

**MINUTES OF MEETING  
BAYSIDE IMPROVEMENT AND BAY CREEK  
COMMUNITY DEVELOPMENT DISTRICTS**

The Boards of Supervisors of the Bayside Improvement Community Development District and Bay Creek Community Development District held a Joint Regular Meeting on April 28, 2025 at 2:00 p.m., at the Pelican Landing Community Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134. Members of the public were able to participate in the meeting, via Zoom, at <https://us02web.zoom.us/j/84137772934>, Meeting ID: 841 3777 2934 or via conference call at 1-929-205-6099, Meeting ID: 841 3777 2934 for both.

**Present for Bayside Improvement CDD:**

Walter McCarthy	Chair
Bill Nicholson	Vice Chair
Bernie Cramer	Assistant Secretary
Gail Gravenhorst	Assistant Secretary
Karen Montgomery	Assistant Secretary

**Present for Bay Creek CDD:**

James Janek (via phone/Zoom)	Chair
Robert Travers	Vice Chair
Gary Durney	Assistant Secretary
Mary McVay	Assistant Secretary
Jerry Addison	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via phone/Zoom)	District Counsel
Wes Kayne (via phone/Zoom)	District Engineer
Paul Kemp	Field Manager
Andy Nott	Superior Waterway
Jim Hoppensteadt	Pelican Landing General Manager
Bill Dietz	Resident & Pelican Landing Eco Club Advisory Group Member



**FOURTH ORDER OF BUSINESS****Presentation of Hurricane Preparedness:  
Review of PLCAs Hurricane Preparedness  
Plan**

Mr. Levi Herrera, of the PLCA Privacy Department, stated that part of his job is to keep the PLCA's Hurricane Preparedness Management Plan up to date. He noted the following:

- The Plan is being updated. Not many changes were made; it should be completed in May.
- Expert Lawn care, Johnson Tree Service and EarthBalance were contacted regarding prioritizing cleanup following a hurricane. The last significant impact was experienced following Hurricane Milton, when debris was cleaned up so promptly that many residents saw no debris in the streets. The PLCA will continue cooperating with the CDD on community cleanup.
- Staging areas will be designated for the authorized vendors to drop off debris. The vendors will be asked to chip all debris for compact storage.
- The PLCA is working with The Nest regarding the golf course and debris they piled on Pelican's Nest Drive in the past.
- Federal Emergency Management Agency (FEMA) Release forms were signed with the City of Bonita Springs and the Village of Estero, to allow FEMA to access the property in an emergency.
- Management changes at the clubhouses occurred; updated phone numbers and information regarding changes in the chain of command for phone calls will be shared.
- Storm and hurricane notification procedures will change this year. A webinar will be held in conjunction with a company called StormGeo, which will assist with storm preparedness. Homeowners will be advised not to rely on Pelican Landing for information during emergency situations. It is imperative that homeowners rely on local news, government news and weather experts during storms and during storm preparations, rather than Pelican Landing.
- The Storm Management Plan was successful in the past; only minor changes are being made. Staff is updating contractor phone numbers and checklists will help the entities address their responsibilities and ensure safety and security during an event.

Ms. McVay asked if PLCA residents were informed of this information. Mr. Herrera stated, when the plan is completed, Staff will be informed, followed by homeowners and residents.

Mr. Nicholson asked if there will be a dedicated telephone number in case of evacuation orders, so that seasonal and remote residents can receive information. Mr. Herrera stated he is

unsure if the PLCA is prepared to provide that; phone lines might be down but updates can be posted online and emailed as the internet might be more reliable. His communications to Pelican Landing will include instructions about where to look for information.

Mr. Nicholson asked if the debris staging areas have been defined. Mr. Herrera stated that two staging areas are usually used; the major staging area is a mulch lot on the beach before the marina. However, the PLCA has been relying a lot on the beach parking lot, which has concrete and allows for easier truck access and exit; thereby reducing damage to the mulch. The CDDs have been gracious in helping count the trucks coming in to drop off debris.

Mr. Cramer thinks it is the responsibility of the PLCA to provide the information; he discussed the CDDs' work with the PLCA and offered to work with Mr. Herrera.

Mr. Herrera stated that he takes this position because he normally attends numerous webinars and seminars; however, those tools were not available this year due to governmental cutbacks in the programs providing that type of information, so he is not up to date with current procedures. Many local meteorologists are expressing the same thing; he is unsure if he will have the capability due to the elimination or lack of the same tools being available in the present and future compared to what was available in the past.

