

PARKLANDS LEE

**COMMUNITY DEVELOPMENT
DISTRICT**

May 8, 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

May 1, 2025

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 May 8, 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. Update: Superior Waterway Services, Inc. Treatment Report
4. Consideration of Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
5. Consideration of Resolution 2025-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date
6. Acceptance of Unaudited Financial Statements as of March 31, 2025
7. Approval of January 9, 2025 Regular Meeting Minutes
8. Other Business
9. Staff Reports
 - A. District Counsel: *Coleman, Yovanovich & Koester, P.A.*
 - B. District Engineer: *Johnson Engineering, Inc.*

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

- UPCOMING MEETINGS

- July 10, 2025 at 1:15 PM, *or immediately following the adjournment of the Parklands West CDD meeting scheduled to commence at 1:00 PM*
- September 11, 2025 at 1:15 PM [Public Hearing and Regular Meeting] (*Adoption of FY2026 Proposed Budget*)

- QUORUM CHECK

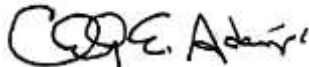
| | | | | |
|--------|------------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | ROBERT SCHWARTZ | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | ELLIOTT ERICKSON | <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 | GARY MONA | <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 |

10. Audience Comments/Supervisors' Requests

11. 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 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKLANDS LEE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025/2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Parklands Lee Community Development District ("**District**") prior to June 15, 2025, a proposed budget ("**Proposed Budgets**") for the fiscal year beginning October 1, 2025 and ending September 30, 2026 ("**Fiscal Year 2025/2026**"); and

WHEREAS, the Board has considered the proposed budgets and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The operating and debt service budgets prepared by the District Manager for Fiscal Year 2025/2026 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: September 11, 2025

HOUR: 1:15 PM

LOCATION: The Renaissance Center
28191 Matteotti View
Bonita Springs, Florida 34135

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Bonita Springs and Lee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 8TH DAY OF MAY, 2025.

ATTEST:

**PARKLANDS LEE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025/2026 Proposed Budget

Exhibit A: FY 2025/2026 Proposed Budget

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2026**

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
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**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

| | Fiscal Year 2025 | | | | Proposed |
|----------------------------------|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------|
| | Adopted Budget FY 2025 | Actual through 3/31/2025 | Projected through 9/30/2025 | Total Actual & Projected | Budget FY 2026 |
| REVENUES | | | | | |
| Assessment levy: on-roll - gross | \$ 189,191 | | | | \$ 189,191 |
| Allowable discounts (4%) | (7,568) | | | | (7,568) |
| Assessment levy: on-roll - net | 181,623 | \$ 177,082 | \$ 4,541 | \$ 181,623 | 181,623 |
| Interest and miscellaneous | 500 | 14 | 486 | 500 | 500 |
| Total revenues | 182,123 | 177,096 | 5,027 | 182,123 | 182,123 |
| EXPENDITURES | | | | | |
| Professional & admin | | | | | |
| Supervisors | 4,306 | 1,077 | 3,229 | 4,306 | 4,306 |
| Management/recording | 60,687 | 30,343 | 30,344 | 60,687 | 60,687 |
| Legal | 500 | 1,142 | 2,000 | 3,142 | 5,000 |
| Engineering | 20,000 | 215 | 2,000 | 2,215 | 5,000 |
| Audit | 7,100 | 7,100 | - | 7,100 | 7,100 |
| Accounting services | 4,797 | 2,399 | 2,398 | 4,797 | 4,797 |
| Assessment roll preparation | 12,500 | 6,250 | 6,250 | 12,500 | 12,500 |
| Arbitrage rebate calculation | 1,200 | - | 1,200 | 1,200 | 1,200 |
| Dissemination agent fees | 1,000 | 500 | 500 | 1,000 | 1,000 |
| Trustee fees | 6,000 | - | 6,000 | 6,000 | 6,000 |
| Telephone | 500 | 250 | 250 | 500 | 500 |
| Postage | 324 | 162 | 162 | 324 | 324 |
| Printing & binding | 1,035 | 518 | 517 | 1,035 | 1,035 |
| Legal advertising | 750 | - | 750 | 750 | 750 |
| Office supplies | 105 | - | 105 | 105 | 105 |
| Website maintenance & hosting | 705 | - | 705 | 705 | 705 |
| Website ADA compliance | 210 | - | 210 | 210 | 210 |
| Annual district filing fee | 175 | 175 | - | 175 | 175 |
| Insurance | 9,354 | 8,844 | 510 | 9,354 | 9,354 |
| Contingencies | 1,000 | 971 | 1,000 | 1,971 | 2,000 |
| Total professional & admin | 132,248 | 59,946 | 58,130 | 118,076 | 122,748 |
| Water management | | | | | |
| Contractual services | 48,572 | 14,761 | 33,811 | 48,572 | 48,572 |
| Total water management | 48,572 | 14,761 | 33,811 | 48,572 | 48,572 |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

