

**MINUTES OF MEETING
TERN BAY
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Tern Bay Community Development District was held on Tuesday, November 4, 2025 at the Heritage Landing Amenity Center, 14571 Heritage Landing Boulevard, Punta Gorda, Florida 33955. It began at 10:00 a.m. and was presided over by Ms. Tara Brady, Chairperson, and James P. Ward as Secretary.

Present and constituting a quorum:

Tara Brady	Chairperson
Denise Blakely	Vice Chairperson
Robert Brady	Assistant Secretary
Vickey DeLuca	Assistant Secretary
Gary Hamilton	Assistant Secretary

Also present were:

James P. Ward	District Manager
Greg Urbancic	District Counsel

Audience:

Mary Longares	w/Heritage Landing Amenity Center
Susan & Alex Gillan	Joe Hellner
Alden Pierce	Dave Blakely
Jeffrey Gordon	Kathy McAleer
Ovidio Irizarry	Mary & Rick Lump
Karen Powell	Larry Graham
John Boyer	Rod & Amy Bradtmueller
Rick Mills	Kathy & Roger Smith
G Belt	Bobbi Bunker
Larry Chiodi	Diane Stewart
Judy Desrochers	Michael Sands
Chris	Steve Basil
Deb Christiansen	Char Laursen
Jean Marc Poirien	Paula Poirien
Mike Parker	Troy Martin
Dan Forte	

All residents' names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes. Portions of these minutes may be transcribed in verbatim.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

The meeting was called to order at approximately 10:00 a.m. All Members of the Board were present, constituting a quorum.

SECOND ORDER OF BUSINESS**Consideration of Minutes****October 7, 2025 - Regular Meeting Minutes**

Mr. Ward asked if there were any additions, corrections or deletions to the Minutes; hearing none, he called for a motion.

On MOTION made by Vickey DeLuca, seconded by Gary Hamilton, and with all in favor, the October 7, 2025 Regular Meeting Minutes were approved.

THIRD ORDER OF BUSINESS**Presentation****Presentation by EntrancelQ to provide an outline of how residents will transition access to the Community with the new system, including anticipated timelines**

Mr. Jim Ward: A bit of background information; the Board awarded the bid to EntrancelQ and Allied personnel for the purposes of the transition of the access gate. We were able to get background information from Ramco in the last ten days with respect to the data they have from the existing system. Robert Belline with Entrance IQ is on the phone with us. His firm is the one who is responsible for converting all the existing data we have been able to get from Ramco. I'm not going to tell you that it's the best data I have ever seen in my life, but we got it. We are going to start the process of transitioning the EntrancelQ system and the personnel over a short period of time, but Robert is going to go through with the Board and the community his part of transition with respect to how it affects all of you as residents and how we will get you onto the new EntrancelQ system, what you will need to do, and how that process will occur on a going forward basis. I am sure there are a lot of questions. They have a lot of data. They have a lot of information that we will be transmitting to you during this transition process and also will probably go over some of the preliminary timing that we have in terms of transitioning. I will turn it over to Robert at this point.

Mr. Robert Belline thanked the Board for choosing EntrancelQ. He provided some background information about EntrancelQ. He noted EntrancelQ was very experienced with this type of transition. He introduced Chad Stuck, the gentleman in charge of transitions. He indicated once the data was set and correct in the EntrancelQ system, residents would receive an email from the CDD with information about the upcoming transition, then an email from EntrancelQ would be sent out. He noted the email would include links for residents to download the EntrancelQ app, access the EntrancelQ website, watch the account activation tutorial, and activate their account on the app and/or website. He asked Mr. Chad Stuck if EntrancelQ would begin with a soft deployment.

Mr. Chad Stuck responded in the affirmative. He noted EntrancelQ would need additional data, including email addresses from residents. He asked if the residents wished to purge the

existing guest list and start anew or bring over the old guest list. He said he did not need the answer now but wanted the CDD to think about it. He noted many communities chose to start fresh with the guest lists. He explained the deployment process: residents would receive an email with a pin number advising the resident how to login, where to download the app, a link to the website, and then after logging in, residents would be able to see their information on the website or the app or both. He noted this is where residents would be able to see the guest list. He stated EntrancelQ would also train Mr. Ward's team regarding how to take calls from residents to help them with the process. He stated EntrancelQ would also be available to assist residents. He said training those who would be working with the system and the gate officers would then begin. He noted Allied personnel were likely experienced with EntrancelQ system, but training would be sent out regardless. He stated once training was done the system would go live.

Mr. Ward asked if there were any questions; there were none.

Mr. Stuck noted he was available to answer questions at any time, residents were welcome to call or email any questions to EntrancelQ. He discussed the timetable for education, training, and going live.

Ms. Vickey DeLuca asked for advice regarding guest admittance within a builder turnover community such as Tern Bay.

Mr. Stuck stated there were a couple of different options: one was to set up a resident, manager, or vendor category in the system and keep track of those being admitted that way, or the system could keep track of each vendor individually.

Mr. Robert Belline noted if the builders were still holding open houses, those who were entering the community for these events would definitely be tracked as such.

Mr. Ward noted he believed the builders were no longer holding open houses as there were no model homes left.

Mr. Belline asked whether the developer still had control.

Ms. DeLuca responded the developer did not have control, but it was likely there were construction vendors on resident guest lists which no longer needed to be on the guest list. She said it was important not to provide contractors and vendors with carte blanche access to the property if they were no longer working within the community.

Mr. Belline said this was one reason why most communities cleared all guest lists and started anew.

Chairperson Brady recommended clearing all guest lists and eliminating all previous RFID tags and having the residents obtain new tags for entrance. She said this would prevent those who had RFID tags but should not from entering the community.

Mr. Stuck stated once EntrancelQ went live, the RFID tag situation could be evaluated, and those which had not accessed the community in a month or two could be shut down, or new

RFIDs could be distributed during a phase out period. He explained both systems should be run for a little while to give residents time to obtain the new RFIDs before shutting down the old RFIDs completely. He explained it was typically done alphabetically by days, residents would come in, register and pickup the new RFID, before the old ones were shut down completely on a "drop dead" date.

