. Vice Chair Overs seconded the motion. **The motion was approved unanimously.** Supervisor Mars made a motion to adopt the amended Rules and Regulations to align them with the Policies and Procedures as presented. Vice Chair Overs seconded the motion. **The motion was approved unanimously.**

X. **NEW BUSINESS** – No new business was presented.

XI. **APPROVAL OF MINUTES** – Supervisor Mars made a motion to approve the minutes from the Regular Board Meeting on June 23, 2025. Vice Chair Overs seconded the motion. **The motion was approved unanimously.**

XII. **RESIDENT COMMENTS**

Karen Jessop, a resident who attended all of the 2025 budget workshops, praised the Board and staff for their work on preparing a preliminary budget for the Recreation District.

XIII. **UPCOMING MEETINGS**

Due to scheduling conflicts, the Board agreed to move the September 15th meeting to September 22nd at 9:30 AM. As a result, the Facilities and Amenities meeting on September 22, 2025, was moved to 1:00 PM that day.

The Public Hearing on the 2025-2026 budget will be held on September 5th in the Herons Glen ballroom. Residents are invited to attend. Zoom will be available to view the meeting from other locations, but participation will be limited to those physically present in the ballroom.

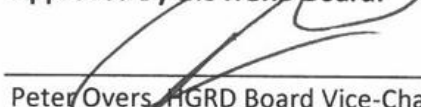
- Monday, August 4, 2025 - Board of Supervisors - 9:30 a.m. - CR-C/Zoom
- ~~Monday, August 4, 2025 - Golf Committee - 1:00 PM - CR-C/Zoom Canceled~~
- Monday, August 18, 2025 - Joint Board Meeting with Finance Committee - 9:30 a.m. - CR-C/Zoom
- Friday, September 5, 2025 - Public Hearing - Annual Budget – 6:00 p.m. – Ballroom/Zoom for Recording ONLY

XIV. **ADJOURNMENT** took place at 10:55 AM.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Peter Overs, HGRD Board Vice-Chair Date



RECREATION DISTRICT JOINT BOARD MEETING WITH THE FINANCE COMMITTEE (Health Benefits)

AGENDA

August 18, 2025, 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 | FINANCE COMMITTEE | PRESENT | OTHERS | PRESENT |
|--------------------------------|---------|-----------------------------|---------|----------------------------|---------|
| Chair Howard Young | | Brendsel, David | | GM J.B. Belknap | |
| Vice-Chair Peter Overs | | Jeffrey Buxton (Alternate) | | Controller Lynn Brew | |
| Treasurer Jayne Schwarz | | Stephen Christiansen | | District Counsel Tom Hart | |
| Secretary Bill Kulkoski | | Rita Lehman | | Assistant GM Karon Bennett | |
| Assistant Sec/Treas Karen Mars | | Larry Pedersen (Vice-Chair) | | Residents | |
| | | Dennis Popp (Chair) | | | |
| | | Terry Potts (Alternate) | | | |
| | | Carlton Smith | | | |
| | | Beth Tyndall | | | |

- I. **CALL TO ORDER** – Vice-Chair Overs
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **CLIS TWO-WIRE PROJECT** – Recommendation from the Bid-Oversight Committee and the Finance Committee
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– J.B. Belknap
- VII. **FINANCIAL REPORT** – J.B. Belknap
- VIII. **APPROVAL OF MINUTES** – Budget Week (July 14-16) and Regular Board Meeting on July 18, 2025
- IX. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Mary Koenig
 - Finance Committee – Dennis Popp
 - Golf Committee – Bruce Johnson
 - Long-Range Planning Committee – Jeff Buxton
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- X. **OLD BUSINESS**
 - Progress/plan to Obtain Non-Resident Golf Members for 2025-2026 Fiscal Year – Chair Young
- XI. **RESIDENT COMMENTS**
- XII. **BREAK**
- XIII. **NEW BUSINESS**
 - Employee Health Benefits - Jake Bowman, The Baldwin Group **(11:00 AM)**
- XIV. **UPCOMING MEETINGS**
 - Friday, September 5, 2025 - Public Hearing - Annual Budget – **6:00 PM** – Ballroom/Zoom for Recording ONLY
 - Monday, September 8, 2025 – Resident Events Committee – 1:00 PM - CR-C
 - Wednesday, September 10, 2025 – Golf Committee – 1:30 PM – Activities Room A/Zoom
 - Monday, September 22, 2025 - Board of Supervisors - **9:30 AM** - CR-C/Zoom
 - Thursday, September 25, 2025 – Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
 - Monday, September 29, 2025 – Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom
- XV. **ADJOURNMENT**



RECREATION DISTRICT JOINT BOARD MEETING WITH THE FINANCE COMMITTEE (Health Benefits)
MINUTES

August 18, 2025, 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 | FINANCE COMMITTEE | PRESENT | OTHERS | PRESENT |
|--------------------------------|---------|-----------------------------|---------|--------------------------------|---------|
| Chair Howard Young | Zoom | Brendsel, David | Present | GM J.B. Belknap | Present |
| Vice-Chair Peter Overs | Present | Jeffrey Buxton (Alternate) | - | Controller Lynn Brew | Zoom |
| Treasurer Jayne Schwarz | Present | Stephen Christiansen | Present | District Counsel Tom Hart | Present |
| Secretary Bill Kulkoski | Zoom | Rita Lehman | Present | Assistant GM Karon Bennett | Present |
| Assistant Sec/Treas Karen Mars | Present | Larry Pedersen (Vice-Chair) | Zoom | Russ Geiger | Present |
| | | Dennis Popp (Chair) | Zoom | Director of Golf, Tim Kortanek | Present |
| | | Terry Potts (Alternate) | Present | Residents | 5 |
| | | Carlton Smith | - | | |
| | | Beth Tyndall | - | | |

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 9:30 AM.
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett; attendees are listed above.
- IV. **CLIS TWO-WIRE PROJECT** – The Board meeting included input from Russ Geiger, Hydrologic Irrigation Design, Consulting & Engineering, who is serving as the engineer for the Herons Glen CLIS Two-Wire Project. Mr. Geiger, with over 25 years of experience in irrigation design and engineering, assisted with the preparation of the Request for Proposal (RFP) for installation of the Community Irrigation Control System.

Members of the Finance Committee and the Board posed several questions to Tim Kortanek, Russ Geiger, and GM Belknap regarding the scope of work for the CLIS Two-Wire Project. Topics discussed included labor resources, potential repairs needed to Bluestream lines and responsibility for such repairs, the primary point of contact for Herons Glen, communication with residents, and training of Herons Glen staff.

Following the discussion, *David Bendsel moved that the Finance committee recommend that the Board accept the bid from Stahlman-England Services, Inc. Terry Potts seconded the motion. **The Finance Committee’s motion was approved, and Chair Popp advised the Board of the committee’s recommendation.***

At this point, Russ Geiger and Tim Kortanek were excused from the meeting.

*Supervisor Mars moved that the Board authorize management to contract with Stahlman-England for the installation of the irrigation control system in conformance with their submitted specifications and drawings. Supervisor Schwarz seconded the motion. **The motion was approved contingent upon counsel reviewing and the Board approving the contract.***

Counsel Hart will work on the Stahlman-England contract over the next two weeks, after which it will be brought back to the Board for final approval at the September 5, 2025 Public Hearing or at a Special Board meeting on September 8, 2025.

- V. **GENERAL MANAGER’S REPORT** – GM J.B. Belknap updated the group as follows:
 - LDO Modifications** - John Baker reported no updates yet, though environmental comments have been cleared.
 - Ballroom & Bar** - Carpet replacement in the ballroom and mezzanine has been completed. The engineer has not yet provided the required letter for the bar framing; a meeting will take place this week. Once resolved and the county signs off and posts to their site, drywall installation can proceed, with completion expected by the end of September.
 - Beer Cooler Box** - The new draft beer cooler has been installed. Old drywall was replaced, concrete smoothed, and an epoxy coating is scheduled.
 - #17 Bulkhead** - Administrative Amendment application is in progress and expected next week. No updates on the amendment or deviation request regarding hardened shoreline limitations.

