

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Monday, March 3, 2025 - 1:00 p.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>              | <b>Present</b> | <b>OTHERS</b>                               | <b>Present</b> |
|-----------------------------|----------------|---------------------------------------------|----------------|
| Mary Koenig, Chair          | X              |                                             |                |
| Sherri Long                 | X              | Karen Mars, Board Liaison                   | X              |
| Teresa Pipal                | -              | J.B. Belknap, General Manager               | X              |
| Bob Polenska                | X              |                                             |                |
| Dennis Rathburn, Vice Chair | X              | Wendy Shea, Activities & Events Coordinator | X              |
| Kim Roerk                   | Zoom           | Supervisor Peter Overs                      | X              |
| Elaine Sawyer               | -              |                                             |                |
|                             |                | <b>Residents:</b>                           | <b>2</b>       |

- I. **CALL TO ORDER** –Chair Koenig called the meeting to order at 1:00 p.m.
- II. **WELCOME**– Chair Koenig welcomed those in attendance in person and by Zoom.
- III. **APPROVAL OF MEETING MINUTES (November 11, 2024)** – Chair Koenig asked for approval of the Facilities & Amenities Advisory Committee minutes for November 11, 2024. Bob Polenska moved to accept the minutes for November 11, 2024, as presented. Sherri Long seconded the motion. A vote was taken, and the minutes were approved.
- IV. **OLD BUSINESS –**
  - A. **Report on prior concerns referred to Management –**  
There were no prior concerns referred to Management to report.

GM Belknap updated the committee of the current bond projects and their status. Those projects include:

**Window & Door Replacement:**

BNT Window & Door began working on the second phase of the window and door replacement around the Clubhouse. All the card rooms and pro show exterior windows and doors were replaced, as well as the doors accessing the Administration offices. PGT, the company that provides the materials, shorted BNT on and a half window (HOA office window & HOA Conference Room) along with door hardware for the card room exterior doors. BNT will return once the remaining materials arrive and will also adjust the tension on several of the doors. The next phase includes replacing the 9 ballroom doors. They will need access to the ballroom from Monday to Monday (8 days) for installation. The schedule is being reviewed to see if there is a week open from mid to late April. Management is also targeting the week of July 7<sup>th</sup> to replace the restaurant windows, coinciding with the planned restaurant closure for deep cleaning.

**Storage & Driving Range Restrooms:**

Management and the HGRD engineers had a productive meeting with the lead reviewer from Lee County concerning the LDO Modification for the Storage containers and the Driving Range Restrooms.

**Asphalt Resurfacing:**

The HGRD is currently working on obtaining a company to re-asphalt around the Clubhouse and other District parking areas.

**Ballroom Improvements**

Ballroom bar permitting still has not been approved by Lee County. The granite countertop was installed last week, and the trim carpenter has been contacted to return to finish the trim work.

**CLIS Operations & 2 -Wire Project**

Mainscape still has numerous work orders on the CLIS operations. Mainscape has installed numerous battery-operated timers in the back half of Herons Glen until the wire paths can be replaced and buried. Numerous residents are opening their irrigation boxes and turning on their water which reduces pressure on other homes in the area and damages the valve set. Management is working with Mainscape to deter this practice.

**B. Report on prior issues referred to the Board –**

No issues were referred to the Board of Supervisors in November 2024.

**C. Report on prior issues that required further study –**

**1. Discussion of the 2025 Strategic Plan Survey data results.**

**a) Restaurant Facility, Service and Menu**

Chair Koenig asked if the committee had any comments or issues with the survey results for the restaurant facility, service or menu. Dennis Rathburn expressed his concern and disappointment that the restaurant closes on Tuesday night at 6:30 p.m. The MGA golfers get off the course late on Tuesdays and are unable to order any food before the kitchen closes. Discussion ensued on the subject and ideas were expressed that there needs to be more servers on the floor on Tuesday, possibly have a self-serve station for beer or 1 server dedicated to having beer ready when the rush arrives.

GM Belknap stated that after 4 months of this fiscal year the restaurant revenue is up \$50,000. The food truck that serves breakfast in the parking lot is a test project and will be reevaluated at the end of the season.

**b) Cornhole Activity**

Chair Koenig informed the committee that at the March Board of Supervisors meeting the HGRD will not consider making Cornhole an Amenity. It will remain an Activity until further notice. The Board has expressed a willingness to purchase a Storage Shed for the Cornhole players to store their equipment. They have asked the Cornhole group to purchase some artificial grass and test whether the cornhole boards and bags damage the Shuffleboard courts. As it stands now, they can continue Cornhole events on the Clubhouse parking lot. Even though the Cornhole Activity received a 30% of respondents' positive response on the 2025 Survey, it only represents 10% of the total community.

**VI NEW BUSINESS –**

**A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds.**

Chair Koenig stated that a resident complained that residents are parking their carts in car parking spaces. She checked the Policy & Procedures and there is nothing that states that parking a single or double cart in a car parking space is against the rules. After discussion, the committee asked if a reminder be placed in an upcoming GM Report email that as a courtesy that golf carts do not park in Vehicle parking spaces.

