

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

MONDAY May 20, 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) and Supervisor, John Cellucci (John); Engineer Ron Edenfield (Ron), Attorney, Richard Pringle (Richard), Audrey Medeiros, Manager and Superintendent of Operations (Audrey) and guests: approx. 8

3. Pledge of Allegiance and Invocation

4. Receive Engineer's Report on District Works:

Open Permits: 30

Permits Approved: 2 Finalized

(Closed) Permits: 0

Inspections: 15

- Good bit of rainfall in district past weekend
- Conducted inspections and identified 2-3 compliance issues where erosion and sedimentation in the right of way.
- Coordinated with Mr. Gaz with the FEMA group and tried to work toward a conclusion.
- Have debris cleanup should be processed.
- Begun to receive bids from various pavement contractors, waiting for a third bid, and then will provide to the board.

5. Manager's Report:

- A name was submitted for a possible company to provide bid for paving. Will send it to Ron.

- Fob roll out has been hectic for the last 2 months.

- 2 candidates for Secretary/Treasurer. Will make recommendation for Shanelle Cruz to be hired.

6. Chair's Report:

- Jim is in attendance via phone as he is on vacation. Chair report will be postponed until next meeting.

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

8. Attorney's Report:

- Amend meeting agenda to add two: Budget Resolutions as items (g) and (h) and add item (i) to add the FGCU Memorandum of Understanding

9. Amendments to the Meeting Agenda:

- Ron suggested making the FGCU Memorandum of Understanding item (e)

- Agenda amended to the following for #11)

 - (e) FGCU Memorandum of Understanding

 - (g) Budget Resolution to approve audit

 - (h) Budget Resolution to assign fund balance

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

- Homeowner asked about how to purchase Fobs. Was directed to make copies of their documents and send check to PO Box.

- Homeowner question District Attorney about adding Budget Resolutions and if it is allowed. Mr. Pringle told the homeowner he would discuss with him afterward to explain F.S. statute.

11. Business Agenda Items (Agenda Items Requiring Action)

a. Monthly Meeting Minutes Approval – 04/15/2024 John 1st, Jim 2nd, Jennifer 3rd, motion approved.

b. Financial Report Approval – 3/31/2024 Bank Statements; 3/31/2024 Financial Reports; 3/31/2024 Bills and Financial Report as of 4/15/2024: John 1st, Jennifer 2nd, Jim 3rd, motion approved.

c. Financial Report Approval – 4/30/2024 Bank Statements; 4/30/2024 Financial Reports; 4/30/2024 Bills as of 5/20/2024: John 1st, Jennifer 2nd, Jim 3rd, motion approved.

d. Secretary Treasurer update: Jennifer 1st, John 2nd, Jim 3rd, motion approved. Unanimous approval, Shanelle Cruz hired for Secretary/Treasurer position.

e. *ADDED* FGCU Memorandum of Understanding:

- Ron has been working with FGCU for FGCU to perform activities on behalf of the district to perform water monitoring activities. The agreement is set to last until 12/31/24 with additional agreements to last in the future.

- Memorandum of Understanding is the initial agreement.

- Board grants authority to Attorney Pringle to revise agreement and provide to chair to execute the agreement once the board is agreeable with the terms.
- Agreement will not cost the board anything and is used as a training program for students at FGCU.
- Ron Edenfield explained in detail how FGCU will assist and what it is they will be doing.

Memo of Understanding and Attorney granted authority to revise MOU agreement John 1st, Jennifer 2nd, Jim 3rd, motion approved.

f. Property located at 25441 Moriah Ln and pavement of perimeter road. Tyler Thomas, Update:

- Spoke with Tyler Thomas. He is in the process of getting the plans revised. Once revised plans are received, the district can finish processing and get approval. No action needed. Continue to next month's agenda.

g. *ADDED* Budget Resolution to approve audit.

- Board approves audit and then needs to carry forward actual cash carryforward determined by the audit from last fiscal year to the current fiscal year.
- Budget adjustment for revenue carryforward for FY 24-25 to \$88,063
- Also increase in assigned fund balance for FY 24-25 for \$88,063.

John 1st, Jennifer 2nd, Jim 3rd, motion approved.

h. *ADDED* Budget Resolution to assign fund balance.

Recommended by auditor:

- 1) Nonspendable Fund Balance \$3,655
- 2) Restricted Fund Balance \$1,053
- 3) Committed Fund Balance \$0
- 4) Assigned Fund Balance \$1,081,372 of which:
 - \$300,000 for Operations for 10/1/24-12/31/24
 - And the following for emergency expenditures:
 - \$250,000 for emergency
 - \$250,000 for maintenance
 - \$281,372 for road repair and repaving
- 5) Unassigned Fund Balance \$0

John 1st, Jennifer 2nd, Jim 3rd, motion approved.

12. Public Input (3-minute limit):

- Homeowner expresses appreciation for the Board and expresses interest in helping the Board and accountant to save money.

- Homeowner inquired about the construction signs out in front of Strike. The board believes it is for a new traffic light that will be installed on Old 41.

- Homeowner asked what area do you need to be at for the gate to shut behind you? Chairman Jim said the gate company will adjust the gate to close faster as it is staying up too long.

- Homeowner asked when traffic light will be installed. The board has no control of the traffic light.

13. Supervisor Comments:

- Jim is starting the application process with FPL to bring power to the front of Strike Lane to bring power to our sign.

- FPL will put streetlights by the front and by Stillwell gate.

- Jennifer announces appreciation for Audrey and John for their assistance with key fobs.

- Camera monitoring company produces report for gate. They state many non-residents are coming through the gate Friday and Saturday nights and are waiting for someone to open the gate.

14. Adjournment. 6:37p.m.