

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

A Regular Meeting of the Parklands West Community Development District's Board of Supervisors was held on **Thursday, January 9, 2014 at 1:00 p.m.**, at **The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135.**

**Present and constituting a quorum were:**

Francis Percuoco	Chair
Robert Wyant	Vice Chair
William Kaufman	Assistant Secretary
Jerry Baum	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Al Buchanan	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:00 p.m., and noted, for the record, that Supervisors Percuoco, Kaufman and Baum were present, in person. Supervisor Wyant was not present at roll call. Supervisor Patterson was not present.

**SECOND ORDER OF BUSINESS**

**Acceptance of Resignation of John Patterson**

Mr. Adams presented Mr. Patterson's resignation letter for the Board's consideration.

<p><b>On MOTION by Mr. Baum and seconded by Mr. Percuoco, with all in favor, the resignation of Mr. John Patterson dated December 2, 2013, was accepted.</b></p>
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- A. Discussion/Consideration of Candidate to Fill Unexpired Term of Office (SEAT 4);  
*Term Expires November, 2016***

Mr. Adams asked for nominations to fill Seat 4, term expires November, 2016. Mr. Percuoco nominated Mr. Al Buchanan. No other nominations were made.

**On MOTION by Mr. Percuoco and seconded by Mr. Baum, with all in favor, the appointment of Mr. Al Buchanan to Seat 4, term expires November, 2016, was approved.**

- **Administration of Oath of Office (*the following to be provided in separate package*)**
  - **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
  - **Membership, Obligations and Responsibilities**
  - **Form 1: Statement of Financial Interests**
  - **Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - **Form 1F: Final Statement of Financial Interests**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Buchanan.

Mr. Adams advised Mr. Buchanan that he is entitled to a \$200, per meeting, stipend. Mr. Buchanan was instructed to complete the payroll documents, located in the packet, if he wishes to receive compensation.

Mr. Adams stated that “Form 1: Statement of Financial Interests” requires immediate attention. The form should be completed and filed with the Lee County Supervisor of Elections Office within 30 days; filing is required annually. If a Supervisor’s financial interests change during the course of the year, in between filings, “Form 1X: Amendment to Form 1, Statement of Financial Interests” should be completed and filed directly with the Lee County Supervisor of Elections Office.

Mr. Adams indicated that “Form 1F: Final Statement of Financial Interests” is included for information. He noted that Form 1F will be provided by Staff, upon a Board Member’s resignation or departure from office, and must be filed with the Lee county Supervisor of Elections Office within 60 days of leaving office.

Mr. Adams advised that the “Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees” is included in the packet. As an elected official of a

governmental entity, Mr. Buchanan is now subject to the provisions of the Sunshine Law. Most importantly, a Board Member cannot have communications regarding District business with another Parklands West CDD Board Member outside of a publicly advertised District meeting. ‘Communications’ is defined as direct oral, telephonic, facsimile, email, tweeting, Facebook and blogging. A member of District Staff cannot be used as a conduit to try to determine the position of another Board Member on an item; there must be complete transparency with the District’s business. All discussions and decisions will occur in a public forum where the public can observe the deliberation prior to the Board making a determination on any District business.

Mr. Adams noted that the District Management firm acts as the official records custodians for the District. He explained that Management retains copies of all documents that are provided to the Board; therefore, it is not necessary for a Board Member to keep copies. Mr. Adams cautioned Mr. Buchanan not to store District records with personal records. He clarified that District documents are public records and subject to records requests and investigations.

Mr. Adams welcomed Mr. Buchanan to the Board and advised that a binder with District information will be transmitted to Mr. Buchanan for his review.

**B. Consideration of Resolution 2014-1, Electing Officers of the District**

Mr. Adams reported that the Board is required to consider the slate of officers each time there is an election or Board Member appointment. He presented Resolution 2014-1 for the Board’s consideration.

Mr. Adams advised that, prior to Mr. Buchanan’s appointment, Mr. Percuoco served as Chair, Mr. Wyant served as Vice Chair, Mr. Adams as Secretary, Mr. Wrathell as Secretary and Treasurer and the remainder of the Board served as Assistant Secretaries. He indicated that the Board may choose to rearrange the slate of officers or maintain the existing slate of officers, with Mr. Buchanan serving as an Assistant Secretary.