**B. Resident concerns/requests regarding recreational activities** – No concerns/requests regarding recreational activities were brought up at the meeting.

**C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Board Liaison Karen Mars stated that a resident came to her to suggest eliminating the 18% gratuity on the chits for the Nest Restaurant. Discussion included: the golfers did not like to pay 18% gratuity for pitchers of beer, the gratuity should not be eliminated but should be increased to 20%, the 18% gratuity is not mandatory, management will weed out those servers who do not provide good service, and presently the 18% service charge is put through payroll and the servers pay tax on the charge. After discussion, Chair Koenig made a recommendation to leave the 18% gratuity as is. Dennis Rathburn seconded the motion, and a vote was taken and the motion passed unanimously.

At the November 2024 Facilities meeting, the Pickleball Board asked for permission for two logos to be painted on the District shed used by Pickleball. After discussion, the Facilities Committee requested that the Pickleball Board develop a plan with more detail on how they want to paint the logos on the new District shed, a maintenance plan for the upkeep of the logos, and the size and number of logos to be painted and come back to Facilities and Amenities Committee with a more detailed plan. A few weeks ago, the Pickleball Board decided to attach a painting to the District shed used by Pickleball without permission. Policy and Procedures for the HGRD states that no modifications may be made unless approved by management. After discussion on the issue, Bob Polenska made a motion to recommend to the Board of Supervisors that the Policy & Procedures manual should be changed and that there should be no restrictions on modifications to any HGRD property by residents. Chair Koenig asked for a second to the motion, none was given and the motion failed.

**VII NEXT MEETING DATE** – Monday, March 31, 2025, at 9:00 a.m. – CR-C/Zoom

**VIII ADJOURNMENT** – Meeting adjourned at 2:25 p.m.

APPROVED:

APPROVED  
Dennis Rathburn, Vice Chair

April 18, 2025  
Date

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Monday, April 18, 2025 - 9:00 a.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>              | <b>Present</b> | <b>OTHERS</b>                               | <b>Present</b> |
|-----------------------------|----------------|---------------------------------------------|----------------|
| Mary Koenig, Chair          | -              |                                             |                |
| Sherri Long                 | X              | Karen Mars, Board Liaison                   | X              |
| Teresa Pipal                | X              | J.B. Belknap, General Manager               | X              |
| Bob Polenska                | X              |                                             |                |
| Dennis Rathburn, Vice Chair | X              | Wendy Shea, Activities & Events Coordinator | X              |
| Kim Roerk                   | Zoom           | Supervisor Peter Overs                      | X              |
| Elaine Sawyer               | -              |                                             |                |
|                             |                | <b>Residents:</b>                           | <b>0</b>       |

- I. **CALL TO ORDER** –Vice Chair Rathburn called the meeting to order at 9:00 a.m.
  
- II. **WELCOME**– Vice Chair Rathburn welcomed those in attendance in person and by Zoom. Vice Chair Rathburn and the Facilities & Amenities Committee members wanted to wish Mary Koenig a speedy recovery.
  
- III. **APPROVAL OF MEETING MINUTES (March 3, 2025)** – Vice Chair Rathburn asked for approval of the Facilities & Amenities Advisory Committee minutes for March 3, 2025. Sherri Long moved to accept the minutes for March 3, 2025, as presented. Bob Polenska seconded the motion. A vote was taken, and the minutes were approved.
  
- IV. **OLD BUSINESS** –
  - A. **Report on prior concerns referred to Management** –  
GM Belknap updated the committee of the current bond projects and their status. Those projects include:
    - **LDO** – (Driving Range Restrooms, the #17 Bulkhead, and Storage Containers) Hole Montes (now company name is Bowman) was hired to replace Ink Engineering Bond Engineer of record. Hole Montes and management met with Lee County’s Lead Reviewer for LDO modifications to expediate the process. Innovar Corporation is currently working on the engineering plans and once finalized they will be forwarded Denmark to begin developing the scope, specifications, and cost estimates for the foundation and electrical work.
    - **Asphalt Resurfacing** – The asphalt plans were submitted to the County permit coordinator last week. The phasing plan will be developed in collaboration with Collier Paving and the engineer over the next few weeks. Pending review timelines, Collier still anticipates starting the project in May. Curb repairs will begin first, as LDO approval is not required for maintenance work. Bob Polenska asked about the feasibility of filling in the grass area near the tennis and bocce area to obtain more parking area for carts in the Sports Complex.
    - **BNT Impact Windows and Doors** – (Ballroom and Restaurant) BNT is set to begin replacing the ballroom doors on May 1. Due to a faulty locking mechanism in the PGT main entry door to the restaurant that cannot be repaired, BNT will be preplacing it on Monday, May 5<sup>th</sup> while the restaurant is closed. Ballroom doors are set to be replaced beginning April 30<sup>th</sup>. The ballroom will be closed until Friday May 9<sup>th</sup> so that the ballroom

doors can be replaced. Restaurant windows will be replaced starting on July 7<sup>th</sup> when the restaurant will be closed for cleaning for a week. The Board has authorized management to purchase 3 new automatic doors for the clubhouse. The three doors will be located at the breezeway door near the ballroom restrooms, the main lobby entrance to the ballroom and the door in the Admin hallway in between the Pro Shop and Administration.

- **Ballroom Improvements** – New beer lines have been installed at the new ballroom bar. We are still waiting on the county to approve permits for framing, plumbing, mechanical, and fire.
- **CLIS** – Mainscape is still having issues with the 30-year-old multi-strand wire and decoders. The HGRD is looking for an upgraded 2-wire system and seeking proposals for a Baseline or other system. The HGRD hired Russ Geiger, a Hydraulic Engineer, to provide a report to the Board on the CLIS system. He is on track to finish the first phase of his analysis by the end of the month.
- **Hawaiian Luau** – GM Belknap explained that after the Hawaiian Luau some residents experienced digestive issues, so F&B notified the Health Department the Monday after the Luau to be transparent and asked them to come out and investigate. Four inspectors came out on Thursday, April 17<sup>th</sup> and interviewed the front and back of the house staff, management and the smoker used at the event. They will issue a formal report, but their initial findings are that there was no known food born issues found. Kim Roerk who was one of the people who got sick the next day, asked that the findings of the Health Department be emailed or sent to the residents who reported that they got sick after the event. She also stated that the Luau was a great event, and she hopes that they have the Luau again.
- **Reminder courtesy email that golf carts should not park in vehicle parking spaces** – GM Belknap stated that he did send out a courtesy email as a reminder that golf carts should not park in Vehicle parking spaces.

**B. Report on prior issues referred to the Board –**

Karen Mars reported the recommendation of leaving the 18% gratuity as it currently is to the Board of Supervisors at their last meeting. Since the gratuity was left as it currently is, the Board took no action.

**C. Report on prior issues that required further study –**

There were no prior issues that required further study by the committee.

**VI NEW BUSINESS –**

**A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds.**

Bob Polenska stated that the water fountain at the tennis courts is not working. GM Belknap will check with Nate and get it fixed. If the water fountain is turned off due to Health regulations, then he will have the fountain removed.

**B. Resident concerns/requests regarding recreational activities –** No concerns/requests regarding recreational activities were brought up at the meeting.

**C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Sherri Long asked if there would be poolside service from the restaurant during the summer. GM Belknap stated that this has been an issue for a while and management must come up with a better system. There are issues that must be addressed such as staffing the pool service during the summer and the need for multiple people to do the work. Kim Roerk asked if the staff can wear shorts and hats during the summer when

they work the pool area? GM Belknap stated he will speak to Janine about poolside service for the summer months.

Bob Polenska asked if the HGRD can advertise during the summer months to increase traffic and revenue in the restaurant. He suggested local advertising such as on the google site or in neighboring neighborhoods newsletters. GM Belknap will speak with the Board about advertising in the summer.

Supervisor Mars asked Bob Polenska if he had any ideas on how to get the residents who never frequent the restaurant to come to the restaurant. Bob Polenska stated that the residents wanted simple foods, home cooking and more appetizers. He would like the restaurant to serve items like meatloaf, etc. Teresa Pipal said that the cost of the food in the restaurant is too high.

Kim Roerk asked whether the golf shop and restaurant coordinate with each other and have special menus on the golf carts for those that are nonresident players. GM Belknap will speak with Bruce Harris on whether they post menus or have their starter inform the nonresident that the restaurant and lounge are open after they play golf.

Sherris Long stated that there are a few openings for the Cornhole Tournament at the end of April. The restaurant will be serving food, and the ice cream truck will be there. GM Belknap informed the committee that the Board approved the Cornhole Association to use the Shuffleboard courts during the summer and are looking into purchasing a shed to store the turf that they will be putting on the shuffleboard courts and the boards.

Karen Mars thanked the committee for their service this year with the Facilities & Amenities Advisory Committee.

**VII NEXT MEETING DATE** – TBD – F&A Committee members for the coming year will be picked by the Board of Supervisors, at a Board meeting.

**VIII ADJOURNMENT** – Meeting adjourned at 10:02 a.m.

APPROVED:

Approved  
Mary Koenig, Chair

May 15, 2025  
Date

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Thursday, May 15, 2025 - 9:00 a.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>              | <b>Present</b> | <b>OTHERS</b>                               | <b>Present</b> |
|-----------------------------|----------------|---------------------------------------------|----------------|
| JoAnn Kelsay                | Zoom           | Karen Mars, Board Liaison                   | X              |
| Mary Koenig, Chair          | -              | J.B. Belknap, General Manager               | X              |
| Sherri Long                 | X              |                                             |                |
| Dennis Rathburn, Vice Chair | X              | Wendy Shea, Activities & Events Coordinator | X              |
| Kim Roerk                   | Zoom           | Supervisor Peter Overs                      | X              |
| Greg Smentkowski            | Zoom           |                                             |                |
| Jeffrey Visner              | -              | Residents:                                  | 0              |

- I. **CALL TO ORDER** –Board Liaison Karen Mars called the meeting to order at 9:00 a.m.
  