| | Fiscal Year 2025 | | | | Proposed |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------|
| | Adopted Budget FY 2025 | Actual through 3/31/2025 | Projected through 9/30/2025 | Total Actual & Projected | Budget FY 2026 |
| EXPENDITURES (continued) | | | | | |
| Other fees and charges | | | | | |
| Property appraiser | 521 | 494 | 27 | 521 | 521 |
| Tax collector | 782 | 909 | (127) | 782 | 782 |
| Total other fees and charges | 1,303 | 1,403 | (100) | 1,303 | 1,303 |
| Total expenditures | 182,123 | 76,110 | 91,841 | 167,951 | 172,623 |
| Excess/(deficiency) of revenues over/(under) expenditures | - | 100,986 | (86,814) | 14,172 | 9,500 |
| Fund balance - beginning (unaudited) | 123,954 | 149,507 | 250,493 | 149,507 | 163,679 |
| Fund balance - ending (projected) | <u>\$ 123,954</u> | <u>\$ 250,493</u> | <u>\$ 163,679</u> | <u>\$ 163,679</u> | <u>\$ 173,179</u> |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & admin

| | |
|---|----------|
| Supervisors | \$ 4,306 |
| Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors, not to exceed \$4,800 for each fiscal year. The District anticipates four meetings during the fiscal year. | |
| Management/recording | 60,687 |
| Wrathell, Hunt and Associates, LLC , specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bond financings, and finally operate and maintain the assets of the community. | |
| Legal | 5,000 |
| Provides on-going general counsel and legal representation. As such, he is confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. He provides service as a "local government lawyer," realizing that this type of local government is very limited in its scope – providing infrastructure and services to development. | |
| Engineering | 5,000 |
| Johnson Engineering, Inc., provides a broad array of engineering, consulting and construction services to the District, which assist in crafting solutions with sustainability for the long-term interests of the community - recognizing the needs of government, the environment and maintenance of the District's facilities. In 2020, the CDD hired a consultant to create a GIS program and which continued management/updating is anticipated and will be cost shared with the West CDD based upon the number of units within each CDD. | |
| Audit | 7,100 |
| Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures. | |
| Accounting services | 4,797 |
| Preparation of all financial work related to the District's governmental funds (including preparation of monthly financials statements and annual budgets). | |
| Assessment roll preparation | 12,500 |
| The District has a contract with WHA Associates, Inc., to prepare the annual assessment roll. | |
| Arbitrage rebate calculation | 1,200 |
| To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability. | |
| Dissemination agent fees | 1,000 |
| The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934. Wrathell, Hunt & Associates, LLC is the dissemination agent. | |
| Trustee fees | 6,000 |
| Annual fees paid to U.S. Bank for services provided as trustee, paying agent and registrar. | |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

| | |
|---|-------|
| Telephone | 500 |
| Telephone and fax machine. | |
| Postage | 324 |
| Mailing of agenda packages, overnight deliveries, correspondence, etc. | |
| Printing & binding | 1,035 |
| Letterhead, envelopes, copies, etc. | |
| Legal advertising | 750 |
| The District advertises for monthly meetings, special meetings, public hearings, | |
| Office supplies | 105 |
| Accounting and administrative supplies. | |
| Website maintenance & hosting | 705 |
| Website ADA compliance | 210 |
| Annual district filing fee | 175 |
| Annual fee paid to the Department of Economic Opportunity. | |
| Insurance | 9,354 |
| The District carries public officials and general liability insurance with policies written by Preferred Governmental Insurance Trust. The limit of liability is set at \$1,000,000 (general aggregate \$2,000,000) and \$1,000,000 for public officials liability. | |
| Contingencies | 2,000 |
| Bank charges, automate AP routing and other miscellaneous expenses incurred during the year. | |

