

**BOARD OF SUPERVISORS MONTHLY MEETING MINUTES OF THE  
SAN CARLOS ESTATES WATER CONTROL DISTRICT AGENDA**

**MONDAY JULY 15, 2024 6:00 PM.**

**GULF SHORE CHURCH, 25300 BERNWOOD PKWY, BONITA SPRINGS FL 34135**

1. Call Meeting to order: 6:00 pm

2. Roll Call of the Board of Supervisors: Chair and President via telephone, Jim Bradford (Jim), Vice-Chair and Vice President, Jennifer Finazzo (Jennifer) – via phone and Supervisor, John Cellucci (John); Engineer Ron Edenfield (Ron), Attorney, Richard Pringle (Richard), Audrey Medeiros, Manager and Superintendent of Operations (Audrey), Secretary Treasurer, Shanelle Cruz and guests: 15

3. Pledge of Allegiance and Invocation

4. Receive Engineer's Report on District Works:

Open Permits: 31 Permits Approved: 1 Finalized (Closed) Permits: 1 Inspections: 20

- Invoice from D&S for clearing of Stillwell guardrail, job completed as required
- Received bids for vegetation at ends of roads
- Completed MOU with FGCU to conduct water quality analysis, project is underway.

5. Manager's Report:

- Placed signs in front of district and back gate for Manager position. 3 resumes and 1 call in inquiry have been received.

- Lights on Strike have been changed to new LED and bill is now less.

- Street sign on Moriah and Pinson was torn down and has been placed back

- Light at gate is working on getting fixed

- Met with Garrett from Bonita Springs and toured Preferred Concrete and report is available

- Manager requests that she is able to open bank statements to speed up processing of financial statements.

- Damage to the gate.

- Supervisor Cellucci showed the video of person hitting the gate on 6/21

- 24/7 monitoring company contacted LCSO and the person responsible for the damage was arrested at the railroad tracks on Strike Lane

- Another video is shown from 7/14 that causes damage to the gate.

- ATV damaged antennae to gate and had to get it fixed.
- (Supervisor Bradford) Vehicle cut through Melanie Ln. and caused damage. Bradford opened floor to questions.
  - A resident had questions on gate costs.
  - A resident recommended getting rocks to place at end of roads
  - A resident questioned why City is not putting up concrete walls

#### 6. Chair's Report:

\* Skipped and completed after Amendments to the Meeting Agenda

- Wanted to discuss traffic issues and problems with gate, but was previously done in the meeting.

#### 7. Treasurer's Report: Financial reports have been submitted for approval for March and April.

- No financials available this month, bank statements were not received timely.
- Not being able to access the bank accounts is creating issues. Credit cards are inaccessible.
- Need to receive timely invoices.

#### 8. Attorney's Report:

- Number of items that will be addressed as they come up in the Agenda.

#### 9. Amendments to the Meeting Agenda:

- Added agenda item i) Traffic Control Barriers. Motion submitted by Jim, John -second, Jennifer – third. Motion approved.

#### 10. Public Input on Business Agenda Items (3-minute limit):

- Resident questioned Treasurer/Secretary being an independent contractor as opposed to employee. Policy and procedures would need to be revised to allow the position to be an independent contractor.
- Resident questioned the manager being on the bank accounts.
- Secretary/Treasurer commented on the contract of Independent Contractor
- Attorney cited Chapter 298 that gives authority to the Board to allow the Secretary/Treasurer to be an Independent Contractor.

#### 11. Business Agenda Items (Agenda Items Requiring Action)

- a. Monthly Meeting Minutes Approval – 06/17/2024 John 1<sup>st</sup>, Jim 2<sup>nd</sup>, Jennifer 3<sup>rd</sup>, motion approved.

b. Financial Report Approval – 6/30/2024 Bank Statements; 6/30/2024 Financial Reports; 6/30/2024 Bills: Forward to next month.

c. Property located at 25441 Moriah Ln and pavement of perimeter road. Tyler Thompson, update:

- Plan received, letter will be issued
- Proposing to put guardrail at Papillion and Moriah
- D-type curb will be installed.
- Chairman made comments regarding the ditch system and being done on elevation going forward. Survey has been conducted to help with this.

d. Consent to Assignment of Engagement Letter/Contract from Tuscan & Company, P.A. to HSC/Tuscan & Company, P.A.

- Tuscan & Company merged with Hughes, Snells & Company, to become HSC/Tuscan & Company, P.A.
- Jeff Tuscan still part of audit going forward
- The attorney modified the consent to protect the District

Motion submitted John -1<sup>st</sup>, Jennifer – 2<sup>nd</sup>, Jim -3<sup>rd</sup>, motion approved.

e. Treasurer/Secretary Independent Contractor Agreement for Shanelle N. Cruz

- Board moves to continue to next meeting. Jim – 1<sup>st</sup>, John – 2<sup>nd</sup>, Jennifer – 3<sup>rd</sup>, motion approved.

f. Three Resolutions changing authorized additional signor in Northern Trust, Florida Prime State, and Bank of America accounts.

- Attorney discussed resolutions presented
- John motioned to approve resolution for Florida Prime, Jennifer 2<sup>nd</sup>, Jim 3<sup>rd</sup>. Motion approved.
- John motioned to approve resolution for Northern Trust, Jennifer 2<sup>nd</sup>, Jim 3<sup>rd</sup>. Motion approved.
- John motioned to approve resolution for Bank of America, Jennifer 2<sup>nd</sup>, Jim 3<sup>rd</sup>. Motion approved.

g. Request by resident for additional/extra fobs

- Board has not had the necessary time to review request
- Homeowner addressed his position
- Engineer addressed the issue from an engineering perspective

- Attorney addressed homeowners question on Board's authority for gate access.
- Chairman does not want to continue this until next meeting
- Supervisor Cellucci requests Engineer to do more analysis on what the gate bridge is capable of handling.
- Attorney and Engineer are going to do more research on the matter.

#### h. Strike Lane pavement repair

- Bids were presented
- Homewood Holdings contract motioned for approval with the ability of the Chairman to sign the contract. Jim – 1<sup>st</sup>, John – 2<sup>nd</sup>, Jennifer – 3<sup>rd</sup>

#### i. Traffic Control barriers for dead ends

- Engineer presented the proposals
- Motion submitted to approve the Vector, LLC contract not to exceed \$30,000 and allow the Chairman to sign the contract. John -1<sup>st</sup>, Jim 2<sup>nd</sup>, Jim 3<sup>rd</sup> Approved

#### 12. Public Input (3-minute limit):

- Resident questioned the submitting of private documents to receive fobs.
- Resident suggested emailing, texting, and posting to Nextdoor to alert residents as opposed to electronic signage.
- Resident submitted a formal record request and questioned when budget hearings will be held.
- Resident presented issues with drainage
- Resident had questions on sediment from Preferred Materials and construction around the filter ponds.

#### 13. Supervisor Comments: None

#### 14. Adjournment.