

**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, May 12, 2016 at 1:00 p.m.**, at **The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135.**

Present and constituting a quorum were:

Robert Wyant	Vice Chair
Al Buchanan	Assistant Secretary
Jerry Baum	Assistant Secretary

Also present were:

Chuck Adams	District Manager
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:02 p.m., and noted, for the record, that Supervisors Wyant, Buchanan and Baum were present, in person. Supervisor Percuoco was not present. One Seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Discussion/Consideration of Candidate to
Fill Seat 1 Vacancy; Term Expires
November, 2018**

Mr. Adams recalled Mr. Kaufman's January resignation and asked for nominees to fill the remainder of the unexpired term.

Regarding the difference between choosing someone now, or appointing somebody after the election, Mr. Adams responded that there are two meetings prior to the election and the statute states that the Board must work diligently to fill the vacancy.

The Board decided to consider the appointment at the next meeting, so as not to select someone that has not agreed to serve. Mr. Adams stated that the appointee must be a qualified elector living within the boundaries of the District, a full-time resident of Parklands West CDD and registered to vote in Lee County. There is no requirement for Supervisors to be from different sectors of the District, only that they are interested and committed to serve.

- A. Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in a separate package*)**
 - i. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - ii. Membership, Obligations and Responsibilities**
 - iii. Financial Disclosure Forms**
 - Form 1: Statement of Financial Interests**
 - Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - Form 1F: Final Statement of Financial Interests**
 - Form 8B – Memorandum of Voting Conflict**

B. Consideration of Resolution 2016-1, Electing Officers of the District

Items 3A and 3B were deferred to the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2016-2, Approving the District’s Proposed Budgets for Fiscal Year 2016/2017 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing an Effective Date

Mr. Adams presented Resolution 2016-2 for the Board’s consideration. The resolution identified September 8, 2016 at 1:00 p.m., at this location, for the Public Hearing for final adoption of the budget. The proposed budget would be approved for the purpose of establishing a Public Hearing date and transmittal to Lee County and the City of Bonita Springs and for posting on the District’s website. Following final adoption of the budget, at the September meeting, the adopted budget would be transmitted to the Property Appraiser and Tax Collector, with the Lien Roll, placing the adopted assessments on the November property tax bills.

Mr. Adams stated that the proposed budget was slightly reduced in overall appropriations, mainly for “Contractual services”, under “Water management”, and “Professional services”, under Administration. The reduction was about \$6,000. The budget is

shared with the Parklands Lee CDD, based on the number of units for “Water management” services.

Regarding the Debt Service Fund Budget, Mr. Adams explained that the assessments are a derivative of the repayment obligations, as a part of the amortization schedule, identifying principal and interest payments due for the upcoming year. It takes into consideration any other forms of revenues within the system. Typically, the debt assessments remain the same, each year. As with a mortgage, the payments are interest laden, on the front end, becoming principal heavy as the District progresses through the amortization schedule. The bonds were refinanced in 2012 and the last payment would be made in 2032. On Page 6, the chart reflected assessment levels by product type, for O&M and for Debt Service, followed by the amounts that would appear on the property tax bills, if the budget was adopted. Property owners may pre-pay their debt assessments, at any time; however, they would still be responsible for the O&M assessment, annually.

In response to a question from Mr. Wyant, referring to the contract for the golf club, Mr. Adams explained that the item was identified within the appropriations under “Water management”. The amount was \$2,500 per year, which is split between the two Districts.

On MOTION by Mr. Wyant and seconded by Mr. Baum, with all in favor, Resolution 2016-2, Approving the District’s Proposed Budgets for Fiscal Year 2016/2017 and Setting a Public Hearing for September 8, 2016 at 1:00 p.m., at this location, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2016-3,
Placing Special District Candidates on
General Election Ballot**

Mr. Adams presented Resolution 2016-3 for the Board’s consideration. He explained the prequalification and General election processes and who may participate. The Seats have four-year terms. The General Election would be held November 8, 2016. The qualifying period begins Noon, June 20, and ends at Noon, June 24, 2016. Due to the County’s heavy workload, prequalification begins June 6. Interested parties can contact Ms. Bernie Feliciano, the Designee for qualifying for the Supervisor of Elections office (SOE) in Lee County or visit www.lee.vote

to obtain the Special District qualification package. Seats 3, 4 and 5, held by Supervisors Wyant, Buchanan and Baum, respectively, are up for election.

Mr. Adams explained that a Notice of General Election, as required by the SOE, must be advertised, on behalf of the District, 30 days in advance of the qualifying period.

On MOTION by Mr. Wyant and seconded by Mr. Buchanan, with all in favor, Resolution 2016-3, Placing Special District Candidates on General Election Ballot, was adopted.

SIXTH ORDER OF BUSINESS

Approval of January 14, 2016 Regular Meeting Minutes

Mr. Adams presented the January 14, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Baum and seconded by Mr. Buchanan, with all in favor, the January 14, 2016 Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

There being no report, the next item followed.

C. District Manager

i. Approval of Unaudited Financial Statements as of March 31, 2016

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2016.

ii. 508 Registered Voters in District as of April 15, 2016

There were 508 registered voters residing within the boundaries of the District as of April 15, 2016.

iii. **NEXT MEETING DATE: July 14, 2016 at 1:00 P.M.**

Mr. Adams advised that the next meeting is scheduled for July 14, 2016 at 1:00 p.m.

NINTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

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

TENTH ORDER OF BUSINESS

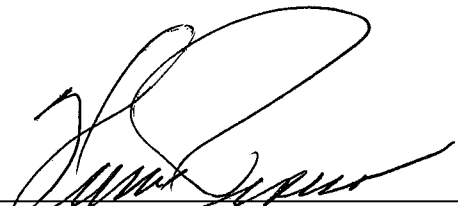
Adjournment

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Baum and seconded by Mr. Buchanan,
with all in favor, the meeting adjourned at 1:14 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair