

**MINUTES OF MEETING
COLONIAL COUNTRY CLUB
COMMUNITY DEVELOPMENT DISTRICT**

A meeting of the Audit Selection Committee of the Colonial Country Club Community Development District was held Monday October 22, 2018 at 1:45 p.m. in the Activity Room of the Community Center, 9171 Independence Way, Fort Myers, Florida, following which the Board of Supervisors of the Colonial Country Club Community Development District met for their regularly scheduled meeting at 2:00 p.m.

Present and constituting a quorum were:

Antonio (Tony) DeSantis	Chair
Joe Zajac	Vice Chair
Sally Hefti	Assistant Secretary
Giovanna Scuderi	Assistant Secretary
Medge Wahrer	Assistant Secretary

Also present were:

Cal Teague	District Manager
------------	------------------

The following is a summary of the minutes and actions taken at the October 22, 2018 meeting of the Audit Selection Committee of the Colonial Country Club CDD immediately followed by a summary of the minutes and actions taken at the regularly scheduled meeting of the Colonial Country Club CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Prior to the 2:00 p.m. regularly scheduled meeting of the Board of Supervisors, the Audit Selection Committee met at 1:45 p.m. The Chair called the meeting to order and the District Manager called the roll. All were present for today's meeting.

SECOND ORDER OF BUSINESS

**Review of Proposals Received for
Fiscal Year 2018 Audit**

The Audit Selection Committee reviewed the three (3) submitted proposals.

THIRD ORDER OF BUSINESS

Ranking of Audit Firms

After review, each firm was ranked with the District's current auditing firm (Berger, Toombs, etc.) receiving the highest rating. The Audit Selection Committee, therefore, agreed to recommend to the Board, their selection of the highest ranked firm.

FOURTH ORDER OF BUSINESS

Adjournment

There being no further Orders of Business of the Audit Selection Committee, and

On MOTION by Vice Chair Zajac seconded by Supervisor Hefti with all in favor, the meeting of the Audit Selection Committee adjourned at 1:55 p.m.

Once the meeting of the Audit Selection Committee was adjourned, the regularly scheduled meeting of the Colonial Country Club Board of Supervisor commenced as follows:

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The Chair called the meeting to order and the District Manager called the roll. All members were present.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was presented.

On MOTION by Vice Chair Zajac seconded by Supervisor Wahrer with all in favor, the Agenda was approved as presented.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda

There being none, the next Order of Business followed.

FOURTH ORDER OF BUSINESS

Approval of the Meeting Minutes

The Regular Meeting Minutes of the September 24, 2018 were presented.

On MOTION by Supervisor Wahrer seconded by Supervisor Scuderi with all in favor, the Regular Meeting Minutes of September 24, 2018 were approved as presented.

FIFTH ORDER OF BUSINESS

Old Business

A. Storm Water System Cleaning and Inspection Report

Upon completion of this project, re-inspection was performed by Extreme Divers to be certain that all areas were debris-free.

B. Lake Aeration Project

The District Manager reported that everything is ready to go, and the Notice of Commencement has been signed and returned.

SIXTH ORDER OF BUSINESS

New Business

A. Review of Lake Maintenance Map

Revised maps were prepared and distributed. The Engineer provided an updated erosion repair map as well. The Field Manager's report indicated that on Lake 21, only the west side had a tube put in. There were also some lake numbering issues identified, which will also be corrected by the Engineer.

B. Review of Perimeter Fencing

The Field Manager provided fencing maps, which identified locations in need of repair. The Board agreed that the pine tree leaning on the fence should be cut down, so it falls on the Six Mile Cypress side of the fence. They also felt that the gaps in the fencing need to be filled with more than just rebar. Rip rap was a suggested possibility and staff will be asked to check with the "Club" who reportedly have a large pile of this rip rap left from a prior project.

C. Aerator and Fountain Location Map

The map was presented, which also included the newly approved aerators.

D. Fountain Maintenance/Cleaning Proposals

As requested, two (2) new proposals were obtained for this project.

On MOTION by Supervisor Wahrer seconded by Supervisor Hefti with all in favor, retention of Vertex for fountain maintenance was approved.

E. Selection of District Audit Firm

Pursuant to the recommendation of the Audit Selection Committee, the Board approved retaining Berger, Toombs, Elam, Gaines & Frank to perform the annual audit for the next three (3) years.

On MOTION by Supervisor Scuderi seconded by Supervisor Wahrer with all in favor, retention of Berger, Toombs, etc. to perform the annual audits over the next three (3) years was approved.

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Resolution 2018-08 for Fiscal Year 2018 Budget Amendment

Resolution 2018-08 Amending FY 2018 Budget was presented.

On MOTION by Supervisor Hefti seconded by Supervisor Scuderi with all in favor, Resolution 2018-08 was approved.

B. Resolution 2018-09 for Allocation of Fund Balance for FY 2018

Resolution 2018-09 for Allocation of Fund Balance for FY 2018 was presented. There was increase in the Boardwalk Replacement Fund from \$50,000 to \$200,000 and decrease in the unassigned fund balance by \$150,000.

On MOTION by Supervisor Scuderi seconded by Vice Chair Zajac with all in favor, Resolution 2018-09 was approved.

C. Financial Statements for Month Ending September 30, 2018

The financials for period ending September 30, 2018 were submitted. Chair DeSantis presented a summary report which will be included in future financials pulling out

specific line item expenses which are under the Board's control. Request was also made for Outside Maintenance to be a line item of its own going forward.

On MOTION by Supervisor Wahrer seconded by Supervisor Hefti with all in favor, the financials for month ending September 30, 2018 were accepted as presented.

D. Website Compliance

The District Manager identified tasks toward compliance, which have been completed to date and presented the Compliance Plan to be followed going forward toward the end for meeting ADA Website Compliance.

E. Other

i. FEMA

The District Manager reported that FEMA has reopened the claim and requested additional information.

EIGHTH ORDER OF BUSINESS

Field Manager's Report

A. Field Manager's Report for October

Field Manager Pepin's report was presented with discussion ensuing as follows:

- The Board reported that the Spike Rush width along Lake 14 is beyond its 5-foot width limit. They also expressed grave concern over algae identified on Lakes 14, 8, 2 and 3 with the request that Lake & Wetlands treat the areas of algae very aggressively.
- The plants identified in the Field Manager's Report were approved by the Board for replacement but only IF there is irrigation available. If not, the Board requested that this be postponed until April.
- The Board requested cut back of vegetation and inspection of the 20 catch basins along Lakes 21 and 22. and
- Finally, the Board reiterated their approval of the fence repairs, which were discussed above.

B. Project Tracking/Maintenance Log

The Project Tracking/Maintenance Log was presented with comment being made regarding the size of the print and the difficulty reading this log.

C. Work Orders/Proposals

There being none, the next Order of Business followed.

NINTH ORDER OF BUSINESS

Attorney's Report

There being none, the next Order of Business followed.

TENTH ORDER OF BUSINESS

Engineer's Report

There being none, the next Order of Business followed.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comments

There being no Supervisor Requests and/or Comments, the next Order of Business followed.

TWELFTH ORDER OF BUSINESS

Audience Comments

There being none, the next Order of Business followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further orders of business or discussion, and

On MOTION by Vice Chair Zajac seconded by Supervisor Scuderi with all in favor, the meeting was adjourned at 3:05 p.m.

Calvin Teague
Secretary

Antonio (Tony) DeSantis
Chair