Mr. Belline stated SWFL IT would be installing the cameras, so it would be a migration over time. He explained EntrancelQ could not turn all the transponders off at once because then residents would not be able to get in and chaos would ensue. He explained when residents logged into the app, one of the first things which could be done was updating vehicles. He noted residents typically updated their vehicle information immediately.

Mr. Joe Hellner agreed the RFIDs should be purged. He said he hoped the app would give him the option to roll over his personal guest list and he would not be required to recreate his guest list in its entirety.

Mr. Belline explained pulling old guest lists into the system would hinder, not help the transition. He explained very often the guest lists were old and had many guests listed who should no longer have access to the community; therefore, he recommended transitioning without the old guest lists. He stated it did not take long to fill in the guest list, about 3 to 4 minutes, as it was a simple process.

Ms. DeLuca explained when a resident registered an individual on the guest list, said guest no longer had to go to the front gate to gain access; access could be gained through any gate as the license plate reader would pick up the license plate and automatically grant access.

Mr. Hellner stated his question was could a roll over guest list option be used for residents to look over their existing guest list and then decide whether or not it should be rolled into the new system.

Chairperson Brady explained the old database still included old guests which had been previously deleted, which was a problem, and it would be better to start guest lists from scratch.

Ms. _____ 20:18 noted she read in the minutes that the community had public roads, and anyone could enter including solicitors, and if a resident wanted to avoid soliciting said resident had to put up no trespassing signs. She asked if this was true, and if so, why was the community paying for gated security.

Chairperson Brady stated the roads were public roads but having them gated made the community a little more secure than just having an open road. She explained with security at least the community could keep track of who entered the community. She noted it was a deterrence because many individuals were not aware of the fact that the roads were public and technically anyone could enter. She said, while anyone could enter, drivers had to present a license to gain entry, and this information was recorded.

Discussion ensued regarding the roads being public, the gates still deterring unwanted entry, the residents being sold "private gated community," and guests entering through the resident access gate.

Chairperson Brady stated she was not okay with guests gaining entry through the resident access gate; only residents should be permitted to enter through the resident access gate.

Discussion ensued and the rest of the Board agreed.

Mr. Belline stated on deployment, guests would not be able to enter through the resident gate. He stated EntrancelQ had the ability to allow guests access through the resident gate if the community so chose, but from the onset guests would be required to enter through the guest entrance and be checked in at the gatehouse. He noted it would be up to the community how it wished to proceed and processes could change according to the community's needs in the future. He said certainly to start all guests would be required to check in before entry; guests would not be allowed to enter through the resident access gate.

Ms. Denise Blakely noted the guest list could include a time limit as well; guests could be on the list for a limited time and then automatically removed.

Mr. Belline agreed. He explained when someone was added to the guest list, the resident had the ability to choose a 1 time entry for today, tomorrow, or during a date range. He noted even permanent guests were only on the list for a limited time and then had to be refreshed. He noted this information was all included in the residents' training material which was a link in the email.

Ms. ____24:40 noted she was a seasonal resident and she often had a rental car when she returned to her home in the community. She asked if she would have to register her car at the gate every time she returned with a rental car.

Chairperson Brady explained the app on the phone would allow her to enter her rental license plate in the app and then go through the guest gate upon first entry, after which she would be able to use the resident gate.

Mr. Belline: For security reasons, when you change your license plate, a notification will be sent to Jim's team, from there it has to be verified and approved. That's so not anyone can just add a license plate to the system and say yep, come on in. They have to approve it and that's what allows it. Let's start at the beginning. We have to start with your transponder system. It will take 60 to 90 days to get all the residents onto the app where everything is good. From there we will discuss the next phase, and then we will watch the reads, make sure everything is clean, and we will slowly transition over from one system to the other. Once that is done, we will release the next phase in the process. The next phase in the process is "X" where residents can add their vehicles then either the entries could be auto approved, or Jim's team can approve it, but then we do that process. We are going to start small because when you throw too much at a community all at once, the community fails, so we have to do this in a phased approach otherwise nothing good will come from this.

Discussion ensued regarding the installation of cameras to read tags for admittance at the resident gate; the speed of the tag reader for entry; RFID stickers no longer being a viable means for entry; vehicles with paper tags, tall vehicles with elevated tags, and vehicles towing a trailer needing to go through the guardhouse gate; and piggybacking through the gate should no longer be possible with the new system.

Mr. Ward noted the back gate was a total disaster and he was still working on the problem.

Chairperson Brady recommended only opening one side of the back gate; there was no reason for both sides of the back gate to open for access.

Mr. Ward discussed the piggyback problem at the back gate; piggyback vehicles breaking the gate arms; and the potential to keep one side of the gate closed and adjusting the timing of the gate to prevent piggybacking.

Chairperson Brady noted only residents should be allowed to exit through the resident gate; all guests should be required to enter and exit through the guardhouse gate.

Discussion ensued regarding drivers breaking the gates; fining drivers who broke the gates; the new system hopefully would be able to track and penalize drivers who break the gates; and how other communities handled broken gates.

Mr. Belline stated generally other communities looked at the camera feed to see when it was broken, went to the EntrancelQ system, pulled up the vehicle who came through the gate at that time, identified the driver, and issued a citation for the damage.

Mr. Stuck explained there was a running traffic log which showed the entries of the license plates, the entrance of the guests, and the entrance would include a picture of the license plate for reference.

Ms. DeLuca stated for emergency reasons, for public safety reasons, anyone should be allowed to exit through the back gate; the back gate should not be reserved for resident exit only.

Discussion ensued regarding exiting from the back gate versus guardhouse; public safety issues with restricting access to exits; and various ways first responders accessed the gates.

Mr. Stuck: That's actually County specific. Every County has its own access. The thing you're talking about is called the SOS and that's the siren access. Some of them have a clicker which grants gate access. Others have a Knox Box which allows first responder access with a key. Every fire department and police department has to follow the County code in this regard.

Discussion ensued regarding Charlotte County using the siren system for entry; and the fire department across the street not being close enough for sirens to open the community gates.

Discussion ensued regarding not using RFID readers once the transition was complete; switching to a plate reader system; which types of vehicles would not be able to use the plate reader for access and would be required to utilize the front guardhouse gate; normal sedans,

vans and SUVs would have no difficulty with the plate reader; large work and delivery vehicles likely needing to use the front guardhouse gate.