**On MOTION for Bayside by Ms. Montgomery and seconded by Mr. Nicholson, with all in favor, authorizing Mr. Cramer to work with the PLCA on hurricane preparedness matters, was approved.**

**On MOTION for Bay Creek by Ms. McVay and seconded by Mr. Addison, with all in favor, authorizing Mr. Cramer to work with the PLCA for hurricane preparedness matters, was approved.**

#### **FIFTH ORDER OF BUSINESS**

**Staff Report: District Engineer – Barraco and Associates, Inc.**

Mr. Kayne stated the annual sluice gate observation was completed at the end of March. He will review a draft report and submit it to Management by the end of the week. It was noted that one structure is missing a chain and lock and another structure requires maintenance. Mr. Kayne stated that staking was done for the swale regrading at the outfall bubble up structure in

Palermo. Staff inspected the work done by MRI. MRI's work looked good but other items remaining from the initial report were brought to the attention of the District Manager.

Mr. Adams noted that Staff will identify and address the missing chain and lock and address maintenance items. Upon receipt, the report will be forwarded to Mr. Kemp. The major tree was removed from Palermo and a smaller tree that was left behind will be removed.

Mr. Cramer commended MRI's work on the riprap. He stated that he discussed other work to be done in the area and asked if MRI will perform the rest of the work. Mr. Adams replied affirmatively and noted that an inspection report is forthcoming. A hole in the road in front of Palermo was caused by breaks at a drainage pipe joint under the road. Those were patched and the hole was filled; a proposal for lining the pipe will be presented at an upcoming meeting.

**SIXTH ORDER OF BUSINESS****Treatment Report: March 2025 - Superior Waterway Services, Inc. (Andy Nott)**

Mr. Nott presented the monthly Treatment Report and reported the following.

- Algae and submersed weeds increased in March.
- Several lakes were treated for submersed weeds, primarily slender spike rush.
- Water levels are dropping, hampering treatment as dying material has nowhere to go.
- Many lakes have algae and will be retreated as necessary.
- Lake E-15 has been problematic due to low water levels and, if not resolved, a crew will remove plant material in the coming weeks.
- He followed up on a resident's concern about excessive spraying; his lake was checked and there is no evidence of excessive spraying or dead material. Some material died out due to water fluctuation. The littorals could be fuller, but that lake does not have much exposed bank.

**SEVENTH ORDER OF BUSINESS****Committee Reports****A. Eco Club Committee Report: Pond Water Quality Monitoring**

This item was removed from the agenda.

**B. PLCA Landscape Committee: Presentation of Request for Fund for Surveyor Fees to Determine Slopes**

The title of this item is just “PLCA Landscape Committee”.

Resident and PLCA Landscape Committee Chair Cheryl Hughes stated her team worked closely with Mr. Kemp and Mr. Hoppensteadt. The PLCA decided to hire an engineering firm to examine the slope of the Pennyroyal berm, which would have been the Committee’s primary 2025 project. Work will be suspended pending further direction from the PLCA. Other projects include work at Waterside, at the north gate and at the cottage berm. Mr. Kemp will help the Committee direct these projects. Projects and priorities will be adjusted at the next meeting; it is hoped that issues at Bay Cedar about the view will be addressed. She noted that Ms. Paula Rush is the Board liaison.

Mr. Cramer offered to share the Pennyroyal berm plans, which include the slopes, and suggested that be considered before another contractor is engaged. He stated Mr. McCarthy also has information and plans that can be considered before additional contractors are hired. He stated the same holds true for the Tennis Center; all the engineering work is available.

Ms. McVay voiced her opinion that the southern gate is used the most and that area needs to be refreshed; she does not consider 10’ of mulch as a feature.

Mr. McCarthy asked for a Landscape Committee member to visit the Waterside homes at night to see the noise and lighting impacts on homes along the street on the Coconut Road side.

Discussion ensued regarding how the PLCA and the Landscape Committee prioritize projects, prioritizing severely impacted homes and the Landscape Committee’s goal of using the funds as fairly and transparently as possible.

Ms. McVay noted that many of Bay Creek’s bushes were killed during Hurricane Ian and she thinks they should be replaced by the PLCA.

Ms. Montgomery supports protecting and enhancing basic livability standards for each community, without exception, and then addressing the aesthetics of the berms and circles.

Mr. Travers believes that all homeowners pay the same fees and receive the same benefits, regardless of which entry gate is used.

Mr. McCarthy noted that affected homeowners received feedback from potential buyers and real estate agents regarding the impacts to their properties.

Mr. Cramer stated that, following the discussion at the last meeting, he drove through the area in question on several evenings and observed high-intensity lighting at the Tides, across the way that runs parallel with the roadway. In his opinion, that area needs to be looked at. He offered to speak with the new General Manager to discuss whether the dusk to dawn security lights can be adjusted.