Golf Carts - The new fleet of 50 Yamaha carts has arrived.

Bocce North Shade Structures - No response to management's communication has been received from Dragon Recreation Services. Therefore, Counsel Hart is preparing a certified demand letter to the owners of Dragon Recreations Services, requiring them to provide in writing, within 7 calendar days of receipt of the letter, a firm and binding construction commencement date, and secondly, to begin physical installation no later than 20 days from receipt of the letter. , If construction has not commenced within that period, Dragon Recreation Services is to refund the down payment. and return Herons Glen's shade structure that is currently in their possession.

VI. **APPROVAL OF MINUTES** – *Supervisor Mars moved to approve the minutes from the Budget Meetings held July 14 - 16, 2025. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Facilities & Amenities Committee – No meeting.

Finance Committee – Present.

Golf Committee – No meeting.

Long-Range Planning Committee – No meeting.

Media Resources – No meeting.

Problem-Solving Committee – No meeting.

Resident Events Committee – No meeting.

VIII. **OLD BUSINESS**

Progress/plan to Obtain Non-Resident Golf Members for 2025-2026 Fiscal Year – GM Belknap reported that Bruce Harris has 25 people on a non-resident potential list for golf membership, and he is optimistic that they will join next year. Another avenue management could take regarding membership is to have GolfNow send blast emails to all golfers within a 30-mile radius who have played Herons Glen.

IX. **FINANCIAL REPORT** – J.B. Belknap provided highlights of the July 2025 financials. The numbers below were included in the Monthly Budget Variance report as of July 31, 2025.

- Admin: \$(6,880) unfavorable; YTD \$37,103 favorable
- Restaurant: \$(15,091) unfavorable; YTD \$95,172 favorable
- Clubhouse: \$8,496 favorable; YTD \$63,266 favorable
- CLIS: \$4,203 favorable; YTD \$(65,309) unfavorable
- Fitness Center: \$851 favorable; YTD \$11,915 favorable
- Golf Maintenance: \$(17,618) unfavorable; YTD \$(128,891) unfavorable
- Pro Shop: \$22,861 favorable; YTD \$137,967 favorable
- All Departments: \$(3,177) unfavorable; YTD \$151,223 favorable
- From Golf Operations: \$5,244 favorable; YTD \$9,076 favorable
- From Other than Golf Operations: \$(8,421) unfavorable; YTD \$142,147 favorable

X. **NEW BUSINESS**

FY 2024 Budget Surplus Proposal - *Supervisor Schwarz moved that the District allocate \$69,000 of the District-wide operating budget surplus to the restricted/reserve fund, Golf Course Special Improvement Fund. The remaining \$97,894 from FY 2024 would remain as part of the net unrestricted funds. Then, a portion of the net unrestricted position funds be allocated to the FY 2026 budget assessment. Supervisor Schwarz moved that the Board allocate \$26,000 to reduce the proposed budget assessment. Vice-Chair Overs seconded the motion, and discussion continued as follows:*

The District, in its Fiscal Year 2024 Audited Financial Statement, reported a year-end unrestricted net position of \$216,427. This amount is available for budgeting in future periods and ties to the District approved policy.

The impact on our owners is a reduction of their annual O&M assessment by \$20 or \$5/quarter. The owner's total increase of O&M and reserves for the proposed FY2025-2026 budget would be \$125 (or approximately 4.4%), and the quarterly payment would be \$743 per lot. The annual assessment would be \$2,973.

The motion was approved unanimously.

XI. **THE GROUP TOOK A 10-MINUTE BREAK.**


Employee Health Benefits – Jake Bowman and Meg Marland from the Baldwin Group presented the renewal analysis for District employee insurance rates. While an 8% increase was budgeted for FY 2026, Florida Blue’s projected increase was only 1.5%. *Supervisor Mars moved that the Board follow the recommendation from the Finance Committee instructing management to contract with Florida Blue. The importance of avoiding employee disruption was also cited. Supervisor Schwarz seconded the motion. The motion was approved unanimously.*

XII. **UPCOMING MEETINGS**

- Friday, September 5, 2025 - Public Hearing - Annual Budget – **6:00 PM** – Ballroom/Zoom for Recording ONLY
- Monday, September 8, 2025 – Resident Events Committee – 1:00 PM - CR-C
- Wednesday, September 10, 2025 – Golf Committee – 1:30 PM – Activities Room A/Zoom
- Monday, September 22, 2025 - Board of Supervisors - **9:30 AM** - CR-C/Zoom
- Thursday, September 25, 2025 – Long-Range Planning Committee - 9:00 AM - CR-C/Zoom
- Monday, September 29, 2025 – Facilities & Amenities Committee - 9:00 AM - CR-C/Zoom

I. **ADJOURNMENT** took place at 11:15 a.m.

Submitted By:

 9/22/2025
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

 9/22/2025
Peter Overs, HGRD Board Vice-Chair Date



HERONS GLEN RECREATION DISTRICT

PUBLIC HEARING

APPROVAL OF THE FY2025-26 BUDGET AND NON-AD VALOREM ASSESSMENT ROLL

Friday, September 5, 2025, at 6:00 PM in the Ballroom

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

AGENDA

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

- I. **CALL TO ORDER** – Vice-Chair Overs
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars
- III. **ROLL CALL** – Karon Bennett
- IV. **RESOLUTION 2025-22 (Annual Budget)** - Tom Hart, Esq.
- V. **PUBLIC INPUT** – Vice-Chair Overs
- VI. **RESOLUTION 2025-23 (Annual Assessment)** - Tom Hart, Esq.
- VII. **UPCOMING MEETINGS**
 - Monday, September 8, 2025 — Board of Supervisors — **9:00 a.m.** CR-C/Zoom
 - Monday, September 8, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Wednesday, September 10, 2025 — Golf Committee — 1:30 p.m. Activities Room A
 - Monday, September 22, 2025 — Board of Supervisors — **9:30 a.m.** CR-C/Zoom
 - Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
 - Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- VIII. **ADJOURNMENT**



HERONS GLEN RECREATION DISTRICT

PUBLIC HEARING

APPROVAL OF THE FY2025-26 BUDGET AND NON-AD VALOREM ASSESSMENT ROLL

Friday, September 05, 2025, at 6:00 PM in the Ballroom

MINUTES

| BOARD MEMBERS | PRESENT | OTHERS | PRESENT |
|-------------------------------------|---------|------------------------------|---------|
| Chair Howard Young | Zoom | District Counsel Tom Hart | X |
| Vice-Chair Peter Overs | X | General Manager J.B. Belknap | X |
| Treasurer Jayne Schwarz | X | Assistant GM Karon Bennett | X |
| Secretary Bill Kulkoski | Zoom | Controller Lynn Brew | X |
| Asst Secretary/Treasurer Karen Mars | X | Residents | 8 |

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars led the Pledge of Allegiance.
- III. **ROLL CALL** – Karon Bennett took roll call; attendees are listed above.
- IV. **RESOLUTION NO. 2025-22 (Annual Budget)** - Counsel Hart presented the Resolution 2025-22 for the annual budget as follows: *A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING A FINAL BUDGET FOR THE 2025-2026 FISCAL YEAR; PROVIDING FINDINGS; PROVIDING CONFIRMATION OF ANNUAL BUDGET; PROVIDING FOR ANNUAL ASSESSMENTS AND QUARTERLY INSTALLMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. Supervisor Schwarz moved to approve Resolution 2025-22; Supervisor Mars seconded the motion.*

PUBLIC INPUT – Vice-Chair Overs asked for input from the attendees. There was no input from residents in attendance.

Vice-Chair Overs called for the vote, and Resolution 2025-22 was approved unanimously.

The Public Hearing for the approval of the annual budget was closed, and another Public Hearing was opened for the approval of the annual assessment.

- V. **RESOLUTION NO. 2025-23 (Annual Assessment)** - Counsel Hart presented the Resolution 2025-23 for the annual assessment as follows: *A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT FINDING SPECIAL BENEFITS; APPROVING METHODOLOGY FOR ASSESSMENT AND COLLECTION AND FINAL 2025-2026 ASSESSMENT ROLL; PROVIDING FOR PAYMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.* Counsel Hart read Section 5 of the document as follows: *PAYMENT OF SPECIAL ASSESSMENTS. The Special Assessments on developed lots shall be payable in quarterly installments, or in such other manner as the District shall from time to time determine. Unless later revised by the Board, collection of the Special Assessments on lots the owners of which during the current fiscal year have been, two or more quarters delinquent in paying past assessments, shall be payable on the property tax bill pursuant to the Uniform Method set forth in Section 197.3632, Florida Statutes and said Special Assessment shall be included on each such bill along with the District’s bond debt service special assessments which are set forth in Resolutions 2020-33 and 2020-37. Supervisor Kulkoski moved to approve Resolution 2025-23; Chair Young seconded the motion.*

PUBLIC INPUT – Vice-Chair Overs asked for input from the attendees. There was no input from residents in attendance.

Vice-Chair Overs called for the vote, and Resolution 2025-23 was approved unanimously.

Vice Chair Overs clarified the start time for the upcoming Board meeting on Monday, September 8. The meeting was published in the local newspaper, beginning at 9:00 AM, and was listed on our website and in the HGRD newsletter as 9:30 AM. To avoid any confusion, the official start time will be 9:00 AM, as published in the newspaper.

VI. UPCOMING MEETINGS

- Monday, September 8, 2025 — Board of Supervisors — **9:00 a.m.** CR-C/Zoom
- Monday, September 8, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Wednesday, September 10, 2025 — Golf Committee — 1:30 p.m. Activities Room A
- Monday, September 22, 2025 — Board of Supervisors — **9:30 a.m.** CR-C/Zoom
- Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

VII. ADJOURNMENT took place at 6:08 p.m.

Submitted By:


Karon Bennett, Assistant GM

Date

Approved By the HGRD Board:


Peter Overs, HGRD Board Vice-Chair

9/5/2025
Date

FY 2024-25 Approved Budget

**FY 2025-26 Approved Budget -
Resolution 2025-22 09/05/2025**

| | Assessments | Other Sources of Funds | Expenditures | Assessments | Other Sources of Funds | Expenditures | Assessment % Change |
|--|----------------------------|-------------------------------|---------------------|----------------------------|-------------------------------|---------------------|----------------------------|
| HGRD Operations & Maintenance | | | | | | | |
| Administration | \$ 1,276,194 | \$ 171,729 | \$ 1,447,923 | \$ 1,279,854 | \$ 189,170 | \$ 1,469,024 | 0.3% |
| Food & Beverage | 549,860 | 1,468,640 | 2,018,500 | 528,846 | 1,524,850 | 2,053,696 | -3.8% |
| Facilities Maintenance | 960,379 | 5,800 | 966,179 | 1,019,841 | 9,000 | 1,028,841 | 6.2% |
| CLIS | 313,028 | 249,635 | 562,663 | 355,794 | 267,109 | 622,903 | 13.7% |
| Fitness | 65,872 | 5,000 | 70,872 | 63,650 | 3,235 | 66,885 | -3.4% |
| Pro Shop | - | 2,626,310 | 830,195 | - | 2,909,548 | 910,780 | N/A |
| Golf Maintenance | - | - | 1,796,116 | - | - | 1,998,768 | N/A |
| <i>Total Operations (rounded)</i> | <u>\$ 3,165,333</u> | <u>\$ 4,527,114</u> | <u>\$ 7,692,447</u> | <u>\$ 3,247,985</u> | <u>\$ 4,902,913</u> | <u>\$ 8,150,898</u> | <u>2.6%</u> |
| CapEx Def Maint Reserve | \$ 536,900 | | | \$ 617,500 | | | 15.0% |
| <i>Total Annual Assessment</i> | <u><u>\$ 3,702,233</u></u> | | | <u><u>\$ 3,865,485</u></u> | | | <u>4.4%</u> |

| | (pre-tax) | 2024-25 | 2025-26 | % Change |
|-------------------------------------|-----------|----------------|----------------|-----------------|
| Golf Membership Fees | | | | |
| Resident Household | | \$ 5,600 | \$ 5,880 | 5.0% |
| Resident Single | | 3,500 | 3,675 | 5.0% |
| Tennis Association Fee | | \$ 4,000 | \$ 4,200 | 5.0% |
| New Owner Capital Assessment | | \$ 4,500 | \$ 4,500 | 0.0% |

| | 2024-25 Annual | 2025-26 Annual | 2025-26 Quarterly | \$ Δ Annual | % Change |
|--|-----------------------|-----------------------|--------------------------|--------------------|-----------------|
| O&M Assessment per lot: (rounded) | | - | - | | |
| O&M | \$ 2,435 | \$ 2,498 | \$ 625 | \$ 63 | 2.6% |
| CapEx & Def Maint Reserve | \$ 413 | \$ 475 | \$ 119 | \$ 62 | 15.0% |
| Total Assessment | 2,848 | 2,973 | 743 | 125 | 4.4% |

* Includes \$50 annual increase in reserves to supplement the funding of the CLIS 2-wire project
Debt service (bond payments) are an amount of \$1,424.58 per year, which will appear on your Lee County Property Tax bill

HERONS GLEN RECREATION DISTRICT 2025-2026 APPROVED CONSOLIDATED BUDGET - RESOLUTION 2025-22 09/05/2025

| | Forward/Rsv from FY2024-25 | Assessments | Other Sources of Funds | Appropriated Expenditures | Forward/Rsv to FY2026-27 |
|---|---------------------------------------|---------------------|---------------------------------------|--------------------------------------|-------------------------------------|
| HGRD Operations & Maintenance | | | | | |
| Administration | \$ 26,000 | \$ 1,279,854 | \$ 163,170 | \$ 1,469,024 | |
| Food & Beverage | | 528,846 | 1,524,850 | 2,053,696 | |
| Facilities Maintenance | | 1,019,841 | 9,000 | 1,028,841 | |
| CLIS | | 355,794 | 267,109 | 622,903 | |
| Fitness | | 63,650 | 3,235 | 66,885 | |
| Pro Shop | | - | 2,909,548 | 910,780 | |
| Golf Maintenance | | - | - | 1,998,768 | |
| Total Operations | \$ 26,000 | \$ 3,247,985 | \$ 4,876,913 | \$ 8,150,898 | |
| HGRD Reserves | | | | | |
| CapEx & Def Maint Reserve | \$ 5,700,000 | \$ 617,500 | \$ - | \$ 6,317,500 | \$ - |
| Golf Course Special Improvements | \$ 90,000 | - | - | 90,000 | - |
| Losses Reserve Fund | \$ 642,000 | - | - | 642,000 | - |
| Total Reserves & Expenditures Held by HGRD | \$ 6,432,000 | \$ 617,500 | \$ - | \$ 7,049,500 | \$ - |
| | | \$15,200,398 | | \$15,200,398 | |
| Series 2020 Bonds | | | | | |
| Bond Payment - <i>Lee County Tax Collector</i> | - | 1,851,954 | - | - | - |
| Lee County Collections and Discounts | - | - | - | 66,354 | - |
| Debt Service | - | - | - | 1,785,600 | - |
| Held by Bond Trustee - US Bank | \$ - | \$ 1,851,954 | \$ - | \$ 1,851,954 | \$ - |
| | | \$1,851,954 | | \$1,851,954 | |
| TOTAL FY2025 HERONS GLEN RECREATION DISTRICT | | | | | |
| | \$ 6,458,000 | \$ 5,717,439 | \$ 4,876,913 | \$ 17,052,352 | \$ - |
| GRAND TOTAL | | | | | |
| | | \$17,052,352 | | \$17,052,352 | |

HGRD ASSESSMENTS AND FEES – FY2025-2026

ASSESSMENTS:

HGRD annual assessment payments not received and paid by the due dates are subject to late fees of \$20 per statement plus 8% per annum interest on the unpaid balance.