Water management

| | |
|---|--------|
| Contractual services | 48,572 |
| The District hires a qualified/licensed contractor for the routine maintenance of the lake system to insure compliance with the SFWMD issued permit. The lake maintenance expense has been increased over previous years and includes exposed lake bank mowing which is provided by agreement by the golf course. The District also operates and maintains the aeration systems, lake banks and aquascaping. These costs are shared with Parklands West CDD (based upon the number of units). | |

| | Total | Parklands Lee (521 Units) | Parklands West (498 Units) |
|---------------------|--------|------------------------------|-------------------------------|
| Lake maintenance | 40,000 | 20,451 | 19,549 |
| Aeration | 10,000 | 5,113 | 4,887 |
| Aquascaping | 15,000 | 7,669 | 7,331 |
| Lake banks (mowing) | 30,000 | 15,339 | 14,661 |
| Total | 95,000 | 48,572 | 46,428 |

Other fees and charges

| | |
|--|-------------------------|
| Property appraiser | 521 |
| The property appraiser's fees are \$1.00 per parcel. | |
| Tax collector | 782 |
| The tax collector's fees are \$1.50 per parcel. | |
| Total expenditures | <u><u>\$172,623</u></u> |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2013 BONDS
FISCAL YEAR 2026**

| | Fiscal Year 2025 | | | | Proposed |
|---|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------|
| | Adopted Budget FY 2025 | Actual through 3/31/2025 | Projected through 9/30/2025 | Total Actual & Projected | Budget FY 2026 |
| REVENUES | | | | | |
| Assessment levy: on-roll - gross | \$ 305,848 | | | | \$ 305,848 |
| Allowable discounts (4%) | (12,234) | | | | (12,234) |
| Assessment levy: on-roll - net | 293,614 | \$ 284,772 | \$ 8,842 | \$ 293,614 | 293,614 |
| Interest | - | 6,827 | - | 6,827 | - |
| Total revenues | 293,614 | 291,599 | 8,842 | 300,441 | 293,614 |
| EXPENDITURES | | | | | |
| Debt service | | | | | |
| Principal Series A-1 | 170,000 | - | 170,000 | 170,000 | 175,000 |
| Principal Series A-2 | 15,000 | - | 15,000 | 15,000 | 20,000 |
| Interest Series A-1 | 92,975 | 46,488 | 46,487 | 92,975 | 86,600 |
| Interest Series A-2 | 11,250 | 5,625 | 5,625 | 11,250 | 10,500 |
| Total debt service | 289,225 | 52,113 | 237,112 | 289,225 | 292,100 |
| Excess/(deficiency) of revenues over/(under) expenditures | 4,389 | 239,486 | (228,270) | 11,216 | 1,514 |
| Beginning fund balance (unaudited) | 281,850 | 292,057 | 531,543 | 292,057 | 303,273 |
| Ending fund balance (projected) | <u>\$286,239</u> | <u>\$531,543</u> | <u>\$303,273</u> | <u>\$303,273</u> | <u>304,787</u> |
| Use of fund balance | | | | | |
| Debt service reserve account balance Series A-1 (required) | | | | | (133,084) |
| Debt service reserve account balance Series A-2 (required) | | | | | (8,338) |
| Series A-1 interest expense - November 1, 2026 | | | | | (39,909) |
| Series A-2 interest expense - November 1, 2026 | | | | | (4,750) |
| Projected fund balance surplus/(deficit) as of September 30, 2026 | | | | | <u>\$ 118,706</u> |