**\*\*\*Mr. Wyant joined the meeting.\*\*\***

Mr. Baum nominated the existing slate of officers, including Mr. Buchanan as Assistant Secretary.

**On MOTION by Mr. Baum and seconded by Mr. Kaufman, with all in favor, Resolution 2014-1, Electing Officers of the District, as nominated, was adopted.**

**THIRD ORDER OF BUSINESS**

**Consideration of Proposals for  
Maintenance of Water Management  
Areas Aquatic Management**

- A. Aquagenix**
- B. Clarke Aquatic Services, Inc.**
- C. Lake and Wetland Management**
- D. Lake Masters Aquatic Weed Control, Inc.**

Mr. Adams recalled previous conversation during Parklands Lee CDD and Parklands West CDD Board meetings regarding concerns with the level of service of LakeMasters Aquatic Weed Control, Inc. (LakeMasters). As a result, Mr. Adams sought proposals for maintenance of water management areas aquatic management; four were received. He explained that the contract amount falls below the formal bidding process threshold.

Mr. Adams reported that the current contractor, LakeMasters Aquatic Weed Control, Inc. (LakeMasters), submitted a proposal for \$39,840 for the first and second year options. Aquagenix's proposal was \$42,475 for the first and second year options. Clarke Aquatic Services, Inc., (Clarke), submitted a \$61,302.74 proposal, for the first and second year options.

With regard to Lake and Wetland Management (Lake and Wetland), Mr. Adams advised that the proposal in the agenda is not the latest version. He indicated that Lake and Wetland was not clear as to the areas of responsibility and, upon further discussion, a revised proposal was submitted in the amount of \$59,356, for each of the first two years.

Mr. Adams advised that the current LakeMasters contract is \$43,326, which includes the lake maintenance, as well as the aeration maintenance.

Mr. Adams indicated that Staff has worked with Aquagenix in many locations, over the last 20 years. He stated that the quality of service will be contingent upon the branch manager assigned to the District.

Mr. Adams is confident that Aquagenix can meet the standards of this project. To the extent that they cannot, the contract has a 30-day termination clause.

Discussion ensued regarding LakeMasters' low level of service.

Mr. Adams advised that Aquagenix previously assigned a manager to several other projects and he had to cancel the contracts because of the quality of service. He will confer with

Aquagenix’s local vice president to ensure that a suitable branch manager is assigned to the District.

Mr. Adams indicated that, with the concerns of the level of service currently received from LakeMasters, the lowest proposal is not in the best interest of the District. The next lowest proposal is from Aquagenix, in the amount of \$42,475.

Mr. Adams conveyed that Staff’s recommendation is to award the contract to Aquagenix in the amount of \$42,475. He reiterated that the contract includes a 30-day termination clause.

**On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, the Aquagenix proposal for Maintenance of Water Management Areas Aquatic Management, in the amount of \$42,475, was approved.**

**FOURTH ORDER OF BUSINESS**

**Approval of September 12, 2013 Public Hearing and Regular Meeting Minutes**

Mr. Adams presented the September 12, 2013 Public Hearing and Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Kaufman and seconded by Mr. Baum, with all in favor, the September 12, 2013 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**FIFTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

There being no report, the next item followed.

**C. Manager**

**i. Approval of Unaudited Financial Statements as of November 30, 2013**

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2013 and noted the District’s minimal activity. He indicated that assessment levy revenue, through the end of November, was approximately \$30,000. The District expended approximately \$7,200, through the end of November, 2013. He noted that November invoices were accruals from the prior fiscal year, as they were for October activity.

On Page 3, Mr. Adams stated that an interest only payment was made and a homeowner made a principal prepayment at closing.

**ii. NEXT METING DATE: May 8, 2014 at 1:00 P.M.**

The next meeting will be held on May 8, 2014 at 1:00 p.m., at this location.

Mr. Adams anticipates that the Audited Financial Report for Fiscal Year 2013 and the Fiscal Year 2015 Budget will be presented at the May 8, 2014 meeting.

**SEVENTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors’**

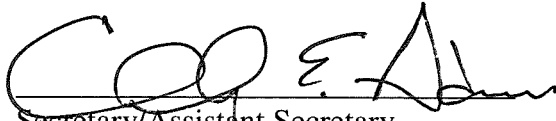
There being no audience comments or Supervisors’ requests, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Kaufman and seconded by Mr. Wyant,  
with all in favor, the meeting adjourned at 1:17 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair