

# **PARKLANDS LEE**

## **COMMUNITY DEVELOPMENT DISTRICT**

**January 9, 2025**

## **BOARD OF SUPERVISORS REGULAR MEETING AGENDA**

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT**

# **AGENDA LETTER**

**Parklands Lee Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-Free: (877) 276-0889**

December 30, 2024

Board of Supervisors  
Parklands Lee Community Development District

**ATTENDEES:**  
Please identify yourself each  
time you speak to facilitate  
accurate transcription of  
meeting minutes.

Dear Board Members:

The Board of Supervisors of the Parklands Lee Community Development District will hold a Regular Meeting on January 9, 2025 at 1:15 p.m., or immediately thereafter the adjournment of the meeting of the Parklands West CDD, scheduled to commence at 1:00 p.m., at the Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisors [Robert Schwartz - Seat 1 and Thomas Clemens - Seat 3] *(the following will be provided in a separate package)*
  - A. Required Ethics Training and Disclosure Filing
    - Sample Form 1 2023/Instructions
  - B. Membership, Obligations and Responsibilities
  - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-01, Declaring a Vacancy in Seat 4 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date
5. Consideration of Appointment of Qualified Elector to Fill Vacant Seat 4; *Term Expires November 2028*
  - Administration of Oath of Office to Appointed Supervisor

6. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing an Effective Date
7. Update: Superior Waterway Services, Inc. Treatment Report
8. Acceptance of Unaudited Financial Statements as of November 30, 2024
9. Approval of September 12, 2024 Public Hearing and Regular Meeting Minutes
10. Other Business
11. Staff Reports
  - A. District Counsel: *Coleman, Yovanovich & Koester, P.A.*
  - B. District Engineer: *Johnson Engineering, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: May 8, 2025 at 1:15 PM, *or immediately following the adjournment of the Parklands West CDD meeting scheduled to commence at 1:00 PM*

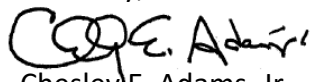
○ QUORUM CHECK

SEAT 1	ROBERT SCHWARTZ	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	ELLIOTT ERICKSON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	THOMAS CLEMENS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	DWAYNE RADEL	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	RUSSELL T. RUPP	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

12. Audience Comments/Supervisors' Requests
13. Adjournment

Should you have any questions, please contact me directly at 239-464-7114.

Sincerely,

  
 Chesley E. Adams, Jr.  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL IN NUMBER: 1-888-354-0094**  
**PARTICIPANT CODE: 229 774 8903**

**PARKLANDS LEE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2025-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
PARKLANDS LEE COMMUNITY DEVELOPMENT DISTRICT  
DECLARING A VACANCY IN SEAT 4 OF THE BOARD OF  
SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA  
STATUTES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Parklands Lee Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, on November 5, 2024, three (3) members of the Board of Supervisors (the “Board”) were to be elected by the Qualified Electors of the District, as that term is defined in Section 190.003, Florida Statutes; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period, two (2) Qualified Electors qualified to run for the three (3) seats available for election by the Qualified Electors of the District; and

**WHEREAS**, pursuant to Section 190.006(3)(b), Florida Statutes, the Board shall declare one seat vacant, effective the second Tuesday following the general election; and

**WHEREAS**, a Qualified Elector is to be appointed to the vacant seat within 90 days thereafter; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seat available for election as vacant.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE PARKLANDS LEE COMMUNITY  
DEVELOPMENT DISTRICT:**

**SECTION 1.** The following seat is hereby declared vacant effective as of November 19, 2024:

Seat #4 (currently held by Dwayne Radel)

**SECTION 2.** Until such time as the District Board nominates a Qualified Elector to fill the vacancy declared in Section 1 above, the incumbent Board Member of the respective seat shall remain in office.

**SECTION 3.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of January, 2025

ATTEST:

**PARKLANDS LEE COMMUNITY DEVELOPMENT  
DISTRICT**

---

Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**PARKLANDS LEE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**6**



**RESOLUTION 2025-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
PARKLANDS LEE COMMUNITY DEVELOPMENT DISTRICT ELECTING  
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR  
AN EFFECTIVE DATE**

**WHEREAS**, the Parklands Lee Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the District's Board of Supervisors desires to elect and remove certain Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE PARKLANDS LEE COMMUNITY  
DEVELOPMENT DISTRICT:**

**SECTION 1.** The following is/are elected as Officer(s) of the District effective January 9, 2025:

\_\_\_\_\_ is elected Chair

\_\_\_\_\_ is elected Vice Chair

\_\_\_\_\_ is elected Assistant Secretary

\_\_\_\_\_ is elected Assistant Secretary

\_\_\_\_\_ is elected Assistant Secretary

**SECTION 2.** The following Officer(s) shall be removed as Officer(s) as of January 9, 2025:

\_\_\_\_\_

**SECTION 3.** The following prior appointments by the Board remain unaffected by this Resolution:

Chesley “Chuck” Adams is Secretary

Craig Wrathell is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

**PASSED AND ADOPTED** this 9th day of January, 2025.

ATTEST:

**PARKLANDS LEE COMMUNITY  
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**PARKLANDS LEE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**7**

**Parklands West and Lee CDD**  
**Treatment Report for Nov/Dec 2024**

Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
1 West	Treated	Grasses/Weeds		11/01/24	12/10/24	Sprayed shoreline grasses/weeds
2 West	Treated	Grasses/Weeds		11/01/24	12/10/24	Sprayed shoreline grasses/weeds
3 West	Treated	Grasses/Weeds		11/01/24	12/10/24	Sprayed shoreline grasses/weeds
4 West	Treated	Grasses/Weeds		11/12/24	12/23/24	Sprayed shoreline grasses/weeds
5 West	Treated	Grasses/Weeds		11/12/24	12/23/24	Sprayed shoreline grasses/weeds
6 West	Treated	Grasses/Weeds		11/12/24	12/23/24	Sprayed shoreline grasses/weeds
7 West	Treated	Grasses/Weeds		11/05/24	12/23/24	Sprayed shoreline grasses/weeds
8 West	Treated	Grasses/Weeds		11/05/24	12/10/24	Sprayed shoreline grasses/weeds
9 West	Treated	Grasses/Weeds		11/01/24	12/23/24	Sprayed shoreline grasses/weeds
10 West	Treated	Grasses/Weeds		11/05/24	12/23/24	Sprayed shoreline grasses/weeds
11 West	Treated	Grasses/Weeds		11/05/24	12/10/24	Sprayed shoreline grasses/weeds
12 West	Treated	Grasses/Weeds		11/05/24	12/23/24	Sprayed shoreline grasses/weeds
13 West	Treated	Grasses/Weeds		11/05/24	12/17/24	Sprayed shoreline grasses/weeds

# SUPERIOR WATERWAY SERVICES, INC.



Lake #	Work Performed	Target	Target	Treatment Date	Treatment Date	Notes
1 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
2 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
3 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
4 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
5 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
6 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
7 Lee	Treated	Grasses/Weeds		11/26/24	12/10/24	Sprayed shoreline grasses/weeds
8 Lee	Treated	Grasses/Weeds		11/27/24	12/10/24	Sprayed shoreline grasses/weeds
9 Lee	Treated	Grasses/Weeds		11/27/24	12/3/24	Sprayed shoreline grasses/weeds
10 Lee	Treated	Grasses/Weeds		11/19/24	12/3/24	Sprayed shoreline grasses/weeds
11 Lee	Treated	Grasses/Weeds		11/19/24	12/3/24	Sprayed shoreline grasses/weeds
12 Lee	Treated	Grasses/Weeds		11/19/24	12/3/24	Sprayed shoreline grasses/weeds
14 Lee	Treated	Grasses/Weeds		11/19/24	12/3/24	Sprayed shoreline grasses/weeds
15 Lee	Treated	Grasses/Weeds		11/19/24	12/3/24	Sprayed shoreline grasses/weeds
Sorrento	Inspected			11/19/24	12/3/24	Sprayed shoreline grasses/weeds

Lake inspection was done on Dec 30, 2024

There were no major problems to report, minor Torpedograss in a few areas will be treated during routine maintenance  
Lake 9L Pondweed starting to grow, will be treated during routine maintenance