Mr. Belline: From our side, it's extremely important, if we want to be effective, that the residents should watch for the email from EntrancelQ, make sure to open said email, activate the account, build a profile. It only takes a few minutes. From there forward, anytime you have a guest come in, if you use the app to add the guest, it will make the process through the gatehouse smoother and will allow the guests to enter more quickly. It will really change the whole process in a good way tenfold. Every time we say this to a community, the community says yeah we are ready to do it, when they do follow the simple steps, every community recognizes the system works very well. We just have to be proactive rather than reactive. When you have a guest coming over, add the guest ahead of time. Don't wait until the guard has to do it. That's what slows down the process. Like Chad said, since you have Allied coming in, they are well versed in our system. They know it very well. Your team will already be trained before they even come on site. They will be trained through our system. The biggest challenge will be getting the residents on board.

Mr. Ward: Can you provide a generalized timeline on the transition itself?

Mr. Stuck: Once I have the data and I know where I'm at - that's the lynchpin which is holding this all together - then I'll have just about every date set for you. We will go back and forth because you may have your own start date in mind, but December 8 is what we are shooting for, for the go live.

Mr. Belline: Yes. We are trying to coordinate with Allied, and our data is the biggest challenge for us.

Mr. Stuck: I'll know more once I see that data. I'll be able to give you exact dates for everything.

Ms. DeLuca: If we are going live sometime in mid-December, is there an opportunity to do a video training for all the people who will be coming down after January 1st? Do a training offering to the community so that we don't get massive backups when the snowbirds start coming down?

Mr. Stuck: The truth of the matter is, our training videos are set up in such a way - they are so easy. What we are going to do - keep in mind - we are going to do that initial welcome email, and then see what kind of response we get, and then do a second email to those who didn't log in or haven't signed up for the app. I'm not saying we wouldn't do it, but I think the training videos are the better solution.

Chairperson Brady: Everybody is going to get that email, everybody is going to get the same training. With all respect, just because you're a snowbird doesn't mean you should get a special 30 minute training video in person over everybody else. If we get it, and we send out another email saying do it, and if they don't, when they get here if they have to wait a little bit, that's on them.

Ms. DeLuca: I wasn't asking for in person training, just a video.

Chairperson Brady: If you want to send a video to everybody, but I wouldn't say snowbirds get that and not everybody.

Mr. ____ 46:37: Has anyone thought of the ramifications of the public roads, the new system, and the real estate system? Because people are going to be allowed to come in. No more restrictions on open houses.

Chairperson Brady: The open house restriction is an HOA rule. They can do it on Saturday or Sunday from 1 to 4. That's an HOA rule.

Mr. ____: How about people who want to show their home?

Chairperson Brady: They have to put the name on the guest list, or if it's just a realtor coming to show my house, when they get to the gate they have to give all their information and then they can come in. It would be the same as what they do right now.

Mr. ____: That's not legal.

Chairperson Brady: We can ask them what they are doing. It's illegal to deny them access, but we can stop them and get their information the same way we are doing now.

Discussion ensued regarding realtors and access to the community; property owners adding tenants as guests; tenants not having access through the resident gate; and tenants being required to use the guardhouse gate.

Mr. ____ asked what would happen if a driver approached the guardhouse gate, refused to provide identification but demanded access.

Mr. Ward: We have to put together the procedures. The law in Florida, given these are public roads, if someone approached the front gate and refused to provide identification, the gate guard has the right to ask for identification. The same for delivery guys; they still have to provide identification for access through the gate.

Mr. Greg Urbancic: We are not dealing with really bright line federal regulations on this, but I can tell you what we do in a lot of communities where we have similar situations. We don't deny people access if they don't show ID. We try to at least get a name and record information. But those communities wave them through so we are complying with access to public roadways, but we do let them know if they venture on private property, they are trespassing and that the authorities will be called. They have to stay on the public roads. That's generally how it is in other communities, but again, there isn't a clear federal regulation or statute to say how you do this. I'm just giving you my experience with other communities.

Chairperson Brady: And at least we would have their license plates as well.

Mr. Ward: A government entity has the right to ask for a driver's license to come in. I don't see a problem with this community doing this. We still have to let them in, but we can ask for a driver's license.

Discussion continued regarding allowing entry to the community with or without a driver's license; the community not having the right to refuse entry; and the guard making a notation about the driver who refused to provide identification and gathering the tag information prior to entry.

FOURTH ORDER OF BUSINESS

Staff Reports

I. District Attorney

Mr. Urbancic: We have an early legislative session coming up in January this year. The bills have already started to flood in. I will update you as that goes along. There are some of the usual suspects that we see in bills like trying to change the limits of sovereign immunity, to raise the caps. It failed last year. We will see if it goes through this year. There is also another bill out there which would do away with the goals and objectives statute. It just deletes it from the record. I know a lot of people were hoping that goes through. We will see. There is also one that would create an administrative burden on us in relation to - I don't know how else to describe it other than it gives people who are adversely affected by some action of a special district the right to have some sort of appeal process to whatever action that we take. I'm hoping that one doesn't go through because it would cause a bit of a procedural nightmare. We will have to see.

II. District Engineer

Chairperson Brady stated the Engineer was not present as he was at a meeting finalizing the plat for the CDD.

III. District Manager

- a. Annual Ethics Training Reminder - due before December 31, 2025.**
- b. Asset Managers Report - October 2025**
- c. Financial report for the period ending September 30, 2025 (unaudited)**
- d. Important Board Meeting Dates for Fiscal Year 2026**
 - 1. Tuesday, December 2, 2025: Public Hearing - Rules of Procedure Revisions**

Chairperson Brady reminded the Board to complete the ethics training requirement before December 31, 2025.

Discussion ensued regarding the ethics training requirement and self-reporting completion of the ethics training requirement on Form 1.

Chairperson Brady noted the gate arm was broken approximately 7 times over the past five weeks. She stated in terms of streetlight repair, the CDD has asked FPL to fix the streetlights repeatedly with little to no response; therefore, the CDD has decided to take the expense upon itself and fix the streetlights without FPL assistance.

Ms. Vickey DeLuca stated in the May meeting she reported on the streetlights and indicated 17 lights were out. She stated she worked with Mary to ensure these were recorded. She noted she obtained the streetlight numbers to be reported to FPL. She said she drove around last night and 12 of the 17 lights were fixed and looked wonderful; FPL fixed the lights. She asked if these were reported.

Mr. Ward: Mary has been reporting them to FPL. They are on a 3 to 4 month time schedule for purposes of repair. We were getting a ton of complaints because of so many lights being out. We have identified a vendor who can do the repairs much more quickly than FPL.

Ms. DeLuca: What's that expense, because these dozen were fixed at no resident expense.

Mr. Ward: It took four months is the point.

Ms. DeLuca: What will it cost if we fix them?

Mr. Ward: I think it is \$300 or \$400 dollars each to fix them. It shouldn't be too much.

Chairperson Brady: There are fifteen lights out right now. At a cost of less than \$5,000 dollars I would rather get them done now, get them up, and then if it's one out here and there, and we can wait a few months for FPL to catch up, then from that point forward we can let FPL do it.

Ms. DeLuca: Are we paying a contact fee for FPL to service our lights?

Mr. Ward: It's included in the price. These are leased lights, so you pay a monthly lease fee for the lights which includes the maintenance cost for it. Mary, what she does, she sends an email to FPL with a repair list. They have been on a very long lag for purposes of repair for whatever reason.

Ms. DeLuca: So, you are saying this will be a one time charge. We will pay to have these 15 lights fixed and then we will let FPL take over maintenance and repair again.

Chairperson Brady: We will take it from there. If FPL then takes another six months to fix lights again, then I personally think the safety of having the lights fixed is something we can take on.

Ms. DeLuca: When will we be able to get out of that contract with FPL?

Mr. Ward: You can terminate the lease; that's the easy part. The hard part is what you will have to do if you terminate the contracts. You have a built out community, so there are not really a lot of options. A lot of communities are turning to solar light systems because of the cost of the FPL light system, to the all around costs that go with it. I'm seeing new communities in the 2024 - 2025 time frame, they are all going to these solar systems which are relatively inexpensive, but this is a pretty big system, so at the end of the day it will still be pricey to change out the light system.

Chairperson Brady: The new pedestrian crosswalk sign at River (indecipherable) was put in. Landscape contract bidding: we have a partial map I want to go over with you guys. We put an advertisement out for bidding and prebid meeting is November 12, with bids due by December 1st. I listened to the last HOA meeting, and I think there is some confusion. The HOA made a statement that the CDD was taking over all common areas and that is not what we discussed. We discussed taking over CDD owned property. There is a lot of common area which is not CDD owned property that was not going to go into the landscape contract. So, we need to meet with the HOA with the map to say this is what we are doing, we are not taking over all common property because over by your side the islands are HOA. The HOA owns all the back stuff coming in the south gate behind all of those new houses there, etc. There is quite a bit of common area which is owned by the HOA. The intent that I had when we discussed taking over was the landscaping along the main heritage landing, the road that we owned and that right-of-way, and then along Burnt Store Road, the front area that we own, and the entrances. It wasn't all HOA property. Is that what everybody's intent was?

Discussion ensued regarding whether the CDD should take over just CDD owned property, or CDD and HOA owned property; what was owned by the CDD and what was owned by the HOA; and outlining on a map which areas would be the responsibility of the HOA versus the CDD to prevent confusion.

Chairperson Brady pulled up a map and reviewed what property was owned by the CDD and HOA and who would be responsible for which portions of which. She stated this information would be given to the landscaping company.

Ms. Blakely said she felt it might be a better idea for either the CDD or the HOA to take over all the landscaping rather than piecemealing the landscaping.

Discussion continued regarding the landscaping maintenance around the lakes; what property was owned by the CDD and what property should be maintained by the CDD; who currently mowed which properties; and whether the CDD should take over the condo mowing.

Mr. Ward: Master plan communities are what they are. Sometimes you have one group which does everything, but I have a ton of communities in which that is not true. In a normal community like this, the CDD should be maintaining its facilities or assets. By general concept, you should be doing the arterial roadways; to the extent there is a lake next to it, we can maintain that. Obviously, we should do Burnt Store Road. I could care less at the end of the day whether we do the 5 foot strip of land on a single family lot or not. It doesn't matter that much at the end of the day to the CDD or to the homeowner whether we do it or the HOA does it. Lake banks, in a normal world, the homeowner maintains the lake bank down to the water's edge for the purposes of mowing. The District maintains the lake bank for purposes of the integrity of the lake bank. We will have to go in at some point and restore those lake banks because they get destroyed for various reasons. Usually, it's a hurricane. We will have to restore it, put the sod back down and then it's back to the homeowners for purposes of maintaining. That to me is the simple way of doing things, but the ownership of it, we

can figure it out at the end of the day with the maps, but in my simple mind I kind of know what we need to maintain with respect to the main roadway down to the water's edge, Burnt Store Road, the single family lots, that 5 foot stretch, I'm fine with doing those. If right now the HOA wants to do those, who cares? At the end of the day, it's a minor issue that we just need to have a little discussion about. From my perspective, we are ready to go to bid, because I know what we are doing although we don't have a finalized map of it. I have a pretty good idea of exactly where everything is, but the map is not perfect yet because the plat is not recorded yet, but we don't need to overthink it either.

Chairperson Brady: Aquatic maintenance, the canoe launch area has been cleared out and they have the trail on a normal maintenance plan, so it won't get overgrown like it had become. Algae has been treated. They have been doing the spraying for cattails and grasses along the water. They have been doing the planting. I have some pond books here on pond maintenance if anybody wants those, but the planting placed in the littoral shelves that's required by SWFMD is being done. I will say the water is probably the clearest I have ever seen it. They are beautiful water quality wise. We have the storm drain cleaning. The vendor has been out there cleaning out all of the pipes. They are doing the 167 inlets, so all of those pipes are getting cleaned.

Ms. Blakely: Will all the lakes get plants?

Mr. Ward: No. Littoral shelves are what we call the base 1 area which is the original 7 units done pre-Lennar. That's the only area that has a littoral shelf to it, so that's where we have been putting littorals. I've gotten a lot of questions from residents who live in that area with the littorals, what we are putting in, some like it, some don't like it. The rest of the community, we haven't gotten to the point of seeing if we can put in any littorals. It will really depend on how the lake was done and whether there is any kind of area to put littorals. It is not on the plate for the next four months at least.

Discussion ensued regarding the littoral plantings and lake vegetation.

Mr. Ward: There is not a lot of vegetation around the lakes that will grow back other than the cattails, and they are terrible for your water management system. I think it will be a good idea to put some plants in which can help the system, but that's going to be a few months out because we don't know where we can put them at this point.

Chairperson Brady explained some of the lakes were dug straight down without a littoral shelf for planting; however, she felt something should be planted around the edges of the lakes without littoral shelves.

Ms. DeLuca noted the lake numbers meant nothing to her and she would like a map.

Chairperson Brady said as soon as the plat was recorded a map could be drawn up.

Ms. DeLuca asked what the cost was to install the plants on the littoral shelves, and how much it was going to cost to maintain the plants.

Mr. Ward: Maintaining a water management system was not simply treating it with chemicals. It was treating it with chemicals, putting in littoral plantings to help reduce the amount of chemicals needed to balance the entire system. I don't think the overall cost is going to be different than what I said before. I think we spent like \$20,000 dollars on the littoral plantings, but it's important not to look at that. It's important to look at how to maintain the overall balance of the water management system going forward. That includes littoral plantings, chemical treatments, and we will be looking at aeration systems in the future that need to be done, and even maybe a fish program might need to be implemented to help balance this ecosystem.

Mr. Hamilton: So, our overall budget of \$75,000 dollars, we are not going over that right? It was all part of the master plan.

Mr. Ward: Yeah, I think we are pretty close. I think it's really important to remember that those were very pie in the sky numbers back then. I had no basis to know what the number was actually going to be. I am going to do a budget amendment in another month or two to true up our actual costs. I anticipate doing that at your January meeting.

Chairperson Brady: We did talk about planting the littoral shelves and doing all of that. That was four or five months ago. So, we did talk about doing this.

Discussion ensued regarding informing the residents about the littoral plantings; producing a map illustrating where the various lakes were located and the lake numbers.

Ms. DeLuca: Everything on the bridge from the pickleball courts to terraces 1 through 6 is phase 1, so all the ponds which are on the back side of Heritage Landing are not littoral shelf ponds, although there are massive messes on the back side. So, the back side is phase 2?

Chairperson Brady: There might be one or two that have littoral shelves in phase 2.

Ms. DeLuca: Hole 7 and 8 are just a mess.

Mr. Ward: The whole area between 7 and 8 does have a littoral shelf right in the middle of it.

Chairperson Brady: What's wrong?

Ms. DeLuca: It is 100% grown over.

Discussion ensued regarding the pond at holes 7, 8 and 9 being overgrown in certain areas; whether the pond at hole 7, 8 and 9 had littoral shelves; the lakes on the golf course all having littoral shelves; the HOA not properly maintaining the lakes to SWFMD guidelines in the past; the CDD owning the lakes; the CDD taking over lake maintenance and being required to follow SWFMD guidelines.

Chairperson Brady reported in terms of hog trapping, USDA had been on site; approximately 10 hogs were sited, but none were trapped. She said within the next week she hoped the hogs might be caught.

Mr. Ward stated he understood the USDA caught some hogs this week.

Chairperson Brady stated there was a lot more cane toad activity in October; therefore, a lot more cane toad cleanup was being done including clearing of tadpoles and catching live toads.

Ms. DeLuca asked about the hog trapping cost changes with the change to the USDA as a vendor.

Mr. Ward explained the cost was a little less than with the previous vendor. He noted the USDA also provided hog trapping services to Charlotte County and therefore had experience and much better technology than the previous vendor.

Chairperson Brady stated December 2nd was the public hearing for Rules of Procedure Revision.

Mr. Ward: There is a thing called Rules of Procedure. Rules of Procedure are how we do things. Statute says we are supposed to have rules of procedure. 99.9% of everything you see in the rules are already codified in law. There is an old rule from the very beginning of this District that's in place that has the rules of procedure in it. As we were going through some of our archived records we found the rule, and I'm going to amend the rule and delete all of the items that are already in the statute that we are required to do simply because I don't want to have a rule out there that says one thing, the law gets changed, and then we forget to go back and change the rule itself. It doesn't need to be in two locations. That's the thought. Greg and I are just going through that quickly, but the rule is going to be short and sweet at this point in time, unless you want to add something unusual to it. But anything codified in law will come out of the existing rule that we have. That's all we are doing. It's a complicated procedure that requires a public hearing. It requires a lot of advertising. Most Counties and Cities, they have land use matters with rules of procedures, we don't have those kinds of things, so it really needs to be as simple as we can get it. We are just trying to reduce the rules of procedures to things that are not already codified in statute.

FIFTH ORDER OF BUSINESS

Supervisor's Requests

Chairperson Brady asked if there were any Supervisor's requests or questions.

Ms. DeLuca asked when the auditors were going to finish the audit for fiscal year 2025.

Mr. Ward responded the initial documents were sent to the auditors; the audit should be completed by December, received by January, and he would present the audit in February.

Ms. Blakely asked about the fluorescent green dog waste bin. She said it was tacky.

Chairperson Brady said the HOA installed the dog waste bins. She stated the HOA installed more than they were supposed to; the HOA was not supposed to install any more dog bins without CDD permission.

Mr. Ward stated he would have Greg Urbancic send a letter to the HOA telling them to cease and desist installation of dog bins. He said the CDD asked the HOA to stop a few times, if the HOA did not wish to respond, it was fine, a cease and desist letter would be sent.

Ms. DeLuca asked if the HOA could be asked to remove certain dog bins, for example the dog bin on the golf course where residents were not supposed to be walking dogs.

Mr. Ward responded if the dog bin was on CDD property then the CDD could have it removed.

Discussion ensued regarding the dog bins; the strange placement of certain dog bins; the terrible color of the bins; asking the HOA to paint a certain dog bin black and move the bin to a more sensible location.

Chairperson Brady indicated she would speak with the HOA about moving and painting one of the dog bins before Mr. Urbancic sent the letter; if the HOA was unresponsive Mr. Urbancic could include the request in the letter.

SIXTH ORDER OF BUSINESS

Public Comments

Chairperson Brady asked if there were any resident comments. She discussed the standard 3 minute protocol for residents' comments noting she would listen to all comments and then answer the questions.

Mr. Jean Marc Poirien asked how often the water flow was monitored. He asked how deep the CDD went into the preserves to monitor the water flow.

Mr. Troy Martin reported the HOA would have its budget meeting soon. He said he hoped the CDD would work closely with the HOA to ensure everyone was clear on who would maintain what in terms of landscaping. He stated he hoped the CDD would provide the map it was creating to the HOA, the golf course, and he thought it would be a better idea for a single contractor to manage the landscaping throughout the community. He suggested sending out information to the residents once the map was done and the landscaping issue settled. He thanked the CDD for allowing resident input. He asked who provided internet to the community. He asked if it might be possible to contact the internet provider and negotiate a lower rate for the whole community.

Mr. Steve Basil suggested wrapping the poles of the broken lights with yellow tape, per FPL protocol, so FPL workers could easily identify which lights were out. He asked if the palm tree lights were intended to remain up year round. He said he felt the lights should only be up in November and December. He asked if the bushes could be trimmed to allow better visualization of the up lights. He suggested asking the residents to vote about whether the

decorative lighting should be left up year round or for a few months. He stated he felt speed limits signs were needed in the community; he saw a driver dangerously speeding by the golf course. He asked who was responsible for the wells, the HOA or the CDD.

Mr. Dan Forte: asked about the plants in the pond by the 11th hole. He stated he felt there were better aeration methods for the pond and felt the plants were clogging the pond.

Mr. Joe Hellner stated the pond near the 7th, 8th and 9th hole was unique in that it was massively altered during the development of the south side. He stated several years ago the pond was normal with very little vegetation, but now the pond was massively choked with vegetation. He explained during development Lennar allowed the pond to drain and it stayed drained for several months; eventually Lennar restored the pond. He noted during the period it was dry, vegetation grew like crazy and once it refilled it was still choked with vegetation. He stated Hurricane Ian caused the pond to drain, and while Lennar fixed the pond, the pond was never brought back to the level it was before Hurricane Ian damaged the pond. He said he felt this was a restoration issue; the developer damaged the pond, changed its nature, and the issue was how, under the laws and regulations, the pond could be restored to what it was historically. He said he understood Mr. Ward had pictures and information about the lake, its history, and what it should look like. He asked for this lake to be added to the CDD's to do list.

Mr. Rick Mills stated the pump in the pond behind hole 13 had gone down. He said the pond had not been the same since Hurricane Ian and with the pond being out, the pond could go from 3 feet deep to basically a swamp. He said the littoral plantings done recently looked terrible. He noted the pond had not been maintained properly in a very long time and he hoped the CDD would take care of it.

Ms. _____ 1:56:03 discussed the pond at hole 13. She stated it was pond 37. She said it did not look good and the new plants completely blocked her view.

Mr. Rod Bradtmeuller suggested going to speak to someone in the FPL office in person rather than sending an email about the broken lights. He said if this did not work the CDD could contact the Florida Public Service Commission, the regulatory commission which oversaw FPL, and file a complaint. He stated this would likely push FPL to fix the lights quickly. He stated the CDD had the power of some 1,500 doors.

Ms. Diane Stewart stated on Heritage Landing near the Verandahs were stakes with pink flags. She asked what these were for. She stated she thought at the October meeting the CDD had recommended taking over the ponds because the landscapers were dumping clippings into the ponds and the ponds required special equipment for proper mowing.

Mr. Ward asked if there were any additional questions or comments; there were none.

Chairperson Brady answered the questions from the audience: *I do not know what the stakes are. I saw the stakes, and I put a call in to the engineer to see if he knew what those stakes were for. The pond banks, yes, you are correct, I think the CDD should take the banks. The batwing mowers are much easier on the banks and will not damage them as much. The clippings, we talked to the golf course because we watched the golf guys go to the bridge on*

hole 7 and dump the clippings off the bridge into the lake. So, we had that conversation, so they know they are not supposed to be doing that. Lights, we can look into that. I personally still say, let's get that done instead of waiting longer, but moving forward from that point we can try other avenues. I do have a contact that I normally deal with, and I have a call into with them to see if there is anything they can do to help us get them because it's not like it's just one streetlight, it's an entire community. We have a list of what was planted in every lake, by the lake, that Jim can give you, and the average height they can grow is 24 to 36 inches. I texted Jim over the weekend that we have a problem, the lake is way down, because the well is not working right and they are using the lake water for irrigation which is why the lake on the right hand side by 14 and 15 is down so much. We have to figure out something to do with that because it's down by 1 to 2 feet right now. It looks a lot worse because of the slope and the littoral, but the actual water is low, and we are starting dry season.

Ms. DeLuca: Do you have tee box 16 on your list as well? It's literally dried up.

Chairperson Brady: That's what I sent the picture of, from 16 down to 8. Hole 8 pond, I will pull the SWFMD permits for all of them because SWFMD has the original design of all the ponds and we will make sure they are correct. This is the first time I have heard that they were damaged and that Lennar tried to repair it. Also, hole 8, isn't that the one you were going to put the wall on? How are those engineering plans going?

Mr. ____: We staked it out yesterday. The engineer is supposed to be out Monday.

Chairperson Brady: So, hole 8, the golf board is looking at making that a signature hole and where the green is they are going to build a wall, a retaining wall around it, so you'll either hit the green or your are in the water, but as part of that they have to get a SWFMD permit too. As SWFMD reviews that, they are going to say, hey, this lake has changed too. But we will pull the permits for the lakes to make sure they are what they are supposed to be.

Ms. Blakely asked who was draining the ponds for irrigation. She said it did not make sense to work on the lakes, install plants, only to have the lakes drained.

Discussion ensued regarding using lake water to irrigate community grounds.

Chairperson Brady stated the CDD was working to get answers from Lennar regarding when the pumps were installed, and the irrigation being pulled from the well. She noted someone was seen working on the wells, but she did not know who it was. We are trying to get to the end with Lennar and the plat and who owns what. I'm really hoping Clay calls this afternoon and the meeting went well, and the plat was done.