District Annual Assessments:

- Operations & Maintenance and Reserves for Capital and Deferred Maintenance: \$2,993 annually (\$748 per quarter)
- Debt Service: bond payment \$1,424.58 (billed by and payable to Lee County Tax Collector)

New Resident Capital Assessment:

- The assessment for new property owners closing on property in the District is \$4,500

MEMBERSHIP AND ASSOCIATION FEES:

Payments are due by Tuesday, September 30, 2025. *Renewals* not received and paid by this date are subject to late fees of \$20 per statement plus 18% per annum interest on the unpaid balance

Golf Membership rates for FY2025-2026 are as follows:

- Resident Single: \$3,675 (including FL sales tax = \$3,918.88)
- Resident Household of two: \$5,880 (including FL sales tax = \$6,257.80)
- Non-Resident Single: \$5,800 (including FL sales tax = \$6,173)
- Non-Resident Couple: \$7,925 (including FL sales tax = \$8,425.50)
 - New Non-Resident memberships are assessed a one-time Joining Fee of \$1,000.

Golf Range Membership and Handicap Service:

- Resident Single: \$390 (including FL sales tax = \$415.35)
- Resident Household: \$780 (including FL sales tax = \$830.70)
- Handicap Service: \$25 per person

Social Memberships: Use of District facilities and amenities, other than golf, by non-residents

- Non-Resident Single: \$2,000 (including FL sales tax = \$2,130)
- Non-Resident Household of two: \$3,000 (including FL sales tax = \$3,195)

Tennis Association:

- The annual assessment for the Tennis Association is \$4,200. This assessment is for special privileges afforded to the association

OTHER FEES/CHARGES APPROVED FOR FISCAL YEAR 2025-2026

Past due house accounts (charges for restaurant, pro shop, purchases, etc.) are subject to late fees of \$20 per statement plus 18% per annum interest on the unpaid balance

Concert Show Tickets (presented during January – February in the ballroom):

- Season Series of Four Tickets: \$85 per person
- Season Series of Four Tickets with Reserved Front Row Seats (limited to 125): \$95 per person
- Individual Tickets (if available): \$27 per person, per show
- Showcase of Shows (limited number of tickets): \$18 per person (scheduled for January)
- Jayne Curry Show (February): \$35, Preferred Front Row Seats (limited to 100): \$40 per person

Fitness Center and Pool Access:

- FOB: **\$15**
- Additional or Replacement Card: **\$10** (Two cards provided per lot with ownership)

Miscellaneous Office Services:

- The list of office services and fees is available from the HGRD Administration Office



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

September 8, 2025, 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** – Vice-Chair Overs
- II. **PLEDGE OF ALLEGIANCE** – Vice-Chair Overs
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **DISCUSSION AND APPROVAL OF STAHLMAN-ENGLAND CONTRACT FOR THE CLIS TWO-WIRE PROJECT**
- V. **UPCOMING MEETINGS**
 - Monday, September 8, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, September 22, 2025 — Board of Supervisors — **9:30 a.m.** CR-C/Zoom
 - Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
 - Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- VI. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING
September 8, 2025, at 9:00 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 | 0 |

- I. **CALL TO ORDER** – Vice-Chair Overs 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. **DISCUSSION AND APPROVAL OF STAHLMAN-ENGLAND CONTRACT FOR THE CLIS TWO-WIRE PROJECT**

The only item on the agenda was for the Board to review the nearly finalized contract with Stahlman-England. The overall project is valued at approximately \$2.8 million as shown on the cost sheet.

Concerns were raised regarding the tracking of repairs and billing. GM Belknap referred to his last report to the Board, where he said that Herons Glen will be invoiced only for repairs directly necessitated by unanticipated damage to facilities not part of the contract work resulting from Contractor’s Work. All such repairs must receive prior authorization from the Herons Glen Director of Golf & Grounds Maintenance, Tim Kortanek, or his designated representative. As a standard procedure, all repairs payable from this fund must have been approved, fully documented, and logged.

*Supervisor Kulkoski moved to give GM Belknap and District Counsel Hart authority to approve a contract not to exceed \$1,889,860 for the actual installation, plus potential repairs not to exceed \$500,000, after giving the Board members 48 hours to read the final contract if there's no objection from any Board member, made within those 48 hours. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***

| TOTAL Cost Projections | | |
|---|--|--------------------|
| *2-Wire Installation | | \$2,400,000 |
| *Removal of Pedestals, Remediation of damages, turf, asphalt, pavement, provide storage, etc. | | \$100,000 |
| *HGRD Contingency (per Russ' recommendation) | | \$240,000 |
| *Consultant/Engineer | | \$75,000 |
| | | |
| Total | | \$2,815,000 |

Chair Young asked if we have the right to cancel this contract at any given time without any punitive damages. Counsel Hart confirmed that the contract does allow for cancellation. Counsel Hart added that there is no delay damage in the contract. There is no retainage. The District’s tax-exempt status has been covered. Before the contract is finalized, GM Belknap will ask that Stahlman-England add the Recreation District as additional insured to the contract and include a schedule of hourly rates for repair work.

GM Belknap will confirm the September 22 start date with Stahlman-England following contract approval.

V. **UPCOMING MEETINGS**

- Monday, September 8, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, September 22, 2025 — Board of Supervisors — **9:30 a.m.** CR-C/Zoom
- Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

VI. **ADJOURNMENT** took place at 9:35 PM.

Submitted By:


Karon Bennett, Assistant GM


Date

Approved By the HGRD Board:


Peter Overs, HGRD Board Vice-Chair


Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

September 22, 2025, 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 Schwarz
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES**
 - July 18, 2025 – Regular Board Meeting
 - August 18, 2025 – Joint Board and Finance Meeting
 - September 5, 2025 – Public Hearing
 - September 8, 2025 – Regular Board Meeting
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VII. **FINANCIAL REPORT** – Controller Lynn Brew
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Mary Koenig
 - Finance Committee – Dennis Popp
 - Golf Committee – Bruce Johnson
 - Long-Range Planning Committee – Jeff Buxton
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
 - Proposed Changes to the Golf Policy – Vice-Chair Overs
 - Proposed Revision of the Events Checklist – GM Belknap
 - Resident Events Volunteers
- XI. **RESIDENT COMMENTS**

XII. UPCOMING MEETINGS

- Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Monday, October 6, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, October 6, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, October 20, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, October 27, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

XIII. ADJOURNMENT



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING
September 22, 2025, at 9:30 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 | 8 |

- I. **CALL TO ORDER** – Vice-Chair Overs opened the meeting at 9:30 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Schwarz led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** - *Supervisor Mars moved to approve the minutes from the July 18, 2025 Regular Meeting, August 18, 2025 Joint Board and Finance Meeting, September 5, 2025 Public Hearing, and September 8, 2025 Regular Board Meeting. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** - Counsel Hart reminded the Board about their upcoming ethics course on November 4, 2025, and the need to post updated goals and objectives by October 1, 2025. *Supervisor Mars moved that the existing state-mandated Goals & Objectives be updated to reflect 2026 dates. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.***
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap provided the following report:
 - CLIS 2-Wire Project**
 - Pre-construction meeting held with Russ Geiger, Stahlman-England, and Mainscape (HOA and Blue Stream invited; not in attendance). GM Belknap will meet with HOA Manager Joyce Gillespie this week to discuss providing Blue Stream as-builts, allowing early/Saturday entry, setting a direct Blue Stream contact for locates/outages, and discussing directional boring.
 - Workflow: One controller zone at a time, then turnover to Mainscape; initial focus on zones with battery timers (back half of community).
 - Stahlman-England superintendent on-site Monday to familiarize with property; materials ordered and mobilization underway.
 - Staging area approved: open space next to Fitness Center.
 - Community to receive the first brief project update on Monday. A series of emails will follow.
 - **Note to residents:** If you see people with blue shirts with SE on them, that's Stahlman-England, expect to see them around the community and possibly working in your backyard.
 - Ballroom & Bar**
 - Drywall complete; trim/paint to begin Monday.
 - Flooring scheduled next week.
 - Storage Containers**
 - Met with Kirkwood Electric regarding updated quote and permitting.
 - Additional information on the concrete and footers needs to be clarified with John Baker of Bowman Engineering.
 - Cart Storage**
 - Waterway Boat Lift Covers measured site; quote pending for removable canopy to house 21 golf carts in golf course maintenance area (removable for hurricanes).
 - #17 Bulkhead**
 - Variance applications/affidavits prepared for the county and SFWMD so we can harden 50% of our shorelines.