**Lake** 1W

**Notes/Comments**

No problems noted



**Lake** 2W

**Notes/Comments**

No problems noted



**Lake** 3W

**Notes/Comments**

No problems noted



**Lake** 4W

**Notes/Comments**

No problems noted



**Lake** 5W

**Notes/Comments**

No problems noted



**Lake** 6W

**Notes/Comments**

No problems noted





**Lake** 7W

**Notes/Comments**

No problems noted



**Lake** 8W

**Notes/Comments**

No problems noted



**Lake** 9W

**Notes/Comments**

No problems noted



**Lake**

**Notes/Comments**



**Lake**      10W

**Notes/Comments**

No problems noted



**Lake**      11W

**Notes/Comments**

No problems noted



**Lake** 12W

**Notes/Comments**

No problems noted



**Lake** 13W

**Notes/Comments**

No problems noted



**Lake** 1L

**Notes/Comments**

No problems noted



**Lake** 2L

**Notes/Comments**

Minor Torpedograss,

**Actions**

Routine Maintnenace



**Lake** 3L

**Notes/Comments**

No problems noted



**Lake** 4L

**Notes/Comments**

No problems noted





**Lake** 5L

**Notes/Comments**

No problems noted



**Lake** 6L

**Notes/Comments**

No problems noted

**Lake** 7L

**Notes/Comments**

No problems noted

No photo

**Lake**      8L

**Notes/Comments**

No Photo

**Lake**      9L

**Notes/Comments**

Minor Illinois Pondweed

**Actions**

Routine Maintenance



**Lake**      10L

**Notes/Comments**

No problems noted





**Lake** 11L

**Notes/Comments**

No problems noted



**Lake** 12L

**Notes/Comments**

No problems noted



**Lake** 14L

**Notes/Comments**

No problems noted





**Lake** 15L

**Notes/Comments**

No problems noted

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**



**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
NOVEMBER 30, 2024**

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
NOVEMBER 30, 2024**

	General	Debt Service Series 2013	Total Governmental Funds
<b>ASSETS</b>			
SunTrust - operating account	\$ 268,220	\$ -	\$ 268,220
Revenue	-	98,905	98,905
Interest A	-	18	18
Sinking A	-	61	61
Sinking B	-	8	8
Reserve A1	-	135,263	135,263
Reserve A2	-	7,938	7,938
Due from other funds			
General fund	-	83,167	83,167
Total assets	<u>\$ 268,220</u>	<u>\$ 325,360</u>	<u>\$ 593,580</u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities:</b>			
Accounts payable	\$ 13,534	\$ -	\$ 13,534
Due to other funds			
Debt service	83,167	-	83,167
Total liabilities	<u>96,701</u>	<u>-</u>	<u>96,701</u>
<b>Fund Balances:</b>			
Restricted for			
Debt service	-	325,360	325,360
Unassigned	171,519	-	171,519
Total fund balances	<u>171,519</u>	<u>325,360</u>	<u>496,879</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 268,220</u>	<u>\$ 325,360</u>	<u>\$ 593,580</u>

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 52,360	\$ 52,360	\$ 181,623	29%
Interest & miscellaneous	1	3	500	1%
Total revenues	<u>52,361</u>	<u>52,363</u>	<u>182,123</u>	29%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	-	-	4,306	0%
Management	5,057	10,115	60,687	17%
Legal	578	578	500	116%
Engineering	215	215	20,000	1%
Audit	-	-	7,100	0%
Accounting services	400	800	4,797	17%
Assessment roll preparation	1,042	2,083	12,500	17%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	167	1,000	17%
Trustee	-	-	6,000	0%
Telephone	42	83	500	17%
Postage	-	-	324	0%
Printing & binding	86	173	1,035	17%
Legal advertising	-	-	750	0%
Office supplies	-	-	105	0%
Website maintenance & hosting	-	-	705	0%
Website ADA compliance	-	-	210	0%
Annual district filing fee	-	175	175	100%
Insurance	-	8,844	9,354	95%
Contingencies	139	358	1,000	36%
Total administrative	<u>7,642</u>	<u>23,591</u>	<u>132,248</u>	18%
<b>Water management</b>				
Contractual services	4,079	5,357	48,572	11%
Total water management	<u>4,079</u>	<u>5,357</u>	<u>48,572</u>	11%
<b>Other fees and charges</b>				
Property appraiser	494	494	521	95%
Tax collector	909	909	782	116%
Total other fees and charges	<u>1,403</u>	<u>1,403</u>	<u>1,303</u>	108%
Total expenditures	<u>13,124</u>	<u>30,351</u>	<u>182,123</u>	17%
Excess/(deficiency) of revenues over/(under) expenditures	39,237	22,012	-	
Fund balance - beginning	132,282	149,507	123,954	
Fund balance - ending	<u>\$ 171,519</u>	<u>\$ 171,519</u>	<u>\$ 123,954</u>	

