

**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 11, 2017 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
Michael Marion	Assistant Secretary
Jerry Baum	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Tony Grau ( <i>via telephone</i> )	Grau & Associates

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:03 p.m. Supervisors Percuoco, Wyant, Marion and Baum were present, in person. Supervisor Grohowski was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Presentation of Audited Financial Report  
for Fiscal Year Ended September 30,  
2016, Prepared by Grau & Associates**

Mr. Grau presented the Audited Financial Report for Fiscal Year Ended September 30, 2016. The "Independent Auditor's Report", on Pages 1 and 2, was a clean opinion.

Mr. Grau stated that the "Changes in Net Position", on Page 5, reflected a loss of \$164,365, in Fiscal Year 2016, compared to a loss of \$165,379, in Fiscal Year 2015. On Page 9, the "Balance Sheet" for the "Governmental Funds" reflected ""Total fund balances" of \$597,828, in the "Debt Service" fund, and \$116,939, in the "General" fund. There were no

findings or instances of noncompliance in the “Independent Auditor’s Report On Internal Control Over Financial Reporting and On Compliance and Other Matters,” on Pages 23 and 24, “Independent Auditor’s Report on Compliance with the Requirements of Section 218.415, Florida Statutes”, on Page 25, the “Management Letter”, on Page 26, or the “Report to Management”, on Page 27.

The following change would be made to future audits:

Page 2, Paragraph 3, Line 4: Add “Accountant.” after “Public”

Mr. Adams stated this was not a material error.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-4, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2016**

Mr. Adams presented Resolution 2017-4.

**On MOTION by Mr. Percuoco and seconded by Mr. Baum, with all in favor, Resolution 2017-4, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2016, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-5, Approving the District’s Proposed Budgets for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing Effective Date**

Mr. Adams presented Resolution 2017-5. From an operational perspective, there were no significant changes but expenses were proposed to increase approximately \$3,000 year-over-year, which would increase assessments and result in using additional fund balance to keep assessments flat, year-over-year. The “Water Management – Contractual Services” table, on Page 3, reflected that the “Lake Maintenance” amount was adjusted to coincide with the apparent low-bidder and “Aquascaping” was reduced due to the lack of usage, over the past few years. Approximately \$5,000 of fund balance would be used to keep the assessments nearly the same year-over-year. The District would carry a healthy “Fund balance – ending (projected)”, in excess of \$100,000, at the end of Fiscal Year 2018.

Mr. Marion questioned the “Water Management” expense breakdown between Parklands Lee CDD’s 521 units and Parklands West CDD’s 498 units. Mr. Adams stated that Parklands West CDD’s portion of the “Water Management” expenses was based upon the 498 Equivalent Residential Units (ERUs), in the Parklands West CDD. Mr. Marion inquired about the reduction in “Aquascaping”. Mr. Adams stated that “Aquascaping” was budgeted at \$10,000, in Fiscal Year 2017, but was reduced to \$5,000, for Fiscal Year 2018. Previously, a lot of aquatic plants were used around the perimeter of the pond but the Districts were shifting away from aquatic plants and towards turf, since many of the plants died when water levels were low.

Mr. Marion questioned the \$25,000 budgeted for mowing. Mr. Adams replied that the golf course mows the lake banks, on the golf course side.

A Board Member inquired about the flow ways that connect the bodies of water and asked if the open, fixed ditches are being maintained. Mr. Adams replied affirmatively and inquired if others were a concern. A Board Member questioned if certain areas were too narrow, such as between tees 5 and left of tees 6 and 7, among others. Discussion ensued concerning the map and flow ways. Mr. Adams would review the design plans to determine what the cross section should look like or if organic material had built up, over the years. Mr. Adams thought it important to pull the permit drawings to review runoff, from the maintenance facility, to determine if there should be a direct tie, at this time of the year, to avoid impacting the permit issues. Mr. Adams would not know until he reviewed the map with the District Engineer. A proposal from the contractor may be necessary.