Bocce North Shade Structures

- Stoney indicated a weekend drop-off of the canopy but did not make the delivery. Plan B: Industrial Shade Sports engineering a special design to handle roof slope/drainage; detailed proposal forthcoming.

Fitness Center

- Limited clearance makes removing and replacing the ceiling tiles especially challenging. Crowther A/C evaluated Thursday; report/proposal to be shared this week. Discussion took place on a potential claim against the installer for damages.

VII. **FINANCIAL REPORT** – Controller Lynn Brew provided a brief overview of the August financial variances. August financials showed a net budget income of all departments \$22,891 and year-to-date budget surplus of \$174,113. Golf operations exceeded budget favorably by \$40,968, although golf maintenance costs were \$130,000 over budget for the year. The Board addressed golf budget overruns and requested a commitment to adhere to that budget.

VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**

- Facilities & Amenities Committee – Mary Koenig, no meeting.
- Finance Committee – Supervisor Schwarz reported that the Bid Oversight Committee met recently to discuss the selection of a general contractor for the shipping container storage and concrete/electrical proposals; the committee needed more info from management before making a recommendation.
- Golf Committee – Vice-Chair Overs mentioned that the committee went over the general condition of the golf course at their last meeting.
- Long-Range Planning Committee – Jeff Buxton, no meeting. The Board will be looking at updating the current Strategic Plan at the October meeting.
- Media Resources – Karen Jessop stated that she would be meeting with Gary Attalla to discuss lighting in the ballroom for upcoming resident events.
- Problem-Solving Committee – Beth Brucker, no meeting.
- Resident Events Committee – Gary Attalla stated the golf cart road rally may be canceled due to the lack of participation.

IX. **OLD BUSINESS**

X. **NEW BUSINESS**

Proposed Changes to the Golf Policy – The Board discussed a proposal regarding Renter and Non-residential initial Annual Membership fees. They clarified that renters do not need to pay the \$1,000 initiation fee, as this fee applies only to non-residents. The Board agreed to prorate an initial membership fee for renters based on their term of membership. They also discussed the possibility of transferring owners' memberships to renters but confirmed that memberships are non-transferable.

*Vice-Chair Overs moved to modify the Golf Policy to allow a one-time pro-rating of the Renter and Non-Resident initial Annual Golf Membership. Supervisor Schwarz seconded the motion. **The motion was approved unanimously.*** Supervisor Schwarz emphasized that management is required to maintain permanent records of all prorations conducted.

Proposed Revision of the Events Checklist – The Board discussed revisions to the events checklist, incorporating input from management to address issues with room use and special requests. They agreed to add initialing lines for general room use and modify the language regarding outside professionals using media equipment, removing the requirement for a license but retaining the requirement that outside professionals be approved by management. *Supervisor Schwarz moved to approve the mandatory checklist for groups that reserve District space. Supervisor Mars seconded the motion. **The motion was approved unanimously.***

Resident Events Volunteers – Vice-Chair Overs moved to appoint Janet Kerns and Sherry Long to the Resident Events Committee, replacing two resigning members. Supervisor Mars seconded the motion. **The motion was approved and management was requested to write Thank You notes to the resigning members.**

GM Belknap confirmed that booking responsibilities for Thursday night entertainment will transition to the Food & Beverage Director beginning in June 2026. This ensures that entertainment expenses are controlled by the Food & Beverage Director and aligned with the Food & Beverage budget.

XI. **RESIDENT COMMENTS** – A discussion took place on potential charges for various services during Resident Events Committee-sponsored events, including the use of glasses and dishwashing facilities. GM Belknap will have the Food & Beverage Director provide a schedule of pricing details for specific requests.

XII. **UPCOMING MEETINGS**

- Thursday, September 25, 2025 — Long Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, September 29, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Monday, October 6, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, October 6, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, October 20, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, October 27, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

XIII. **ADJOURNMENT** took place at 10:35 AM.

Submitted By:


Karon Bennett, Assistant GM Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

October 20, 2025, 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 Howard Young
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Kulkoski
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** - September 22, 2025 – Regular Board Meeting
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VII. **FINANCIAL REPORT** – Controller Lynn Brew
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Facilities & Amenities Committee – Mary Koenig
 - Finance Committee – Dennis Popp
 - Golf Committee – Bruce Johnson
 - Long-Range Planning Committee – Jeff Buxton
 - Media Resources – Karen Jessop
 - Problem-Solving Committee – Beth Brucker
 - Resident Events Committee – Gary Attalla
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
 - Ratification of the Concert Series Selection Committee:
 - Karen Coburn, Arthur Essery, Mary Koenig, Norman Montgomery, and Susan Wasserott
 - Annual Review of the Herons Glen Community Governing and Oversight Structure Document
- XI. **RESIDENT COMMENTS**
- XII. **UPCOMING MEETINGS**
 - Monday, October 27, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
 - Monday, November 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, November 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, November 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
 - Thursday, November 13, 2025 – Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
 - Monday, November 17, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, November 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- XIII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING
October 20, 2025, 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 Howard Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Kulkoski led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett; attendees are listed above.
- IV. **MINUTES** – Supervisor Kulkoski moved to approve the minutes from the September 22, 2025 Regular Board Meeting. Supervisor Mars seconded the motion. **The motion was approved unanimously.**
- V. **DISTRICT COUNSEL’S REPORT** - Counsel Hart presented Resolution 2025-25 to the Board: *Supervisor Mars moved to approve Resolution 2025-25, Supervisor Schwarz seconded the motion, and the Resolution was unanimously approved as follows:* A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2025/2026 RESERVE ACCOUNT FOR STORAGE IMPROVEMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Additionally, Counsel Hart presented Resolution 2025-26 to the Board: *Supervisor Kulkoski moved to approve Resolution 2025-26, Supervisor Schwarz seconded the motion, and the Resolution was unanimously approved as follows:* A RESOLUTION OF THE BOARD OF SUPERVISORS OF HERONS GLEN RECREATION DISTRICT APPROVING \$5000 PARTIAL REPAYMENT OF 2020 BONDS; APPROVING TRANSFER OF \$4,190.89 FROM BOND CONSTRUCTION ACCOUNT TO BOND REDEMPTION ACCOUNT; APPROVING TRANSFER OF UP TO \$795.72 FROM BOND REVENUE ACCOUNT TO BOND REDEMPTION ACCOUNT; APPROVING THE PARTIAL REPAYMENT OF 2020 BONDS; AUTHORIZING EXECUTION BY EITHER TREASURER OR CONTROLLER OF YEAR 2025 PUBLIC DEPOSITOR ANNUAL REPORT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group as follows:
 - CLIS 2-Wire Project:** An email update was sent to residents outlining the first three phases of the sequencing plan for the wire-path installation, scheduled to begin on or before October 27 by Stahlman-England Irrigation. Approximately 90% of project materials have been delivered. The first flow zone has been white-lined and flagged, and utility locates have been requested. Directional boring for road crossings is expected to begin within a week. The initial phase may take up to four weeks to complete, with progress expected to accelerate thereafter.
 - Ballroom Transformer & Bar:** Kirkwood Electric has installed a new electrical transformer in the ballroom closet to replace the aging unit supplying both clubhouse chillers. The ballroom bar was successfully reopened for Trivia Night. Remaining punch-list items include covering draft-beer lines, completing Coke fountain connections, and adding a POS terminal and cabinetry. The IT company will finalize system connections on Tuesday.
 - Hole #17 Bulkhead:** Engineer John Baker continues to await a Lee County response to questions from his planner. Lee County has requested an updated Master Concept Plan and supporting documentation for the #17 area. District staff continue to assist Bowman Engineering in providing required materials despite ongoing County delays.
 - Storage Containers:** Two bids were received for site work and foundations on the project. After review by the Finance Bid Oversight Committee and work with the engineer, the bids from Denmark Construction –

\$101,000 and Ernest Construction – \$94,000 are being considered. The Bid Oversight Committee requested additional information; Ernest could not provide local project references., Management feels that Denmark remains the more reliable choice. And I am planning to meet with Finance Chair Dennis Popp on the revisions. Separate Electrical bids are being reviewed, Kirkwood Electric Electric has submitted two options, and another contractor will submit them next week. Larry Denmark is preparing a proposal to serve as Project Manager. Storage containers have been numbered, and logistics for placement have been coordinated.

