

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

A Public Hearing and Regular Meeting of the Parklands West Community Development District's Board of Supervisors was held on **Thursday, September 8, 2016 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
Al Buchanan	Assistant Secretary
Jerry Baum	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Happy Growhowski (<i>via telephone</i>)	Supervisor-Elect

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, Wyant, Buchanan and Baum were present, in person. Seat 1 remained vacant.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Discussion/Consideration of Mrs. Happy Growhowski, to Fill Seat 1 Vacancy; Term Expires November, 2018

Mr. Adams stated that Mrs. Happy Growhowski expressed an interest in being appointed to Seat 1, term expires November, 2018, and met all qualifications.

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, the appointment of Mrs. Happy Growhowski, to Seat 1, term expires November, 2018, was approved.

- 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

Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2015, Prepared by Grau & Associates

Mr. Adams presented the Audited Financial Report for Fiscal Year 2015. The “Independent Auditor’s Report”, on Page 1, reflected a clean opinion, with respect to the financial statements of the District. On Page 20, “Note 8”, the amount referenced at the end of the paragraph should be \$41,175, as reflected on Page 21, under “Expenditures”. “Maintenance and Operations” is a shared cost with the Parklands Lee CDD and \$41,175 is the shared portion, “Capital Outlay” was included but it is not a shared cost. The “Independent Auditor’s Report on Internal Control Over Financial Reporting and Compliance and Other Matters”, on Pages 23 and 24, and the Independent Auditor’s Report on Compliance with the Requirements of Section 218.415, Florida Statutes”, were clean reports. The “Management Letter”, on Page 26, reflected no findings or recommendations.

Mr. Buchanan noted that, on Page 2, under “Report on Other Legal and Regulatory Requirements”, the word “Accountants” was left out from “American Institute of Certified Public”.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2016-4
Accepting the Audited Financial Report
for the Fiscal Year Ended September 30,
2015**

Mr. Adams presented Resolution 2016-4 for the Board's consideration.

**On MOTION by Mr. Wyant and seconded by Mr. Buchanan,
with all in favor, Resolution 2016-4, Accepting the Audited
Financial Report for Fiscal Year Ended September 30, 2015,
was adopted.**

SIXTH ORDER OF BUSINESS

**Public Hearing to Hear Comments and
Objections on the Adoption of the
District's Final Budget for Fiscal Year
2016/2017, Pursuant to Florida Law**

A. Affidavit of Publication

Mr. Adams presented the affidavit of publication for today's Public Hearing and Regular Meeting.

B. Consideration of Resolution 2016-5, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2016-5 for the Board's consideration. Assessment levels were reduced, from \$302,078, for Fiscal Year 2016, to \$299,006 in Fiscal Year 2017. The most significant change in the budget was the reduction in shared costs with the Parklands Lee CDD. Parklands West CDD's portion, for Fiscal Year 2017, would be \$36,654, whereas, in Fiscal Year 2016, it was slightly over \$41,000.

*****Mr. Adams opened the Public Hearing.*****

No members of the public spoke.

*****Mr. Adams closed the Public Hearing.*****

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, Resolution 2016-5, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2016-6, Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams presented Resolution 2016-6 for the Board’s consideration.

On MOTION by Mr. Baum and seconded by Mr. Buchanan, with all in favor, Resolution 2016-6, Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2016-7, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017

Mr. Adams presented Resolution 2016-7 for the Board’s consideration. As in prior years, meetings will be held on the second Thursday of the month at 1:00 p.m., at this location, in January, May, July and September.

On MOTION by Mr. Wyatt and seconded by Mr. Buchanan, with all in favor, Resolution 2016-7, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017, was adopted.

NINTH ORDER OF BUSINESS

Update: Qualified Candidates for November 8, 2016 General Election

- A. SEAT 3: Robert J. Wyant (*Unopposed-Incumbent*)**
- B. SEAT 4: Al J. Buchanan (*Unopposed-Incumbent*)**
- C. SEAT 5: Gearard R. Baum (*Unopposed-Incumbent*)**

Mr. Adams congratulated the three incumbents for Seats 3, 4 and 5, Mr. Wyant, Mr. Buchanan and Mr. Baum, respectively, on the re-election to their seats. The current term would expire on November 22, 2016 and the Oath of Office for their new terms would be administered at the January meeting.

TENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of July 31, 2016

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2016. Assessment revenue collections were at 101%.

ELEVENTH ORDER OF BUSINESS

Approval of May 12, 2016 Regular Meeting Minutes

Mr. Adams presented the May 12, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

Line 89: Change “year” to “month”.

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, the May 12, 2016 Regular Meeting Minutes, as amended, were approved.

TWELFTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

THIRTEENTH 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

There being no report, the next item followed.

FOURTEENTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

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

FIFTEENTH 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 1:15 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

COPELAND
Secretary/Assistant Secretary

[Signature]
Chair/Vice Chair