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2013 REFUNDING BONDS  
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 83,167	\$ 83,167	\$ 293,614	28%
Interest	1,115	2,249	-	N/A
Total revenues	<u>84,282</u>	<u>85,416</u>	<u>293,614</u>	29%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal Series A-1	-	-	170,000	0%
Principal Series A-2	-	-	15,000	0%
Interest Series A-1	46,488	46,488	92,975	50%
Interest Series A-2	5,625	5,625	11,250	50%
Total debt service	<u>52,113</u>	<u>52,113</u>	<u>289,225</u>	18%
over/(under) expenditures	32,169	33,303	4,389	
Fund balances - beginning	293,191	292,057	281,850	
Fund balances - ending	<u>\$ 325,360</u>	<u>\$ 325,360</u>	<u>\$ 286,239</u>	

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Parklands Lee Community Development District held a Public Hearing and Regular Meeting on September 12, 2024, immediately after the adjournment of the meeting of the Parklands West CDD, scheduled to commence at 1:00 p.m., at the Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135.

**Present were:**

Elliott Erickson	Chair
Robert Schwartz	Vice Chair
Thomas Clemens	Assistant Secretary
Dwayne Radel (via telephone)	Assistant Secretary
Russell T. Rupp (via telephone)	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Shane Willis	Operations Manager
Greg Urbancic (via telephone)	District Counsel
Meagan Magaldi (via telephone)	Coleman, Yovanovich & Koester, P.A.
Mark Zordan (via telephone)	District Engineer
Andy Nott	Superior Waterways (Superior)
Ben Steets (via telephone)	Grau & Associates

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

The meeting was called to order at 1:58 p.m. Supervisors Erickson, Schwartz and Clemens were present. Supervisors Rupp and Radel attended via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Presentation of Audited Financial Report  
for the Fiscal Year Ended September 30,  
2023, Prepared by Grau & Associates**

Mr. Steets presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

**A. Consideration of Resolution 2024-04, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023**

On MOTION by Mr. Schwartz and seconded by Mr. Rupp, with all in favor, Resolution 2024-04, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

**FOURTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2024/2025 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Willis presented Resolution 2024-05 and read the title. He reviewed the proposed Fiscal Year 2025 budget, noting that overall expenditures decreased slightly compared to Fiscal Year 2024.

Mr. Adams stated most of the \$20,000 "Engineering" line item is budgeted for stormwater system inspections and pipe cleanings that will be performed by MRI in Fiscal Year 2025, after which structural inspections can proceed.

Discussion ensued regarding the previous decision to approve the cleaning in a not-to-exceed amount of \$35,000 and issues with MRI's reporting due to the ID numbers in MRI's original Report.

Mr. Adams stated that Mr. Willis is working to cross-reference MRI's Report with the GIS mapping; he expects the Report to be complete tomorrow. When complete, it will match up with the GIS ID numbers. MRI completed a portion of the cleaning.

It was noted that this is the first year during which the bonds can be refinanced; while interest rates are not currently favorable, the Board can act on this at any time.

**On MOTION by Mr. Rupp and seconded by Mr. Radel, with all in favor, the Public Hearing was opened.**

No members of the public or affected property owners spoke.

**The Public Hearing was closed.**

**On MOTION by Mr. Clemens and seconded by Mr. Erickson, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

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

**Consideration of Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Willis presented Resolution 2024-06 and read the title.

**On MOTION by Mr. Clemens and seconded by Mr. Erickson, with all in favor, Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

#### **SIXTH ORDER OF BUSINESS**

**Ratification of MRI Inspection LLC Proposal Estimate #4897 [Cleaning – 30% and up \$32,800]**



Mr. Willis presented MRI Inspection LLC Proposal Estimate #4897 for cleaning pipes with 30% blockage and up. While the original approval was to clean pipes with 40% blockage for \$30,000, the decision was made to clean pipes with 30% or more blockage in the amount of \$32,800.