Parklands Lee
Community Development District
Series 2013 A-1
\$3,865,000

Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+I |
|--------------|-----------------------|----------|---------------------|-----------------------|
| 11/01/2025 | - | - | 43,300.00 | 43,712.50 |
| 05/01/2026 | 175,000.00 | 3.875% | 43,300.00 | 218,712.50 |
| 11/01/2026 | - | - | 39,909.38 | 40,321.88 |
| 05/01/2027 | 180,000.00 | 4.125% | 39,909.38 | 220,321.88 |
| 11/01/2027 | - | - | 36,196.88 | 36,609.38 |
| 05/01/2028 | 190,000.00 | 4.125% | 36,196.88 | 226,609.38 |
| 11/01/2028 | - | - | 32,278.13 | 32,690.63 |
| 05/01/2029 | 195,000.00 | 4.125% | 32,278.13 | 232,690.63 |
| 11/01/2029 | - | - | 28,256.25 | 28,565.63 |
| 05/01/2030 | 205,000.00 | 4.125% | 28,256.25 | 238,565.63 |
| 11/01/2030 | - | - | 24,028.13 | 24,234.38 |
| 05/01/2031 | 210,000.00 | 4.125% | 24,028.13 | 244,234.38 |
| 11/01/2031 | - | - | 19,696.88 | 19,696.88 |
| 05/01/2032 | 225,000.00 | 4.125% | 19,696.88 | 244,696.88 |
| 11/01/2032 | - | - | 15,056.25 | 15,056.25 |
| 05/01/2033 | 235,000.00 | 4.125% | 15,056.25 | 250,056.25 |
| 11/01/2033 | - | - | 10,209.38 | 10,209.38 |
| 05/01/2034 | 245,000.00 | 4.125% | 10,209.38 | 255,209.38 |
| 11/01/2034 | - | - | 5,156.25 | 5,156.25 |
| 05/01/2035 | 250,000.00 | 4.125% | 5,156.25 | 255,156.25 |
| Total | \$2,110,000.00 | - | \$508,175.06 | \$2,642,506.32 |

Parklands Lee

Community Development District

Series 2013 Refunding Bonds (Series A-2) - Subordinate Series

\$395,000

Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+I |
|--------------|---------------------|---------------|--------------------|---------------------|
| 11/01/2025 | - | - | 5,250.00 | 5,250.00 |
| 05/01/2026 | 20,000.00 | 5.000% | 5,250.00 | 25,250.00 |
| 11/01/2026 | - | - | 4,750.00 | 4,750.00 |
| 05/01/2027 | 20,000.00 | 5.000% | 4,750.00 | 24,750.00 |
| 11/01/2027 | - | - | 4,250.00 | 4,250.00 |
| 05/01/2028 | 20,000.00 | 5.000% | 4,250.00 | 24,250.00 |
| 11/01/2028 | - | - | 3,750.00 | 3,750.00 |
| 05/01/2029 | 20,000.00 | 5.000% | 3,750.00 | 23,750.00 |
| 11/01/2029 | - | - | 3,250.00 | 3,250.00 |
| 05/01/2030 | 20,000.00 | 5.000% | 3,250.00 | 23,250.00 |
| 11/01/2030 | - | - | 2,750.00 | 2,750.00 |
| 05/01/2031 | 20,000.00 | 5.000% | 2,750.00 | 22,750.00 |
| 11/01/2031 | - | - | 2,250.00 | 2,250.00 |
| 05/01/2032 | 20,000.00 | 5.000% | 2,250.00 | 22,250.00 |
| 11/01/2032 | - | - | 1,750.00 | 1,750.00 |
| 05/01/2033 | 20,000.00 | 5.000% | 1,750.00 | 21,750.00 |
| 11/01/2033 | - | - | 1,250.00 | 1,250.00 |
| 05/01/2034 | 25,000.00 | 5.000% | 1,250.00 | 26,250.00 |
| 11/01/2034 | - | - | 625.00 | 625.00 |
| 05/01/2035 | 25,000.00 | 5.000% | 625.00 | 25,625.00 |
| Total | \$210,000.00 | - | \$59,750.00 | \$269,750.00 |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
Projected Fiscal Year 2026 Assessments**

*****PRELIMINARY*****

| 2013 Series Bond Issue | | | | | | Lee County 9 years remaining |
|------------------------|-----------------------|-----------------|----------------------------|---------------------|---------------------|--|
| Neighborhood | Block | Product Type | Debt Service Assessment | O & M Assessment | Total Assessment | Outstanding Principal after 2025-2026 tax payment |
| Siena | 15 | Estate SF | \$ 2,467.11 | \$ 363.13 | \$ 2,830.24 | \$ 17,241.00 |
| Avallone | 11 | SF 75' | 1,163.09 | 363.13 | 1,526.22 | 8,128.08 |
| Bellezza | 12 | SF 60' | 946.37 | 363.13 | 1,309.50 | 6,615.71 |
| Bella Vita | 9 | SF 55' | 930.90 | 363.13 | 1,294.03 | 6,505.46 |
| Novela | 10A-C | SF 53' | 851.13 | 363.13 | 1,214.26 | 5,947.96 |
| Paloma | Parcel 13 | Coach | 697.79 | 363.13 | 1,060.92 | 4,876.37 |
| Sorrento | | Coach | - | 363.13 | 363.13 | - |
| Future Units | (balance of Sorrento) | Coach | - | 363.13 | 363.13 | - |