- II. **WELCOME**– Board Liaison Karen Mars welcomed those in attendance in person and by Zoom. Self-Introductions were made by all in attendance.
  1. **Charter Review**- Supervisor Mars informed the committee that the Facilities & Amenities Charter states that the advisory responsibility of the committee is limited to receiving and reviewing Resident or Board concerns and requests of:
    - a) Maintenance, improvements, logistics, and safety of all buildings and grounds.
    - b) Recreation Activities provided by the District except golf.
    - c) Proposals for new activities.
    - d) Recurring problems in the general operation of Food & Beverage and Common Lot Irrigation System (CLIS).
 Scope of Responsibilities – After reviewing a concern or request, the committee can:
    - a) Make a request to Management, with an informational copy to the Board.
    - b) Make a recommendation to the Board.
    - c) Decide to study the issue further, including creating a subcommittee if needed.
    - d) Decide to take no further action on the concern or request.
  
  2. **Dates of Scheduled F&A Committee meetings**-
    - Monday, September 22, 2025 – 9:00 AM – CR-C
    - Monday, October 27, 2025 – 9:00 AM – CR-C
    - Monday, November 24, 2025 – 9:00 AM – CR-C
    - Monday, December 22, 2025 – 9:00 AM – CR-C
    - Monday, January 19, 2026 – 9:00 AM – CR-C
    - Monday, February 09, 2026 – 9:00 AM – CR-C
    - Monday, March 23, 2026 – 9:00 AM – CR-C
    - Monday, April 20, 2026 – 9:00 AM – CR-C
 Supervisor Mars went through the proposed dates of the F&A Committee for 2025-2026. The Charter states that the committee needs to have at least quarterly meetings, but the committee can have more if needed. The committee can decide also to remove any of the dates if a meeting is not needed.

### **3. Election of Chair and Vice Chair**

Supervisor Mars opened the floor for nominations for Chair of Facilities & Amenities. Sherri Long nominated Mary Koenig as Chair. Supervisor Mars stated that Mary Koenig, even though not at the meeting today due to illness, was willing to serve as Chair if nominated. Hearing of no other nominations, Supervisor Mars asked for a vote on Mary Koenig as Chair of Facilities & Amenities and Mary Koenig was unanimously approved.

Supervisor Mars opened the floor for nominations for Vice Chair of Facilities & Amenities. Sherri Long nominated Dennis Rathburn as Vice Chair. Hearing no other nominations, Supervisor Mars asked for a vote on Dennis Rathburn as Vice Chair of Facilities & Amenities and Dennis Rathburn was unanimously approved.

**III. APPROVAL OF MEETING MINUTES (April 18, 2025) –** Vice Chair Rathburn asked for approval of the Facilities & Amenities Advisory Committee minutes for April 18, 2025. Sherri Long moved to accept the minutes for April 18, 2025, as presented. Dennis Rathburn seconded the motion. A vote was taken, and the minutes were approved.

### **IV. OLD BUSINESS –**

#### **A. Report on prior concerns referred to Management –**

GM Belknap updated the committee of the eight on-going projects and their status.

Those projects include:

- **Asphalt Resurfacing** –The phasing plan will be developed in collaboration with Collier Paving and the engineer. Milling and overlaying around the clubhouse should begin in the next few weeks. Once the phasing sequence has been completed, emails will go out to all residents to let them know of the access areas to the clubhouse while the work is being done.
- **BNT Impact Windows and Doors** –Restaurant windows will be replaced starting on July 7<sup>th</sup> when the restaurant will be closed for cleaning for a week. The Board has authorized management to purchase 3 new automatic doors for the clubhouse. The three doors will be located at the breezeway door near the ballroom restrooms, the main lobby entrance to the ballroom and the door in the Admin hallway in between the Pro Shop and Administration. Also, the Fitness Center door will be fixed to allow to use the automatic pad or the door handle.
- **Ballroom Bar** – The ballroom bar should be completed by the middle of the summer.
- **CLIS** – Mainscape is still having issues with the 30-year-old multi-strand wire and decoders. The HGRD is looking for an upgraded 2-wire system and has sent out an RFP for the engineer for the project.
- **#17 Bulkhead** – Still waiting on the Limited Development order from the County.
- **Driving Room Restrooms** – Still waiting on the LDO from the county.
- **Storage Containers at Golf Maintenance** – Still waiting on the LDO from the county.
- **Clubhouse Maintenance Office moved to Golf Maintenance** - The only remaining approval pending is for electrical work. By the end of the month, drywall installation, painting, and baseboard work should be completed. The Certificate of Occupancy is projected to be issued by June 13<sup>th</sup>.

#### **B. Report on prior issues referred to the Board –**

Supervisor Mars stated there were no issues referred to the Board at the last meeting.

#### **C. Report on prior issues that required further study –**

There were no prior issues that required further study by the committee.

**VI NEW BUSINESS –**

**A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds.**

**B. Resident concerns/requests regarding recreational activities –** No concerns/requests regarding recreational activities were brought up at the meeting.

**C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Sherry Long asked if management has found a remedy yet that will make the pavers cooler around the pool such as a heat-resistant coating. GM Belknap stated that Nate Baers has checked with Accurate Paving if they knew of any product that would reduce the heat on the pavers, and they do not know of a product. GM Belknap stated maintenance can put down mats but that also creates another problem of a tripping hazard. Greg Smentkowski stated in his experience with projects that any sealer used would increase the heat on the pavers. He said that the cool decks around pools do not last as long as pavers. Sherry Long asked what the cost would be by changing the pavers to a cool deck. GM Belknap said that the pavers would have to be removed, concrete put in and then a cool deck and the cost would be very high.

Sherry Long stated that she heard there may have been some issues regarding the set up at the latest Cornhole Tournament. GM Belknap will address the situation.

All Food & Beverage related comments will be reviewed and addressed by the General Manager.

Dennis Rathburn asked if management would be considering the new size of golf carts to maximize the parking areas. GM Belknap stated that they would be working with the size of the new carts with the engineer when they do the asphalt resurfacing.

**VII NEXT MEETING DATE –** Monday, September 22, 2025 – 9:00 a.m. – CR-C

**VIII ADJOURNMENT –** Meeting adjourned at 9:33 a.m.

APPROVED:

Approved  
Mary Koenig, Chair

September 29, 2025  
Date

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Monday, September 29, 2025 - 9:00 a.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>                     | <b>Present</b> | <b>OTHERS</b>                                          | <b>Present</b> |
|------------------------------------|----------------|--------------------------------------------------------|----------------|
| JoAnn Kelsay                       | -              | <b>Karen Mars, Board Liaison</b>                       | <b>X</b>       |
| <b>Mary Koenig, Chair</b>          | <b>X</b>       | <b>J.B. Belknap, General Manager</b>                   | <b>X</b>       |
| <b>Sherri Long</b>                 | <b>X</b>       |                                                        |                |
| <b>Dennis Rathburn, Vice Chair</b> | <b>X</b>       | <b>Wendy Shea, Activities &amp; Events Coordinator</b> | <b>X</b>       |
| <b>Kim Roerk</b>                   | <b>Zoom</b>    | <b>Supervisor Peter Overs</b>                          | <b>X</b>       |
| <b>Greg Smentkowski</b>            | <b>Zoom</b>    | <b>Supervisor Jayne Schwarz</b>                        |                |
| <b>Jeffrey Visner</b>              | -              | <b>Residents:</b>                                      | <b>0</b>       |

- I. **CALL TO ORDER** –Chair Mary Koenig called the meeting to order at 9:00 a.m.
- II. **WELCOME**– Chair Mary Koenig welcomed those in attendance in person and by Zoom.
- III. **APPROVAL OF MEETING MINUTES (May 15, 2025)** – Vice Chair Rathburn asked for approval of the Facilities & Amenities Advisory Committee minutes for May 15, 2025. Sherri Long moved to accept the minutes for May 15, 2025, as presented. Greg Smentkowski seconded the motion. A vote was taken, and the minutes were approved.
- IV. **OLD BUSINESS** –
  - A. **Report on prior concerns referred to Management** –  
GM Belknap updated the committee of the on-going projects and their status. Those projects include:
    - **2-Wire CLIS Project:** Stahlman-England has been hired to install the Rain Bird two-wire control system for community irrigation. Stahlman is proceeding with material orders and mobilization planning. Ramp-up will begin in approximately 2 weeks with project completion targeted for early 2026. Russ Geiger from Hydrologic will serve as Project Manager. Community updates will be sent out weekly. An email will be sent out this morning to advise the residents that Stahlman-England (SE) supervisor will be on site to paint white lines marking all 36 road-crossing locations where directional boring will occur. Project supervisor, Russ Geiger will also join SE to walk the road crossings with the directional bore contractor. Once the markings are complete, SE will call in the utility locates. As a reminder, SE noted that the marking paint being used is not permanent, even on concrete, and will eventually wear off. Chair Mary Koenig asked if most of the irrigation issues are in the back half of the community. GM Belknap stated that the multi strand wire has failed, primarily on the back half of the community, so Stahlman-England will be starting work on the temporary battery-operated controllers first and install the 9 controllers one at a time. Chair Mary Koenig stated that her home doesn't have much of a backyard and it is Magnolia property and wondered if management will be in contact with Magnolia on the project. GM Belknap stated that he has already met with Magnolia, and the line of communication will be there if it is needed.
    - **Ballroom Bar:** Denmark is anticipating a certificate of completion by early October.