Bocce North Shade Structures: Dragon Recreation Services has agreed to reinstall the canopies but has not yet been on site. A backup proposal has been requested from Industrial Shade Sports. Denmark Construction is exploring, a fabricated metal gutter system to redirect rainwater away from the courts.

Fitness Center Condensation: Crowther AC identified venting and duct issues contributing to condensation. Recommended Repairs included mending broken dryer vents and supply connections. Further recommendations include sealing all duct joints and evaluating the use of spray-foam insulation. Continued review is planned.

End-of-Year Budget Reports: Preliminary FY 2025 reports indicate a \$232,000 Budget surplus, comprised of \$97,000 from golf and \$135,000 from non-golf operations. This is approximately \$37,000 (13%) below the mid-year forecast but remains favorable to the adopted budget. The group examined financial performance, noting a \$62k positive variance in the restaurant. Management continues work and noted that these are unaudited figures. The audit should be completed by the end of January.

Discussion ensued on the drought conditions that can have significant effects on the maintenance and quality of the golf course. Proactive measures will be taken to mitigate any negative impacts. Maintaining the golf course's health is crucial. Alternative options for gaining more water, such as expanding current lakes or creating another lake, were discussed. The Problem-Solving Taskforce and Long-Range Committee may research the options for water.

The Board reviewed the golf membership budget, noting 17 golfers more than projected for this date and a shift in membership mix, with more non-resident members at this time than in the past. The Board considered freezing non-resident memberships, with a decision on this later pending further discussion. Vice-Chair Overs emphasized the importance of maximizing revenue without damaging the golf course. GM Belknap will follow up by providing the Board with more detailed membership numbers.

VII. **COMMITTEE REPORTS & RECOMMENDATIONS** - The Board agreed to have Committee Reports placed only on the first Board meeting of each month. Committee Chairs will be advised to continue to provide written reports of recommendations to the Board in advance of the first meeting of the month.

- Facilities & Amenities Committee – Mary Koenig, no meeting. Supervisor Mars reported that organizing the storage space in the mezzanine, and verandah is ongoing..
- Finance Committee – Dennis Popp, no meeting
- Golf Committee – Bruce Johnson, no meeting
- Long-Range Planning Committee – Jeff Buxton stated that a lot of work is being done on the Strategic Plan.
- Media Resources – Karen Jessop, no meeting
- Problem-Solving Committee – Beth Brucker, no meeting
- Resident Events Committee – Gary Attalla, no meeting

VIII. **OLD BUSINESS** – None was presented.

IX. **NEW BUSINESS**

Concert Series Selection Committee – *Supervisor Mars moved to approve the following individuals for the Concert Series Selection Committee: Karen Coburn, Arthur Essery, Mary Koenig, Norman Montgomery, and Susan Wasserott. Supervisor Kulkoski seconded the motion. **The motion was approved unanimously.***

Annual Review of the Herons Glen Community Governing and Oversight Structure Document – Supervisor Mars moved that the Herons Glen Community Governing and Oversight Structure document be amended by changing the Lightning Detection System to Lightning Prediction System and then be approved as amended. Supervisor Kulkoski seconded the motion. **The motion was approved unanimously.**

X. **RESIDENT COMMENTS** – No further comments were presented.

XI. **UPCOMING MEETINGS**

- Monday, October 27, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Monday, November 3, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, November 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, November 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
- Thursday, November 13, 2025 – Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, November 17, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, November 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

XII. **ADJOURNMENT** took place at 10:36 A.M.

Submitted By:


Karon Bennett, Assistant GM

Date

Approved By the HGRD Board:


Howard Young, HGRD Board Chair

Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

November 3, 2025, 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 Howard Young
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** - October 20, 2025 – Regular Board Meeting
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Finance Committee – Dennis Popp
- VIII. **OLD BUSINESS**
- IX. **NEW BUSINESS**
 - Review of the [2026 Board Meeting Schedule](#) – Vice-Chair Overs
 - Review of Website Pages:
 - [Future Resident Info](#)
 - [New Resident Info Center](#)
 - [Report A Problem](#)
- X. **RESIDENT COMMENTS**
- XI. **UPCOMING MEETINGS**
 - Monday, November 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, November 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
 - Thursday, November 13, 2025 – Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
 - Monday, November 17, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, November 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- XII. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING
November 3, 2025, 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 | ZOOM |
| 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 | 13 |

- I. **CALL TO ORDER** – Chair Howard Young opened the meeting at 9:00 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 Kulkoski made a motion to approve the minutes from the Regular Board Meeting on October 20, 2025. Vice Chair Overs seconded the motion. **The motion was approved unanimously.**
- V. **COMMITTEE REPORTS & RECOMMENDATIONS**

Finance Committee – Supervisor Schwarz reported that the Bid oversight subcommittee and subsequently the Finance Committee met on October 29, 2025, concerning the bids for the earthwork, concrete footings, and pavement work for the storage container portion of the maintenance storage project.

This meeting was a follow-up to the September 17th meeting on the above, where the committee requested additional work.

Management provided updated pricing and clarification of estimates from the two bidders, which were received as a result of a public advertisement. Management also obtained a separate quote on gravel and lime rock. One bidder understated the cost of gravel and lime rock.

It should be noted that the bids are just one component of the project and do not include other aspects to be separately contracted, including electrical, required landscaping, equipment rental to move the storage containers into place, etc.

After committee discussions on the bid, bidders, and the project, the Finance committee unanimously recommends that the Board of Supervisors contract with Denmark Construction for the work. The Base price quoted was \$100,931, and a concrete apron at the entrance, as shown on the LDO, as an add alternative is an additional \$5,600.

*Supervisor Schwarz moved that the Board accept the Finance Committee’s recommendation as written. Vice Chair Overs seconded the motion. **The motion was approved unanimously.***

The timeline for permits and construction was estimated at 6-7 weeks, and the Board addressed the relocation of storage sheds and a trailer.

The Board addressed a situation with Dragon Recreation, noting an unpaid debt of \$28,000 and a lack of response to their termination notice. It was decided to explore legal action and recover the funds from the contractor if necessary. Counsel Hart was tasked with gathering numbers for potential legal action.