Fiscal Year 2024-2025

| | | | | |
|------------|-------------|-----------|-------------|--------------|
| Siena | \$ 2,467.11 | \$ 363.13 | \$ 2,830.24 | \$ 18,734.95 |
| Avallone | 1,163.09 | 363.13 | 1,526.22 | 8,832.39 |
| Bellezza | 946.37 | 363.13 | 1,309.50 | 7,188.97 |
| Bella Vita | 930.90 | 363.13 | 1,294.03 | 7,069.17 |
| Novela | 851.13 | 363.13 | 1,214.26 | 6,463.36 |
| Paloma | 697.79 | 363.13 | 1,060.92 | 5,298.91 |

PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2025-04

**A RESOLUTION OF THE PARKLANDS LEE COMMUNITY
DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND
LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF
SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2025/2026 AND
PROVIDING FOR AN EFFECTIVE DATE**

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

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2025/2026 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Lee County and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 8th day of May, 2025.

Attest:

**PARKLANDS LEE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

| PARKLANDS LEE COMMUNITY DEVELOPMENT DISTRICT | | |
|--|---|-----------------|
| | | |
| BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE | | |
| | | |
| LOCATION | | |
| <i>The Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135</i> | | |
| | | |
| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
| | | |
| January 8, 2026 | Regular Meeting | 1:15 PM* |
| | | |
| May 14, 2026 | Regular Meeting | 1:15 PM* |
| | | |
| July 9, 2026 | Regular Meeting | 1:15 PM* |
| | | |
| September 10, 2026 | 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> | | |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2025**

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2025**

| | General | Debt Service Series 2013 | Total Governmental Funds |
|---|-------------------|--------------------------------|--------------------------------|
| ASSETS | | | |
| SunTrust - operating account | \$ 260,708 | \$ - | \$ 260,708 |
| Revenue | - | 384,753 | 384,753 |
| Interest A | - | 18 | 18 |
| Sinking A | - | 61 | 61 |
| Sinking B | - | 7 | 7 |
| Reserve A1 | - | 135,263 | 135,263 |
| Reserve A2 | - | 7,938 | 7,938 |
| Due from other funds | | | |
| General fund | - | 3,503 | 3,503 |
| Total assets | <u>\$ 260,708</u> | <u>\$ 531,543</u> | <u>\$ 792,251</u> |
| LIABILITIES AND FUND BALANCES | | | |
| Liabilities: | | | |
| Accounts payable | \$ 6,710 | \$ - | \$ 6,710 |
| Due to other funds | | | |
| Debt service | 3,503 | - | 3,503 |
| Total liabilities | <u>10,213</u> | <u>-</u> | <u>10,213</u> |
| Fund Balances: | | | |
| Restricted for | | | |
| Debt service | - | 531,543 | 531,543 |
| Unassigned | <u>250,495</u> | <u>-</u> | <u>250,495</u> |
| Total fund balances | <u>250,495</u> | <u>531,543</u> | <u>782,038</u> |
| Total liabilities, deferred inflows of resources and fund balances | <u>\$ 260,708</u> | <u>\$ 531,543</u> | <u>\$ 792,251</u> |

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2025**

| | Current Month | Year to Date | Budget | % of Budget |
|--|-------------------|-------------------|-------------------|----------------|
| REVENUES | | | | |
| Assessment levy | \$ 2,167 | \$ 177,082 | \$ 181,623 | 97% |
| Interest & miscellaneous | 3 | 14 | 500 | 3% |
| Total revenues | <u>2,170</u> | <u>177,096</u> | <u>182,123</u> | 97% |
| EXPENDITURES | | | | |
| Administrative | | | | |
| Supervisors | - | 1,077 | 4,306 | 25% |
| Management | 5,057 | 30,343 | 60,687 | 50% |
| Legal | - | 1,142 | 500 | 228% |
| Engineering | - | 215 | 20,000 | 1% |
| Audit | - | 7,100 | 7,100 | 100% |
| Accounting services | 400 | 2,399 | 4,797 | 50% |
| Assessment roll preparation | 1,042 | 6,250 | 12,500 | 50% |
| Arbitrage rebate calculation | - | - | 1,200 | 0% |
| Dissemination agent | 83 | 500 | 1,000 | 50% |
| Trustee | - | - | 6,000 | 0% |
| Telephone | 42 | 250 | 500 | 50% |
| Postage | - | 162 | 324 | 50% |
| Printing & binding | 86 | 518 | 1,035 | 50% |
| 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 | 159 | 969 | 1,000 | 97% |
| Total administrative | <u>6,869</u> | <u>59,944</u> | <u>132,248</u> | 45% |
| Water management | | | | |
| Contractual services | - | 14,761 | 48,572 | 30% |
| Total water management | <u>-</u> | <u>14,761</u> | <u>48,572</u> | 30% |
| Other fees and charges | | | | |
| Property appraiser | - | 494 | 521 | 95% |
| Tax collector | - | 909 | 782 | 116% |
| Total other fees and charges | <u>-</u> | <u>1,403</u> | <u>1,303</u> | 108% |
| Total expenditures | <u>6,869</u> | <u>76,108</u> | <u>182,123</u> | 42% |
| Excess/(deficiency) of revenues over/(under) expenditures | (4,699) | 100,988 | - | |
| Fund balance - beginning | 255,194 | 149,507 | 123,954 | |
| Fund balance - ending | <u>\$ 250,495</u> | <u>\$ 250,495</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 MARCH 31, 2025**

| | Current Month | Year To Date | Budget | % of Budget |
|---------------------------|-------------------|-------------------|-------------------|----------------|
| REVENUES | | | | |
| Assessment levy | \$ 3,503 | \$ 284,772 | \$ 293,614 | 97% |
| Interest | 1,530 | 6,827 | - | N/A |
| Total revenues | <u>5,033</u> | <u>291,599</u> | <u>293,614</u> | 99% |
| EXPENDITURES | | | | |
| Debt service | | | | |
| Principal Series A-1 | - | - | 170,000 | 0% |
| Principal Series A-2 | - | - | 15,000 | 0% |
| Interest Series A-1 | - | 46,488 | 92,975 | 50% |
| Interest Series A-2 | - | 5,625 | 11,250 | 50% |
| Total debt service | <u>-</u> | <u>52,113</u> | <u>289,225</u> | 18% |
| over/(under) expenditures | 5,033 | 239,486 | 4,389 | |
| Fund balances - beginning | 526,510 | 292,057 | 281,850 | |
| Fund balances - ending | <u>\$ 531,543</u> | <u>\$ 531,543</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 Regular Meeting on January 9, 2025 at 1:15 p.m., 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.

Present:

| | |
|------------------|---------------------|
| Elliott Erickson | Chair |
| Thomas Clemens | Vice Chair |
| Robert Schwartz | Assistant Secretary |
| Russell T. Rupp | Assistant Secretary |

Also present:

| | |
|--------------------------------|-------------------------------------|
| Chuck Adams (via telephone) | District Manager |
| Shane Willis | Operations Manager |
| Greg Urbancic (via telephone) | District Counsel |
| Meagan Magaldi (via telephone) | Coleman, Yovanovich & Koester, P.A. |
| Andy Nott | Superior Waterways (Superior) |
| Dwayne Radel (via telephone) | Resident |
| Gary Mona | Supervisor-Appointee |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Willis called to order at 1:49 p.m. Supervisors Erickson, Schwartz, Clemens and Rupp were present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

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)

Mr. Willis, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Robert Schwartz and Mr. Thomas Clemens. As experienced Board Members, both are familiar with the following:

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

Mr. Urbancic reviewed the Sunshine Law. Board Members should call him with questions.

FOURTH ORDER OF BUSINESS

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

Mr. Willis presented Resolution 2025-01. Mr. Radel stated he indicated at the last meeting that he would not be running for reelection.

On MOTION by Mr. Rupp and seconded by Mr. Schwartz, with all in favor, 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, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Appointment of Qualified Elector to Fill Vacant Seat 4; Term Expires November 2028

Mr. Erickson discussed the importance of meeting quorum requirements and introduced Mr. Gary Mona, a full-time CDD resident.