- **Facilities Maintenance Area:** Denmark is coordinating the final inspections and expects to receive the certificate of completion by Monday. Nate and his team are putting up shelving and preparing the area for the transition.
- **Storage Containers:** On August 29<sup>th</sup>, we received the LDO amendment approval package from Lee County for the driving range restrooms and storage containers. All 8 containers are now on-site at temporary locations. Proposals for the site earthwork, concrete footers, and electric are being collected from various General Contractors.
- **Driving Range Restrooms:** Denmark Construction is working with the engineer's MEP team on the permit sets of plans and specifications that were submitted to the county. In addition, Denmark has completed the fire permit drawings for the separation point between the future restrooms and the remainder of the cart barn area and has submitted them to the county for review. When asked for an educated guess as to when the work will be completed, GM Belknap said possibly next summer.
- **#17 Bulkhead:** The engineer submitted an amendment to Lee County and S. Fla. Water Management requesting a deviation from the 20% hardened shoreline limitation. Bulkhead will need to be re-bid.

**B. Report on prior issues referred to the Board –**

Supervisor Mars stated there were no issues referred to the Board at the last meeting.

**C. Report on prior issues that required further study –**

There were no prior issues that required further study by the committee.

**VI NEW BUSINESS –**

**A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds –** No maintenance or safety issues with the buildings or grounds were discussed.

**B. Resident concerns/requests regarding recreational activities –** Chair Mary Koenig asked if there was anything new about the Cornhole becoming an amenity. GM Belknap stated that a shed was purchased for the Cornhole Association to store their supplies. They are also using the shuffleboard courts and the side parking lot this summer and will continue to this upcoming season. The Board of Supervisors will be able to judge the community involvement after this upcoming season.

Sherri Long asked if there has been any talk of use of equipment in the Fitness Center by residents and their trainers. Supervisor Mars and GM Belknap are currently looking into the issue, but no decisions have been made.

**C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Chair Mary Koenig said that she heard a rumor this past weekend that residents will be charged a fee for use of the BBQs for events not serviced by the Food & Beverage Department and there also will be a charge for use of the Veranda. GM Belknap stated that the Management Team has implemented a new Events Checklist & User Agreement to be used when booking events that are not serviced by our Food & Beverage team. The charge of \$25 for each barbeque is to cover the cost of

purchasing propane and the cleaning of the barbeque after the event. There has never been talk of charging for the use of the Veranda or Gazebo.

Sherri Long stated that there have been a few times that she found the wine glasses in the restaurant were not cleaned very well. GM Belknap will discuss the situation with Janine. She also inquired as to whether outside people can attend Resident Events parties such as the Halloween Dance. Supervisor Mars stated that residents get priority for an event, but Herons Glen is a special district, and we are open to the public. Sherri Long stated that there are quite a few dead plants on the pool deck and asked if they will be replaced. Management will check with Clubhouse maintenance.

Kim Roerk inquired as to the lack of pool service during the summer. GM Belknap stated that the bartenders are to try to check the pool area but once the H2B employees arrive here at the Glen in late October there should be better pool service. Kim Roerk also felt there was an issue with the reservation system not accepting the dinner choices for the Nest Dinner Specials. GM Belknap will check with Janine to see if there is a problem.

**VII NEXT MEETING DATE** – Monday, September 22, 2025 – 9:00 a.m. – CR-C

**VIII ADJOURNMENT** – Meeting adjourned at 9:33 a.m.

APPROVED:

Approved  
Mary Koenig, Chair

October 27, 2025  
Date

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Monday, October 27, 2025 - 9:00 a.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>              | <b>Present</b> | <b>OTHERS</b>                               | <b>Present</b> |
|-----------------------------|----------------|---------------------------------------------|----------------|
| JoAnn Kelsay                | -              | Karen Mars, Board Liaison                   | X              |
| Mary Koenig, Chair          | X              | J.B. Belknap, General Manager               | X              |
| Sherri Long                 | X              |                                             |                |
| Dennis Rathburn, Vice Chair | X              | Wendy Shea, Activities & Events Coordinator | -              |
| Kim Roerk                   | Zoom           | Karon Bennett, Asst. GM                     | X              |
| Greg Smentkowski            | -              |                                             |                |
| Jeffrey Visner              | -              | <b>Residents:</b>                           | <b>4</b>       |

- I. **CALL TO ORDER** –Chair Mary Koenig called the meeting to order at 9:00 a.m.
  
- II. **WELCOME**– Chair Mary Koenig welcomed those in attendance in person and by Zoom.
  
- III. **APPROVAL OF MEETING MINUTES (September 29, 2025)** – Chair Koenig stated that since the committee does not have a quorum, they can only discuss issues and will have to wait to make any recommendations once a quorum is obtained. Later in the meeting a quorum was obtained and Chair Koenig asked for approval of the Facilities & Amenities Advisory Committee minutes for September 29, 2025. Dennis Rathburn moved to accept the minutes as presented. Sherri Long seconded the motion. A vote was taken, and the minutes were approved.
  