- VI. **DISTRICT COUNSEL’S REPORT** - Counsel Hart presented Resolution 2025-28 to the Board: *Vice-Chair Overs moved to approve Resolution 2025-28, Supervisor Mars seconded the motion, and the Resolution was unanimously approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2025-2026 RESERVE FUND FOR CONSTRUCTION MANAGEMENT SERVICES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.*

The group reviewed the 2026 Board Meeting Schedule. Counsel Hart presented 2025-27 to the Board: *Supervisor Schwarz moved to approve Resolution 2025-27 as amended, Vice-Chair Overs seconded the motion, and the Resolution was unanimously approved as follows: A RESOLUTION CALLING AND FIXING THE DATES OF REGULARLY SCHEDULED MEETINGS OF THE BOARD OF SUPERVISORS OF HERONS GLEN RECREATION DISTRICT FOR THE CALENDAR YEAR 2026; DESIGNATING THE TIME AND PLACE OF SAME; AND, DIRECTING PUBLICATION OF NOTICE OF SAME.*

- VII. **GENERAL MANAGER’S REPORT**— General Manager J.B. Belknap updated the group as follows:
CLIS 2-Wire Project: A fiber line was struck on Via Montana after the area had been marked clear by BlueStream. BlueStream has repaired the damage, and Stahlman-England has paused trenching until an on-site meeting confirms accurate fiber markings. Stahlman-England continues to work pulling wire, installing rods, decoders, and solenoids. Directional boring remains unaffected and is ongoing. Work will resume in the remaining areas once BlueStream finalizes markings. Community updates will continue via email.
Ballroom Bar: New countertop installation is complete. Internet/POS connections are finished, and cabinetry work is done. Coke Company needs to return to complete its fountain drink connections.
Bocce North Shade Structures: Accent Awnings agreed to reinstall the canopies for \$2,400 (lower than the prior \$4,900 quote). Start date pending. Dragon Recreation Services has not returned the \$28,250 deposit; additional legal support is expected via Counsel Hart. The existing canopies have been returned. The quote for the metal gutter system is pending from Suncoast Steel.

- VIII. **OLD BUSINESS** – None was presented.

- IX. **NEW BUSINESS** - The Board reviewed several informational pages on the Herons Glen website designed to enhance communication and transparency. The following summaries outline the purpose and benefits of each page reviewed.

The [New Resident Info Center](#) page serves as a resource to help new homeowners get started at Herons Glen. It outlines the orientation process and provides quick access to essential forms and guides—everything from billing and amenities to website navigation and dining reservations. By organizing this information in one place, the page ensures residents have the tools and knowledge they need to fully enjoy their new community and understand the distinction between the HGRD and HOA.

The [Report A Problem](#) page provides residents with a simple, direct way to share concerns or report issues within the Rec District. By organizing contact links by department, it ensures each report reaches the right team quickly—whether it’s accounting, maintenance, dining, golf, irrigation, or website-related. This system helps management maintain clear communication and quickly resolve issues.

The [Future Resident Information](#) page gives prospective homeowners an overview of the roles of the Recreation District and the Homeowners Association. This page promotes transparency, helps buyers make informed decisions, and shows Herons Glen as a well-managed, welcoming community.

Discussion took place regarding a draft of a shared document between the HGRD and the HOA intended to outline the base annual fees associated with living in Herons Glen. While the Board recognized the potential value of this information for prospective residents, it was determined that the responsibility of sharing fees more appropriately falls within the scope of realtors. As a result, the use of the drafted document will not move forward at this time.

- X. **RESIDENT COMMENTS** – The group discussed ongoing water management challenges, including low lake levels and potential watering restrictions. They addressed concerns about irrigation issues and communication between Mainscape, the HOA, and HDRD. GM Belknap explained the chain of command for addressing irrigation problems, with Mainscape handling customer service requests and Tim Kortanek overseeing both golf course and grounds maintenance.

The Board explained that they are planning a \$3 million upgrade to the irrigation system, which will involve replacing controllers, old electrical wiring and installing a two-wire system in conduits, though this project won't be completed until early 2026. It does not include valves and sprinkler heads. The Board agreed to have GM Belknap follow up on the list of properties not receiving water service from Mainscape, while also noting that they have an existing agreement with the HOA to prevent them from issuing violation letters to affected residents.

XI. **UPCOMING MEETINGS**

- Monday, November 3, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, November 10, 2025 — Finance Committee — 9:00 a.m. CR-C/Zoom
- Thursday, November 13, 2025 – Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, November 17, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, November 24, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

- XII. **ADJOURNMENT** took place at 10:57 a.m.

Submitted By:

Karon Bennett 12/15/2025
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

Howard Young 12/15/2025
Howard Young, HGRD Board Chair Date



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

November 17, 2025, 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** – Chair Young
- III. **ROLL CALL** – Assistant GM Bennett
- IV. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- V. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VI. **PRELIMINARY FINANCIALS** – GM Belknap and Controller Brew
- VII. **COMMITTEE REPORTS & RECOMMENDATIONS**
 - Resident Events – Committee Chair Resignation
 - Finance Committee – Dennis Popp 11.10.2025 Meeting
 - Long-Range Planning Committee – Jeff Buxton 11.13.2025 Meeting
 - Chair Young - Mary Koenig to take Bob Herbstritt’s place on the Long-Range Planning Committee
- VIII. **OLD BUSINESS**
 - Review of the DRAFT 2026 Board Meeting Schedule – Vice-Chair Overs and Counsel Hart
- IX. **NEW BUSINESS**
- X. **RESIDENT COMMENTS**
- XI. **UPCOMING MEETINGS**
 - Monday, December 1, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, December 1, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Wednesday, December 3, 2025 — Golf Committee — 2:00 p.m. CR-C/Zoom
 - Monday, December 15, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, December 22, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- XII. **ADJOURNMENT**



**MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING
November 17, 2025, 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 | Zoom |
| 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 | 6 |

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Chair Young led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Bennett took roll call; attendees are listed above.
- IV. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap reported:
 - CLIS 2-Wire Project:** Stahlman-England’s inability to accurately locate BlueStream’s fiber is causing delays. The discussion revealed that while temporary repairs are being made when the fiber is cut, a permanent splice is required, and concerns were raised about the temporary wire placement being susceptible to damage by mowers. Monday’s meeting with the contractors and BlueStream should finally bring clarity and provide a well-defined path moving forward, including marking the fiber and coordinating digging schedules to avoid damage.
 - Mainscape:** Mainscape continues to focus on supplying water to weak turf areas around the community that may be experiencing electrical issues or inadequate irrigation during the transition to the new 2-wire system. CSR’s will be addressed only for broken pipes/heads or emergencies like water running for over 2 hours. This has been communicated to the residents.
 - Storage Containers:** We are expecting to receive a proposal from another electrical contractor in addition to the proposal submitted by Kirkwood Electric for the electrical portion of the storage container project.
 - #17 Bulkhead:** No response has been received from Lee County zoning regarding our request to amend the allowance for hardened shoreline from 20% to 50% of each lake’s total shoreline.
 - Golf Membership:** At the end of November, golf operations were forecasted to have 575 total golfers. As of today, membership stands at 597 golfers, a 38% positive variance. Revenue has already reached \$2,090,000, which was our total golf membership revenue target for year-end. The budget projected incremental membership growth, with total memberships topping off at 600 golfers by the end of March. That projection accounted for expected refunds as well as anticipated additions of 4 new resident households, 15 new resident singles, 11 new non-resident singles and 2 new non-resident households joining between now and March. Given that we are only 3 golfers shy of our year-end target, management recommended that the Board consider freezing new non-resident memberships to those who have already been given commitments. *Vice-Chair Overs moved to freeze the non-resident golf membership opportunities. Chair Young seconded the motion. **The motion was approved unanimously.***
 - Golf Course:** Interviews for the Golf Course Superintendent’s replacement are taking place, and it’s expected that management will extend the offer by early next week. The USGA was on-site Thursday for an upcoming USGA Green Section feature article. Once it is published, it will be shared with the community.
- V. **DISTRICT COUNSEL’S REPORT** - Counsel Hart presented a revision of Resolution 2025-27 for the 2026 Board Meeting Schedule: *Supervisor Schwarz moved to approve Resolution 2025-27, Vice-Chair Overs seconded the motion, and the Resolution was unanimously approved as follows: **A RESOLUTION CALLING AND FIXING THE DATES OF REGULARLY SCHEDULED MEETINGS OF THE BOARD OF SUPERVISORS OF HERONS GLEN RECREATION DISTRICT FOR THE CALENDAR YEAR 2026; DESIGNATING THE TIME AND PLACE OF SAME; AND, DIRECTING PUBLICATION OF NOTICE OF SAME.***

Additionally, Resolution 2025-29 was presented to the Board: *Vice-Chair Overs moved to approve Resolution 2025-29, Supervisor Kulkoski seconded the motion, and the Resolution was unanimously approved as follows: A RESOLUTION OF THE HERONS GLEN RECREATION DISTRICT APPROVING EXPENDITURES FROM 2025-2026 RESERVE FUND FOR CONSTRUCTION MANAGEMENT SERVICES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.*

Counsel Hart reminded the Board of their annual ethics training to take place at his office on November 18, 2025.