Discussion ensued regarding limited options for new lighting in Las Palmas, the need to report those lights that do not meet current standards, the need to address dying foliage that fails to provide privacy and the limitations of the Landscape Committee's authority.

**C. Colony Landscape Committee**

The Colony Landscape Committee Report was included for informational purposes.

Ms. Gravenhorst noted that Colony Landscape Committee President Bob Loos asked for all storm drains along the road from the north gate to the Bay Club to be inspected to avoid an issue like the one in Palermo. Mrs. Adams stated the MRI inspections are done in three phases for the entire community. The Colony was done two years ago and will be done again in another year; a lot of money was spent on drainpipe repairs last year.

Ms. Gravenhorst asked the CDD to fill the vacancy created by the retirement of a long-time supervising assistant with an individual who is experienced with plants and crew management. Mr. Adams stated that Staff is doing that; the goal is for the person who is currently shadowing another team member to be in place by August 1, 2025.

<p><b>On MOTION for Bayside by Ms. Gravenhorst and seconded by Mr. Nicholson, with all in favor, hiring an experienced supervising assistant, was approved.</b></p>
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**EIGHTH ORDER OF BUSINESS**

**Discussion: Maintenance Site Updates**

Mr. Adams stated that the contract for the last item, repaving the parking lot and adding the concrete waste area, was executed. Mr. Kemp discussed a slight delay related to the asphalt and noted that paving should be scheduled by the end of the week. Mr. Adams stated that the goal is for paving to occur from a Friday into a Saturday; milling would begin at 11:00 on Friday and repaving would be done on a Saturday. Mr. Kemp stated that some of the equipment will be

parked at the beach parking lot over that weekend and landscape trimmings will be stored at the beach parking lot for up to two weeks while the concrete cures.

Mr. Cramer voiced his opinion that the appearance of the facility improved dramatically and it looks very professional. He hopes traffic will be controlled and work vehicles will be well lit during the project.

**NINTH ORDER OF BUSINESS****Presentation of Monthly Year-End Financial Forecast (under separate cover)**

The Monthly Year-End Financial Forecast was distributed and discussed in conjunction with the Unaudited Financials.

**ELEVENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of March 31, 2025**

Discussion ensued regarding Bay Creek's revenues and monthly expenditures of \$6,500 per month and the need to find another method of funding the Enterprise Fund. Increasing the assessment levy amount and irrigation water sales were discussed.

Mr. Adams stated he is working on the preliminary Fiscal Year 2026 budget; the \$7.00 monthly fee helps but revenue must be stabilized via a hybrid approach, as assessment revenue is already collected and water usage will be decreasing.

Discussion ensued regarding historical water usage, revenue collection and expenditures.

Mr. Adams stated that he will increase the assessment levy for the Enterprise Fund.

The financials were accepted.

**TWELFTH ORDER OF BUSINESS****Approval of March 24, 2025 Joint Regular Meeting Minutes**

**On MOTION for Bay Creek by Mr. Durney and seconded by Mr. Travers, with all in favor, the March 24, 2025 Joint Regular Meeting Minutes, as amended to include any changes submitted to Management, were approved.**





Resident and Southbridge and Baycrest President Jamie Grofik asked if there are any plans for the CDD or the PLCA to replace some of the hedge that was removed in conjunction with the renovation along 41 south, as residents complain about light and sound in their backyards. Mr. Kemp stated that the hedges were replaced with Clusia shrubs that will fill in; there are no plans to plant new hedges in those areas. Along the Greenview Berm, the Arboricola hedge will be allowed to grow taller.

Ms. Grofik asked about the irrigation water source. Mr. Kemp stated that most of the water comes from wells, for which the CDDs have permits from the South Florida Water Management District (SFWMD). Four shallow wells pump water into one of the three connected lakes and approximately 250,000 gallons per day is reclaimed water. A pump station at the golf course operates on that irrigation system and also receives reuse water from RCS.

An El Dorado resident whose property recently began flooding when new CDD construction began suggested a drainage pipe could reroute water to the CDD retention pond.

Mr. Adams discussed elevation issues that would prevent draining water to the retention pond and suggested the resident consider regrading his property and working with the neighbor to the south of him. He does not think the CDD can do anything to help, as the CDD maintenance facility is surrounded by a berm.

**EIGHTEENTH ORDER OF BUSINESS****Adjournment**

The meeting adjourned at 3:28 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

FOR BAYSIDE IMPROVEMENT:

  
Secretary/Assistant Secretary

  
Chair/Vice Chair

FOR BAY CREEK:

  
Secretary/Assistant Secretary

  
Chair/Vice Chair