The original request to re-do the structure numbers was discussed.

Mr. Willis stated that he will cross-reference MRI's field map with the CDD's GIS map and email it to the Board today or tomorrow.

With regard to deliverables, Mr. Adams stated that a Report will be provided when the work is complete, as stipulated in the proposal.

**On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, MRI Inspection LLC Proposal Estimate #4897 for cleaning pipes with 30% or more blockage, and approving increasing the amount from \$30,000 to \$32,800, was ratified.**

#### SEVENTH ORDER OF BUSINESS

**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting] Acceptance of Unaudited Financial Statements as of July 31, 2024**

Mr. Willis and Mr. Adams presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. The Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals, was presented.

**On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**EIGHTH ORDER OF BUSINESS****Acceptance of Unaudited Financial  
Statements as of July 31, 2024**

Mr. Willis presented the Unaudited Financial Statements as of July 31, 2024.

It was noted that assessments levied are 101% collected.

A Board Member asked about the \$14,768 actuals in "Interest and miscellaneous". Mr. Adams will research it.

The financials were accepted.

**NINTH ORDER OF BUSINESS****Approval of May 9, 2024 Regular Meeting  
Minutes**

Mr. Erickson asked for comments from the Parklands West CDD May 9, 2024 Regular Meeting Minutes to be added to the Parklands Lee CDD May 9, 2024 Regular Meeting Minutes so that Mr. Radel's comments at that meeting are reflected.

Mr. Willis will ask for that portion of the Parklands West CDD minutes be included in the May 9, 2024 Regular Meeting Minutes.

Discussion ensued regarding the need to clarify that adjacent property owners in Paloma are responsible for maintaining their properties to the water line.

**On MOTION by Mr. Clemens and seconded by Mr. Radel, with all in favor, the May 9, 2024 Regular Meeting Minutes, amended as discussed, were approved.**

**TENTH ORDER OF BUSINESS****Other Business**

There was no other business.

**ELEVENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Coleman, Yovanovich & Koester, P.A.**

Ms. Magaldi reminded the Board Members to complete the required four hours of ethics training by December 31, 2024. Completion of the requirement will be noted when filing Form 1 in 2025. She discussed a new law that requires the vendor for any contract the CDD

enters into or extends to provide an affidavit stating that they do not engage in human trafficking.

**B. District Engineer: Johnson Engineering, Inc.**

Mr. Mark Zordan, the new Johnson Engineering, Inc. representative, introduced himself.

**C. District Manager: Wrathell, Hunt & Associates, LLC**

- **NEXT MEETING DATE: January 9, 2025 at 1:15 PM, or immediately following the adjournment of the Parklands West CDD meeting scheduled to commence at 1:00 PM**

○ **QUORUM CHECK**

All Supervisors confirmed their attendance at the January 9, 2025 meeting.

Mr. Willis stated that he will email the Memorandum related to the ethics training courses to the Board Members.

**TWELFTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors'**

Mr. Nott stated the water has risen above the riprap and asked for guidance related to the spraying desired on the weeds in the riprap areas.

Mr. Radel thinks it is important to note that, while adjacent property owners have a responsibility to maintain vegetation on the lake bank, they must do so in compliance with all the rules and ordinances of the Water Control District. Property owners must abide by restrictions and controls; they are not free to do anything they want.

Mr. Nott was directed to spray all submerged weeds with roots in the water.

Mr. Nott inquired if littoral plantings are needed.

A Board Member noted that Mr. Bob Volpe installed plantings above the control level and suggested working with him in an attempt to target those areas and get irrigation.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Clemens and seconded by Mr. Schwartz, with all in favor, the meeting adjourned at 2:38 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

217  
218  
219  
220  
221

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

**PARKLANDS LEE  
COMMUNITY DEVELOPMENT DISTRICT**

# **STAFF REPORTS**

PARKLANDS LEE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>The Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
January 9, 2025	Regular Meeting	1:15 PM*
May 8, 2025	Regular Meeting	1:15 PM*
July 10, 2025	Regular Meeting	1:15 PM*
September 11, 2025	Public Hearing & Regular Meeting	1:15 PM*
<i>*Meetings are expected to commence at 1:15 PM, or immediately thereafter the adjournment of the meeting of the Parklands West CDD, which are scheduled to commence at 1:00 PM</i>		