- VI. **PRELIMINARY FINANCIALS** – GM Belknap and Controller Brew shared the first month of the fiscal year’s financials, which showed overall favorability to budget. Staffing levels were discussed, noting that facilities maintenance was understaffed but is now fully staffed.

The Board discussed financial concerns, particularly the \$21,000 additional CLIS maintenance expense, which was attributed to frequent service calls. Mainscape will reduce calls until the two-wire system is implemented by addressing only broken pipes/heads and emergencies such as water running for an extended time.

VII. **COMMITTEE REPORTS & RECOMMENDATIONS**

Resident Events – The Board acknowledged the resignation of two members of the committee. They expect an update from the committee at the first Board meeting in December.

Finance Committee – Supervisor Schwarz stated that the committee met on November 11, 2025, but did not have a recommendation for the Board.

Long-Range Planning Committee – Jeff Buxton stated that the committee met on November 13, 2025. The committee is working on the Annual Resident Survey to be shared with the residents in January. The committee continues to work on the draft of the Master Plan update. The Board acknowledged the resignation of one member. The Long-Range Planning Committee plans to move an alternate into a position with voting rights and inform the Board at the first Board meeting in December if they would like to replace the alternate position.

- VIII. **OLD BUSINESS** –The Board discussed water supply concerns, noting that lakes are down 15 inches due to a rainfall deficit, and wells have been running for two months. They considered investigating the cost of expanding water infrastructure, with Tim Kortanek scheduled to present information at the first meeting in December. The Board also acknowledged that the community is still receiving effluent water daily. This may increase as more houses are built in the area.

- IX. **NEW BUSINESS** – No new business was presented.

- X. **RESIDENT COMMENTS** – The residents participated in the discussions above. No further comments were given.

XI. **UPCOMING MEETINGS**

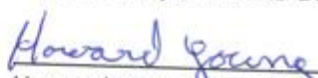
- Monday, December 1, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, December 1, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Wednesday, December 3, 2025 — Golf Committee — 2:00 p.m. CR-C/Zoom
- Monday, December 15, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, December 22, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom

- XII. **ADJOURNMENT** took place at 9:10 a.m.

Submitted By:


Karon Bennett, Assistant GM
Date 12/15/2025

Approved By the HGRD Board:


Howard Young, HGRD Board Chair
Date 12/15/2025



AGENDA - RECREATION DISTRICT REGULAR BOARD MEETING

December 15, 2025, 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** – Supervisor Schwarz
- III. **REGULAR BOARD MEETING MINUTES** – November 3, 2025, November 17, 2025, November 18, 2025, and December 1, 2025
- IV. **ROLL CALL** – Assistant GM Bennett
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
- VI. **GENERAL MANAGER’S REPORT**– General Manager J.B. Belknap
- VII. **OLD BUSINESS**
 - Review 2026 Strategic Planning Survey – Chair Young
 - Review of DRAFT 2025 HGRD Master Plan – Chair Young
- VIII. **NEW BUSINESS**
 - Consideration of Digital Events Display – Chair Young
- IX. **RESIDENT COMMENTS**
- X. **UPCOMING MEETINGS**
 - Monday, December 22, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
 - Monday, January 5, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
 - Monday, January 5, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
 - Monday, January 19, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
 - Thursday, January 22, 2025 — Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
 - Monday, January 26, 2025 — Joint Board Meeting with Finance Committee — 9:00 a.m. CR-C
- XI. **ADJOURNMENT**



MINUTES - RECREATION DISTRICT REGULAR BOARD MEETING

December 15, 2025, 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 | 7 |

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Schwarz led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Bennett took roll call; attendees are listed above.
- IV. **REGULAR BOARD MEETING MINUTES** – *Supervisor Mars moved to approve the minutes from the Regular Board Meetings that took place on November 3, 2025, November 17, 2025, November 18, 2025, and December 1, 2025. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq. addressed an ongoing legal matter regarding service of documents to Dragon Recreation, Inc. Alternative service methods, including publication, will be pursued if personal service proves unsuccessful. Additionally, the Board was asked to review the Resolution 2026-01 to start the election process, which will be discussed in detail at the January 5, 20225 meeting.
- VI. **GENERAL MANAGER’S REPORT**– GM Belknap updated the group as follows:
 - CLIS 2-Wire Project:** Controller #2 is complete with 204 operational stations; waterproof connectors are being installed. Additional Controller #3 added near Odyssey to accommodate extra valves; expected online by Tuesday. The back half of the community will now be served by four controllers. Controller #4 conduit installed on Wheelock and along the eastern side of Athenian; wiring and programming underway. We will adjust irrigation schedules as needed and post water run time ranges on the website (heronsglenc.com) when the project is completed. Stahlman-England will repair all turf disturbed by directional boring once work is complete. Project expenditures to date: \$1.1M.
 - Mainscape:** Battery timers are being relocated to homes with electrical issues.
 - Storage Containers:** The permit has been approved; site prep and concrete footers are expected to start shortly after the start of the new year. Electrical proposals under review.
 - Driving Range Restrooms:** The permit is under county review; approval is anticipated after the start of the new year.
 - Bocce North Shade Structures:** Attempts to source a canopy extension to direct water away from the courts are underway.
 - #17 Bulkhead:** Deviation request has been submitted to Lee County; approval expected shortly after the start of the new year. A separate SFWMD application is required.
 - Water Concerns:** Investigation continues into the feasibility of reactivating two inactive wells (golf course hole number 4 and Portofino), including consultation with FGUA and the county; findings will be reported to the Board.
 - Preliminary Budget Highlights (after two months):**
 - Golf Membership: up 5% to budget; total golf revenue 8% favorable variance budget YTD.
 - Golf Maintenance: \$7K favorable variance; total golf YTD positive variance: \$70K.
 - F&B: Food sales 30% favorable variance budget, beverage 25% positive; total positive variance \$52K.
 - District-wide positive variance YTD: \$108K.

VII. **OLD BUSINESS**

Review 2026 Strategic Planning Survey – The Board spent significant time reviewing and modifying questions in the annual survey. After the necessary changes are made to the document, it will be shared again with the Board for their final approval.

Review of DRAFT 2025 HGRD Master Plan – The group reviewed the draft Master Plan and agreed to review the plan again in February with Board members encouraged to submit additional comments on the plan in the meantime.

VIII. **NEW BUSINESS**

Consideration of new technology – Discussion ensued on the potential for implementing technology, such as digital signage, and kiosks for ordering food and drinks at poolside. Concerns were expressed about raising unrealistic expectations, adequate staffing, and ensuring existing technologies are fully functional before introducing new ones.

IX. **RESIDENT COMMENTS** – No comments were presented.

X. **UPCOMING MEETINGS**

- Monday, December 22, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Monday, January 5, 2025 — Board of Supervisors — 9:00 a.m. CR-C/Zoom
- Monday, January 5, 2025 — Resident Events Committee — 1:00 p.m. Activities Room A
- Monday, January 19, 2025 — Facilities & Amenities Committee — 9:00 a.m. CR-C/Zoom
- Thursday, January 22, 2025 — Long-Range Planning Committee — 9:00 a.m. CR-C/Zoom
- Monday, January 26, 2025 — Joint Board Meeting with Finance Committee — 9:00 a.m. CR-C

XI. **ADJOURNMENT** took place at 10:55 a.m.

Submitted By:

 01/05/2026
Karon Bennett, Assistant GM Date

Approved By the HGRD Board:

 01/05/2026
Howard Young, HGRD Board Chair Date