Mr. Erickson nominated Mr. Gary Mona to fill Seat 4.

Mr. Urbancic asked Mr. Mona if he is a Florida resident and a Qualified Elector. Mr. Mona replied affirmatively.

No other nominations were made.

On MOTION by Mr. Erickson and seconded by Mr. Rupp, with all in favor, the appointment of Mr. Gary Mona to fill Seat 4, was approved.

• **Administration of Oath of Office to Appointed Supervisor**

Mr. Willis, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Gary Mona. Ms. Magaldi reviewed Items 3A through 3D. She discussed the Sunshine Law, recordkeeping, use of CDD email and the annual ethics training requirement. Further information will be provided after the meeting.

Mr. Urbancic left the meeting.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-02,
Electing and Removing Officers of the
District and Providing an Effective Date**

Mr. Willis presented Resolution 2025-02. Mr. Schwartz nominated the following:

| | |
|--------------------|---------------------|
| Elliott Erickson | Chair |
| Thomas J. Clemens | Vice Chair |
| Robert I. Schwartz | Assistant Secretary |
| Gary Mona | Assistant Secretary |
| Russell T. Rupp | Assistant Secretary |

No other nominations were made.

This Resolution removes the following from the Board:

| | |
|--------------|---------------------|
| Dwayne Radel | Assistant Secretary |
|--------------|---------------------|

The following prior appointments by the Board remain unaffected by this Resolution:

| | |
|-----------------------|---------------------|
| Chesley "Chuck" Adams | Secretary |
| Craig Wrathell | Assistant Secretary |
| Craig Wrathell | Treasurer |
| Jeff Pinder | Assistant Treasurer |

On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Update: Superior Waterway Services, Inc.
Treatment Report**

Mr. Nott presented the Superior Waterway Services, Inc. Treatment Report. It was noted that two aerators are in need of repair; compressors will be replaced.

Mr. Nott discussed the Superior Waterway Services annual contract, which includes a 3% increase each year for the next three years, which is within the CDD's budget.

The consensus was that the lakes look very good.

Mr. Willis noted that the proposal was received too late for inclusion in the agenda; he will email the proposal to the Board and Staff. The contract will be drafted and presented for approval at the next meeting.

On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, the Superior Waterway Services annual contract, for three years, in the amount of \$46,089 for the first year, \$47,472 for the second year and \$48,896 for the third year, for Algae and Aquatic Plant Control and Aeration Maintenance, was approved.

EIGHTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of November 30, 2024**

Mr. Willis presented the Unaudited Financial Statements as of November 30, 2024.

Mr. Willis stated that assessments levied are 29% collected, which is appropriate for this time of year. Mr. Adams stated that no out of the ordinary material events have occurred; the budget is in line with where it should be for this time of year.

The Board and Staff discussed storm drain cleaning, the stormwater management system and flood zone maps.

The financials were accepted.

NINTH ORDER OF BUSINESS**Approval of September 12, 2024 Public
Hearing and Regular Meeting Minutes**

Mr. Willis presented the September 12, 2024 Public Hearing and Regular Meeting Minutes.

Mr. Willis will forward the MRI Completion Report mentioned on Line 122 to the Board.

Mr. Adams will research the \$14,468 actuals in "Interest and miscellaneous" noted in the July 31, 2024 financials, as noted on Line 155.

On MOTION by Mr. Rupp and seconded by Mr. Clemens, with all in favor, the September 12, 2024 Public Hearing and Regular Meeting Minutes, as presented, 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.
- B. District Engineer: Johnson Engineering, Inc.
- C. District Manager: Wrathell, Hunt & Associates, LLC

There were no Staff reports.

- 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

All Supervisors confirmed their attendance at the May 8, 2025 meeting.

TWELFTH ORDER OF BUSINESS

Audience Requests

Comments/

Supervisors'

There were no audience comments or Supervisors' requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rupp and seconded by Mr. Schwartz, with all in favor, the meeting adjourned at 2:27 p.m.

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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 <i>Presentation of FY2026 Proposed Budget</i> | 1:15 PM* |
| | | |
| July 10, 2025 | Regular Meeting | 1:15 PM* |
| | | |
| September 11, 2025 | Public Hearing & Regular Meeting <i>Adoption of FY2026 Proposed Budget</i> | 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> | | |