- IV. **OLD BUSINESS –**
  - A. **Report on prior concerns referred to Management –**  
GM Belknap updated the committee of the on-going projects and their status. Those projects include:
    - **End of Fiscal Year Budget** – GM Belknap reported that from an operational standpoint, the HGRD has preliminarily ended the fiscal year on September 30<sup>th</sup> with an approximately \$200,000 surplus, of which \$60,000 is attributable to Food & Beverage.
    - **2-Wire CLIS Project:** Stahlman-England will be starting today with the directional boring by the clubhouse, and they have will be laying conduit, then hooking up the two-wire to the valve boxes. The overall goal of the project is to provide consistent watering of the residents’ lawns and management feels that Stahlman-England are the right people to get the job done. Russ Geiger is our project manager and he and Stahlman-England have worked together and led successful ventures at other clubs, so, we are extremely optimistic about what will be going on here in the next 3-4 months.
    - **Ballroom Bar:** There are a few more punch items that need to be completed with the ballroom bar, but we have received the Certificate of Occupancy from Lee County. We have used the new ballroom bar for several recent events. Chair Koenig asked when the Coke vendor was to come out to set up the soda guns. GM Belknap stated that they will be coming out this Wednesday to conduct another inspection before dispatching their installation crew to complete the soda fountain drink connections. GM Belnap will verify this week the installation of the credit card machine and the second POS system in the ballroom bar.

- **Storage Containers & Driving Range Restrooms:** These two projects are presently on-going.
- **North Shade Structure on Bocce Courts:** Management is working to put the north shade structures back up on the Bocce Courts. We were engaged with Dragon Sports to complete the project, but they have not performed, and we will be filing a claim against them. We have contracted with another company called Industrial Shade Sports and they will be putting the North Shade Structures back up and we are working with them to try to fabricate some kind of gutter system to make sure the water is not cascading onto the clay courts, which damages the courts and puts an extra work burden on maintenance.
- **Prior Issues:** At the last meeting, it was brought up that there were a couple of dead plants on the pool deck. GM Belknap stated that anytime a resident sees something that is a problem, they should email Nate and J.B. as soon as they can instead of waiting for a meeting next month so that maintenance can address it properly. GM Belknap said that Nate had replaced some plants, and his crew is doing a good job of keeping the plants watered and replacing them when needed. GM Belknap stated that our website has a location where residents can notify management of problems and it will be sent to the correct managers i.e.: Food & Beverage issues will be forwarded to Janine's email, and a copy will be sent to GM Belknap. Residents must log into the portal and fill out the form under "Contact Us" and a description of the problem, and it will be directed to the appropriate manager and to the GM. This link is proactive in that it does not need to be monitored but instead directed to the manager.

There also was an issue of dirty wine glasses in the restaurant and it was relayed to Janine, and she has addressed it.

**B. Report on prior issues referred to the Board –**

Supervisor Mars stated there were no issues referred to the Board at the last meeting, but the Board has asked that the chair of each committee submit a written report of any recommendations that the committee passes at their meeting to Karon Bennett one week before the first Board meeting each month.

**C. Report on prior issues that required further study –**

There were no prior issues that required further study by the committee.

**VI NEW BUSINESS –**

**A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds –** No maintenance or safety issues with the buildings or grounds were discussed.

**B. Resident concerns/requests regarding recreational activities –** Sherri Long complemented Janine and her staff for the great Golf Comedy Night. She also stated that the morale of the employees in the restaurant has improved. GM Belknap said that Janine and the Chef have boosted the morale of the employees and Janine has been able to hire employees to supplement the H2B's, so we only had to bring back 6 H2B's this upcoming season instead of the normal 10-12. Chair Koenig asked when H2B's will be arriving, and GM Belknap stated that Nate is transporting the furniture to the apartments for the 6 H2B's arrival within the next few days. GM Belknap stated that management will be watching what will be happening in Jamaica with Hurricane Melissa and how it will affect the H2B's working here at Herons Glen. You never know how their families will be affected and whether they need to return to Jamaica.

Dennis Rathburn stated that his mother and her card group of ladies from Sabal Springs and they ate at the restaurant and were very happy with the food and service.

Sherri Long stated that she and a friend, who is a Realtor, had recently compared Herons Glen's websites with those of other nearby communities and said Herons Glen appears low in Google search results. Assistant GM Karon Bennett asked which website they had reviewed, the official Herons Glen Recreation District website or the long-standing community website, but Sherri Long was unsure which one they had accessed. She stated that, in their opinion, the site they viewed did not feature enough movement or visual examples of activities and might not appear attractive to prospective homebuyers. The official HGRD website was shared on the screen for review. GM Belknap requested that Sherri Long have the Realtor reach out to him directly. It was agreed that management will continue to review the official website for design and content improvement opportunities.

**C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Chair Mary Koenig said that she is part of a Mah Jongg group that goes to Magnolia Landings on Mondays and has lunch and plays Mah Jongg in the restaurant. She was very complimentary of the service that they give to the group and wondered if the Herons Nest would be willing to allow card groups to use the restaurant/private dining room on Mondays for playing cards and lunch. After discussion, Chair Koenig will speak with Janine and see if there is a possibility of allowing card groups to come in and play cards and have lunch on Mondays.

Jeff Buxton asked if there is a possibility of being able to have dinner in the front dining room instead of the lounge area if available. He would like to have a quiet meal instead of the volume of noise in the lounge. GM Belknap stated that Jeff should contact Janine and see if she can accommodate his request.

Kim Roerk said that the 2 meals for \$42 is a hit with residents with such positive feedback. GM Belknap stated that Janine and the Chef plan on continuing with the special into the season.

**VII NEXT MEETING DATE** – Monday, November 24, 2025 – 9:00 a.m. – CR-C

**VIII ADJOURNMENT** – Meeting adjourned at 9:37 a.m.

APPROVED:

Approved  
Mary Koenig, Chair

December 22, 2025  
Date

**HERONS GLEN RECREATION DISTRICT  
FACILITIES & AMENITIES ADVISORY COMMITTEE  
Monday, December 22, 2025 - 9:00 a.m.  
MINUTES  
CR-C/Zoom**

| <b>MEMBERS</b>              | <b>Present</b> | <b>OTHERS</b>                               | <b>Present</b> |
|-----------------------------|----------------|---------------------------------------------|----------------|
| JoAnn Kelsay                | Zoom           | Karen Mars, Board Liaison                   | X              |
| Mary Koenig, Chair          | X              | J.B. Belknap, General Manager               | X              |
| Sherri Long                 | X              |                                             |                |
| Dennis Rathburn, Vice Chair | X              | Wendy Shea, Activities & Events Coordinator | X              |
| Kim Roerk                   | -              | Supervisor Schwarz                          | X              |
| Greg Smentkowski            | X              | Supervisor Overs                            | Zoom           |
| Jeffrey Visner              | -              | Residents:                                  | 0              |

- I. **CALL TO ORDER** –Chair Mary Koenig called the meeting to order at 9:00 a.m.
- II. **WELCOME**– Chair Mary Koenig welcomed those in attendance in person and by Zoom and wished all in attendance a very Merry Christmas.
- III. **APPROVAL OF MEETING MINUTES (October 27, 2025)** –Chair Koenig asked for approval of the Facilities & Amenities Advisory Committee minutes for October 27, 2025. Dennis Rathburn moved to accept the minutes as presented. Sherri Long seconded the motion. A vote was taken, and the minutes were approved.
- IV. **OLD BUSINESS –**
  - A. **Report on prior concerns referred to Management –**  
GM Belknap emailed his GM Facilities & Amenities Report for December 22 to all the committee members and asked if they had any questions on the report. (See Attached Report)
    - **North Shade Structure on Bocce Courts:** Management was engaged with Dragon Sports to complete the project, but they did not perform, and the HGRD has filed a claim against them. Industrial Shade Sports put the North Shade Structures back up and management is now working with Denmark Construction to try to fabricate some kind of gutter system to make sure the water is not cascading onto the clay courts, which damages the courts and puts an extra work burden on maintenance. Once Larry Denmark comes up with a possible gutter system, he will do a beta test to see if it works and if so, contract with a canvas company to retrofit the shades.
  - B. **Report on prior issues referred to the Board –**  
Supervisor Mars stated there were no issues referred to the Board at the last meeting, nor was there anything brought up at the Board meeting for the Facilities & Amenities Committee. Supervisor Mars informed the committee that the yearly Strategic Survey will be emailed out to all the residents sometime in January and she asked that everyone respond to the survey.
  - C. **Report on prior issues that required further study –**  
There were no prior issues that required further study by the committee.

**VI NEW BUSINESS –**

- A. Resident concerns/requests regarding maintenance, improvement, logistics and safety of buildings and grounds –** Chair Koenig informed management that the handrail on the other side of the Golf Shop near the where the golf carts are housed is not sturdy and in need of repair. Management is aware of the issue and will be repairing it soon.

Greg Smentkowski inquired about the bumpy area near the Sailboat pond and if the HGRD will be addressing the root system near that area. GM Belknap stated that after Stahlman England finishes setting up the new Irrigation controllers in that area, maintenance will be smoothing out that area and applying shell rock to level out the area.

- B. Resident concerns/requests regarding recreational activities –**

Mary Koenig brought up an issue with the golf course and the wait time at the back of the course. She stated that she thinks it would help the wait time issue if one tee time in the back is moved to the front thus lessening the wait time issue at #10. GM Belknap stated he will investigate it and pass the information to the Golf Committee for discussion and resolution.

Chair Koenig informed the committee that there was supposed to be several residents who were possibly attending the Facilities meeting to bring up the idea of a dog park for Herons Glen. The committee discussed the history of other groups that have brought up the idea in past years and welcome the discussion in the future.

- C. Resident concerns regarding recurring problems in the general operation of F&B and CLIS**

Chair Mary Koenig stated that her expectations were high for the Candlelight dinner but some of the offerings were just okay. She stated the short ribs were dry for a couple of people that were sitting at her table.

**VII NEXT MEETING DATE – Monday, January 19, 2026 – 9:00 a.m. – CR-C**

**VIII ADJOURNMENT – Meeting adjourned at 9:37 a.m.**

APPROVED:

Approved  
Mary Koenig, Chair

January 19, 2026  
Date