Mr. ____: The well on 13 was out last year for 6 months. Lennar finally agreed to fix the well. They went with a company who wasn't who they normally go with, and the pump went out again. There was an underground short that shocked the guys when they were putting in the well. They came out, pulled the well out which was busted because of the short, and they said they would not come back and work on that because the short was still there. I was told FPL came out, put a new transformer in there. I saw FPL a couple of nights last week working on the transformer. The pump is warrantied. They are waiting for the pump to come in, and we have another company who will take care of the pump that they are giving us at no cost,

putting it back in. That well feeds the pond on 15. The pond on 15 feeds the pond on 1, and the pond on 1 feeds the driving range which feeds the pumphouse which feeds the entire community, golf course, and all homes. So, the irrigation all comes out through the pumphouse, but it is for the community and the golf course, not just the golf course. That is a major well. That well pumps an unbelievable number of gallons of water per minute. That's why the pond on 15 is down right now unfortunately. I noticed yesterday that it had come back up a little bit, but that pump is still not fixed. I asked about that yesterday.

Discussion ensued regarding the well; everyone working together to make sure the well was in working order; the plat indicating who owned what, including the wells and the lakes.

Chairperson Brady: Speed limit signs, we are working on that. I know we need more. As I am working with the County to get our golf course community designation with signs, they are also giving me recommendations regarding where we should put the speed limit signs. Bushes and lights, we will make sure that as we do the new landscaping contract the lighting is made visible. The lighting at the front entrance is an absolute disaster. It was from 20 years ago. So, we are going to have to actually redo the entire electrical system coming in and part of that will be making sure all of that is done correctly. We are getting quotes to redo all of that electric. Me personally, I would like to have those wrapped lights on all year round. I think that makes it look very nice coming in. They are white, not Christmasy colors. Yes, they are Christmas lights, but I personally think they look good.

Mr. Hamilton said one of the residents indicated he really loved the lights and commented it made it feel like a true community. He stated he personally liked the white lights. He felt they were not Christmasy lights, but made it feel like a 5 star resort.

Ms. Blakely stated she worried there would be maintenance issues leaving the lights up year round and that it took away from the holidays.

Chairperson Brady noted there would be other decorations going up for the holidays.

Ms. Blakely agreed she did not like the idea of leaving the white Christmas lights up year round; however, she would like to see more uplighting.

Ms. DeLuca agreed the Christmas lights should not be up year round but leaving them up from November to March would be nice to better illuminate the area during daylight savings when it gets dark so much earlier. She said it was important to put more lighting at the back entrance as well. She noted leaving the lights on from November to March would also help with security.

Mr. _____ noted all the uplighting fixtures were replaced last year. He said unfortunately the lights were pointed at the bushes which were overgrown. He suggested leaving the white Christmas lights up until the uplighting was corrected and then make a decision regarding whether the Christmas lights should remain.

Chairperson Brady agreed. She discussed the electrical problems at the front entrance. She indicated estimates to fix the system were being obtained.

Ms. Blakely asked about solar lighting.

Mr. Ward: You don't actually have any real lights at the front entrance. At that entrance if I was going to put in a real streetlight I would put in a solar light because it's relatively dependable and they are not too expensive. I am doing a community in Pasco County now and I think the lights are running \$1,500 dollars installed each for an 18 foot pole.

Ms. Blakely asked about the up lights for the islands and roundabouts and such.

Mr. Ward responded there were smaller solar systems which the CDD could consider.

Mr. Hamilton noted solar lighting was not yet sustainable, which was why it was not widely utilized.

Mr. Ward agreed.

Chairperson Brady: Internet service, right now it is just Comcast. I don't think there is any other internet service. I believe the HOA is meeting with a company that would bring fiber in to see what it would cost to run fiber and then what it would be for everybody. The HOA would do that and then it would just be part of the Master HOA fees. They would need approval from the CDD as the owner of the roads to do it, but that would be a very good question to ask the HOA.

Mr. Troy Martin: Okay, well it could be a community wide contract with Comcast versus everyone on their own.

Chairperson Brady: Correct. But the CDD would not do a contract with a company and then bill everybody, but if the HOA wants to it can. Once the map is done, we will have it for everyone to see. We did budget around \$400,000 dollars in our budget for landscaping, and I don't know how much the HOA has in their budget. We have that and we have money in reserves, so we should be good with that. The last one I have is the water management flow and how is it monitored. They do sampling, and also the County comes in and samples the creek. They actually sampled 16 of our ponds the last time they were out and the creeks going into the preserve. They sampled at the bridge between the first set of verandahs and terraces. They have found the last couple of years a high nitrate in the winter, and they are trying to figure out why, so they are coming and sampling every month to see where it is coming from because it's not at Burnt Store Road; it is something in here. Not sure whether it is the original old well or something we are using in our fertilizer, but they will be back out in two weeks to do more samples.

Mr. _____ asked about the outflow from the water management system.

Chairperson Brady explained most of the time the water did not leave the community as it was used for irrigation; only during the wet season would it sometimes flow out of the community.

Mr. _____ asked how the water flowed out of the community.

Chairperson Brady discussed the locations from which the water could flow out of the community, lake 11, the lake behind 11, and through the creek; lake 17 and 10 flowed into the creek and went out under the bridge, and the water flowed out from the lake behind Verandah 14.

Mr. ____ asked for this to be marked on the map.

Chairperson Brady indicated the map would be marked with the water outflow areas.

Mr. Dan Forte asked about the 11th hole pond.

Chairperson Brady responded the 11th hole pond had a small littoral shelf which was just planted. She said she would look at the pond and check the plantings.

Discussion ensued regarding the kayak pond leading out to the harbor; needing to change the signage at the back gate to read owner entrance, not resident entrance as renters would need to enter at the front gate; an old yield sign which needed replacement; difficulty with speeders in the community; cutting back the foliage along the kayak trail again; the kayak trail having mangroves and only being able to cut foliage back so far as mangroves were protected; and how much it would cost to maintain the kayak trail.

Mr. Ward: We have changed a lot in the last four months in terms of what we are doing, and the cost of all of this. I am going to true up this budget with you, but I am not going to do it for another 60 days because I need to see where we are going to be. We will just have to go from there. The budget numbers were very high level numbers four or five months ago. We need to get through the bidding process with the landscaping. We need to get through what's going to happen with the wells. We need to get through just a couple more items before I can true up the budget for you.

