



**BOARD OF DIRECTORS
MEETING MINUTES
October 17, 2023**

Directors

In Person:

Brian Farrar - President, Wayne Bauman - Vice President, Richard Garner – Treasurer, Vince Marchesani – Secretary, Jim Murphy, Mike Malloy, Paul Attwood and Bob Bachman.

Directors

Remote

Larry Kosilla

Staff

Present:

John Jenkins, Andy Koebel, Steve Richards, Kim Hoskins, Jose Espinoza, Don Woodruff, Todd Griglin and Nathalie Galvan

Legal

Counsel:

Don Thomson of Henderson Franklin

Meeting Called to Order at 5:01 p.m. by President Farrar.

Minutes:

Marchesani moved to approve the Minutes for the October 3, 2023 Board Meeting. 2nd by **Bauman**. Approved 9-0.

Member

Comment:

None

231017-01

Richards introduced Chris McGuire and Cole Hinson of Nichols, Cauley & Associates (appearing remotely) who audited the financial statements for the Company's 401K Profit Sharing Plan for the year ending December 31, 2022. Mr. McGuire discussed the unmodified opinion on the amounts and disclosures in the financial statements, other than the certified investment information. Information presented included the audited financial statements and the Governance Communication Letter, which accompanies the financial statement for purposes of required communications to the Plan Administrator. **Bachman** moved to accept the 401(k) Profit Sharing Plan Audited Financial Statements and related deliverables. 2nd by **Garner**. Approved 9-0.

231017-02

Richards requested approval of the 2022 Form 990 Return of Organization Exempt from Income Tax completed by Nichols, Cauley & Associates. **Murphy** moved to approve. 2nd by **Malloy**. Approved 9-0.

231017-03 **Hoskins** presented an Agreement for Developer Completed Upgrades with Pulte Home Company, LLC for Bonita Del Sol project (South parcel). BSU approved construction subject to this Agreement. The proposed lift station within Bonita Del Sol has been designed to accommodate the flow from the two adjacent areas (Bonita Pines and Fenner Circle). The two lift stations serving these areas date back to the original Bonita Springs Golf & Country Club development and their elimination will reduce maintenance and repair of that collection system area. BSU's estimated cost is \$121,666.08 with a 5% contingency for a total of 127,749.38 which has been provided for in the 2023 Capital Improvement Program budget. **Marchesani** moved to approve the Agreement. 2nd by **Attwood**. Approved 9-0.

Other

Business: **Jenkins** discussed the 2024 Board election schedule and management. Staff is preparing a Request for Proposal for certain election process management services. He discussed reducing the application period from a full month to three weeks in December to avoid the holiday season but continue to allow ample time to apply. He also raised the question of whether the application period should be moved to January to consolidate what is now a five month process each year. **Jenkins** will bring this matter back to the Board in November for consideration.

Bill Payment: **Garner** moved to approve payment of the bills presented (2023-15). 2nd by **Bachman**. Approved 9-0.

Director

Comments **Garner** gave an update on the Finance Committee Meeting.

Malloy stated the Finance Committee meeting went well. They discussed Key Performance Indicator's which was helpful. **Jenkins** stated staff would be bringing certain KPI's to the Board next month.

Meeting recessed at 5:32