Discussion ensued regarding the landscaping contract; ensuring the trees were well trimmed up to 7 feet along the sidewalks; ensuring the bushes were trimmed a foot back from the sidewalks and streets; ensuring the ponds had the proper and necessary littorals.

Chairperson Brady noted she regularly notified Jim Ward about resident complaints or anything which needed attention in the community, as well as social media posts.

Discussion ensued regarding the Heritage Landing Facebook pages and other social media; potentially using social media to distribute information to the community; and monitoring social media for complaints or questions.

Chairperson Brady stated it was not fair to expect someone to monitor social media for questions or concerns. She said she would continue to direct residents to contact Mr. Ward with questions. She noted she was going to remove herself from the Heritage Landing Facebook group because people could be mean. She stated the CDD was a government agency and could not have a social media page in the same way the HOA could.

Discussion continued regarding the Heritage Landing Facebook page and other community social media outlets; the problems with community Facebook pages and social media

outlets; the HOA having an app for the residents to use to report concerns and get in touch; and asking Mary to send out a summary of what was discussed at today's meeting to the community.

Mr. Robert Brady asked about the littoral plantings in the ponds and the pond maintenance program.

Mr. Ward: We started this program a few months ago. It was in really bad shape. We focused on chemical application of the lake system to try to get a lot of the growth under control and taking out the cattails. Step 2 of the process is once we get this piece under control we usual will start a littoral planting process based on looking at the engineer maps to see where the littoral shelves are and put the littoral shelves back in which we knew were gone. Honestly, we didn't think it was going to cause such a stir, but it did. So, we are putting those back in. The next step of the process is, maybe in three or four months, we start to look at additional methods of treatment which are aeration devices. Either bubblers, or fountains, or additional fish, things that help the ecosystem itself. It is a multistep process we will go through. It is something that will take time because we don't know where the system will be in two or three or four months. Once we see it changing, we will make more changes to the system to help it over time. We did not install the littoral materials for all of the littoral shelves, so we anticipate doing more littoral plantings, but I want to see where we get with the ones which have already been planted. They don't always grow at a 100% growth rate, so I want to see where we get and then once rainy season starts we will have a better handle on where we are with the existing system and we will be able to make better decisions on additional littorals, if any are needed at all. The materials which were planted only grow to be 24 to 36 inches tall, so they will stay low. The problem you have had is your system has grown cattails which grow to be 6 to 8 feet tall or taller, and they really take over the system. We have taken those out and replaced them with plants which were better for the water management system and would not grow up to 8 feet tall. If you think about it, these plants were on a littoral shelf, inside the lake bank or below the lake bank, the plants were 24 to 36 inches. They were not going to get much taller than the top of the lake bank itself, and they are going to look like the materials you see here. These are perfect pictures, and the plants will not be perfect like in the picture, but we will add more littorals as time goes on, as needed, but I can't tell you when that is going to be or how much it is going to be.

Mr. Brady said he was worried about the vegetation taking over ponds completely. He stated he was worried about the plants spreading throughout the pond, not necessarily growing tall.

Mr. Ward: I think some of the difficulties are what was a pond really isn't a pond; it is a littoral shelf which just had water in it because the littoral shelves were gone. They are just not there, so we put them back in the system, and I understand some have made the comment that we screwed up the lakes, for lack of a better term, because the water is gone, but at the end of the day it was a littoral shelf to begin with. Not a great littoral shelf, and that's got to be fixed, but what we put in was not a lake that took a littoral shelf, it was a littoral shelf that was there that we just replanted.

Chairperson Brady: I'll use 12 for an example. The first 100 feet from the tee box is all a littoral shelf, the width of what is the lake and then the lake gets deeper when it drops, and where it drops, that's where the plants won't grow because it's too deep. One thing I'm going to do,

I'm going to wait until more people are here, and probably in January I will have the County Water Quality Manager come in and do a presentation on water quality, why you want the shelves, the differences between the lake banks and the lakes themselves, the SWFMD permitting requirements, water flow, etc. At the same time, I will have the natural resources manager come in and do a little thing about wildlife, whether it be gators, hogs, everything we have around here.

Ms. ____: So, we should blame Lennar for selling us a pond which was really a littoral shelf.

Chairperson Brady: Correct.

Ms. DeLuca: Can we have a meeting before we do phase 3? Can we put it on the agenda and have an open discussion with us and the residents before because the amount of ponds that we put an aerator in now that you put these littorals in is almost zero. Second of all, we should educate them on the palm rats while we are at it because the sable palms that have fruit attract palm rats. The palms need to be kept properly trimmed to discourage rats from making a home in them.

Chairperson Brady: What we planted has not changed what ponds can get aerators or not because all we did was plant in the lakes. We did not change the depth or create a new layer in the pond. We planted what's required to be in the ponds. In the deep part of 12 where it becomes a lake, you could still put an aerator or a fountain in there.

Ms. DeLuca: But the dead plants could get in there and cause a problem with the aerator. I had a pond with littorals, and the debris comes off them and goes into the aerators.

Chairperson Brady: There are many things we can do to prevent that from happening.

Ms. DeLuca: I just want to make sure we have a balanced discussion because lake 11 is supposedly completely filled with plants now. Well, 11 looked like a beautiful place to put an aerator before, now, probably not.

Chairperson Brady: I don't think there is a single lake that we have that we could not put an aerator in.

Mr. Mike Parker: You talked about the cattails. Did you treat the pond on the (indecipherable)?

Chairperson Brady: That is actually the preserves and no we did not treat that area.

Discussion ensued regarding the palm rats and what plants attracted the rats; trimming back the plants which attracted the rats; and educating the public about the rats.

SEVENTH ORDER OF BUSINESS

Adjournment

Ms. Brady adjourned the meeting at approximately 12:53 p.m.

On MOTION made by Robert Brady, seconded by Vickey DeLuca, and with all in favor, the meeting was adjourned.

James P. Ward

James P. Ward, Secretary

Tern Bay Community Development District

Tara Brady

[Tara Brady \(Dec 24, 2025 18:11:37 EST\)](#)

Tara Brady, Chairperson










TB - Minutes 11/4/2025

Final Audit Report

2025-12-24

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