**On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, Resolution 2017-5, Approving the District’s Proposed Budgets for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 14, 2017 at 1:00 p.m., at The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135 and Providing Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Discussion/Consideration: District Manager’s Revised Operating Procedures**

**A. Consideration of Resolution 2017-6, Electing Officer of the District**

Mr. Adams presented Resolution 2017-6. Mr. Jeff Pinder, Wrathell, Hunt and Associates, LLC Corporate Controller, would be added to the slate of officers, as Assistant

Treasurer. This would allow Mr. Pinder to interact with the bank, on the District’s behalf, whenever Mr. Wrathell was unavailable. The remaining slate of officers was unchanged. The slate of officers was as follows:

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Chair	Frank Percuoco
Vice Chair	Robert Wyant
Secretary	Chuck Adams
Treasurer	Craig Wrathell
Assistant Secretary	Jeff Pinder
Assistant Secretary	Jerry Baum
Assistant Secretary	Mary “Happy” Grohowski
Assistant Secretary	Michael Marion
Assistant Secretary	Craig Wrathell

**On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, Resolution 2017-6 Electing Officers of the District, as stated, with the addition of Mr. Pinder, as Assistant Treasurer, was adopted.**

**B. Consideration of Resolution 2017-7, Designating the Authorized Signatories for the District’s Operating Bank Account(s)**

Mr. Adams presented Resolution 2017-7. The Chair, Vice Chair, Treasurer and Assistant Treasurer would be designated as authorized signatories on the District’s operating account and Mr. Wrathell must countersign all checks and warrants.

**On MOTION by Mr. Percuoco and seconded by Mr. Baum, with all in favor, Resolution 2017-7, Designating the Authorized Signatories for the District’s Operating Bank Account(s), was adopted.**

**SEVENTH ORDER OF BUSINESS**

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

Mr. Adams reviewed the proposals for Maintenance of Water Management Areas Aquatic Management, which included the addition of the lake just accepted from Sorrento by the Parklands Lee CDD; the lake maintenance will commence on June 1, 2017. There have been some concerns with some of the service levels of the current vendor, in particular, in the summer on the ponds. Mr. Wyatt and Mr. Adams had much dialog concerning aeration. It appeared that aeration was an issue and construed as a side job with the current vendor, rather than a priority.

Mr. Adams presented the proposals.

**A. Aquagenix**

Aquagenix submitted a proposal in the amount of \$43,633.

**B. LakeMasters Aquatic Weed Control, LLC**

LakeMasters Aquatic Weed Control, LLC (LakeMasters) submitted a proposal in the amount of \$42,216. Mr. Marion stated that Lake Masters' Reference List was good and stated that they work in many prestigious communities.

**C. The Lake Doctors, Inc.**

The Lake Doctors, Inc., was a large provider in the area, as well.

Mr. Adams stated that the lowest bidder was LakeMasters, with a proposal of \$42,216, who provides probably the best aeration management program. One person handles only aeration, performs the quarterly inspections as part of the contract requirements and submits full reports on each aerator, bringing attention to issues. LakeMasters would come out weekly to run through the system and treat on an "as-needed basis". As LakeMasters reviews the ponds, they are looking at the aerators. The technician communicates with the aeration manager in between the quarterly inspections.

Mr. Wyant asked Mr. Adams to validate the maintenance side, of Aquagenix's work, in terms of performance with the water bodies but not on the aeration side. The system has aged and, after ten years, it is old. LakeMasters recommended spending approximately \$6,000 to replace all of the diffusers with newer, higher quality diffusers so the air bubbles are visible. Diffusers and plugs could be broken. Compressors and lines were replaced but the diffusers are ten years old and air is not getting into the water in a size efficient enough to see air bubbles.

**On MOTION by Mr. Percuoco and seconded by Mr. Marion, with all in favor, the LakeMasters Aquatic Weed Control, LLC, proposal for Maintenance of Water Management Areas Aquatic Weed Control, in the amount of \$42,216, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of March 31, 2017**

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2017. On -roll assessment revenue collections were at 97%. Expenses were at 50%.

Mr. Wyatt inquired about a conversation Mr. Adams and the Board had with MRI Underwater Specialists (MRI) regarding the connecting pipes. Mr. Adams stated that MRI previously came out, on a case-by-case basis, and would, again, if asked to perform an inspection. Mr. Adams said MRI had submersible remotely operated vehicles (ROVs) that operate in water but it may be necessary to wait until the water levels rise. MRI would video the pipes and provide a full report, with the percentage of fill-in. If the budget allowed, fill-ins in the 50% range or greater would be addressed, as a first phase, and any fill-ins of 25% or less would, typically, not be addressed.

**NINTH ORDER OF BUSINESS**

**Approval of January 12, 2017 Regular Meeting Minutes**

Mr. Adams presented the January 12, 2017 Public Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Marion and seconded by Mr. Percuoco, with all in favor, the January 12, 2017 Regular Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**ELEVENTH 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. 505 Registered Voters in District as of April 15, 2017.**

Mr. Adams reported that there were 505 registered voters residing within the boundaries of the District as of April 15, 2017.

**ii. NEXT MEETING DATE: July 13, 2017 at 1:00 P.M.**

The next meeting will be held on July 13, 2017 at 1:00 p.m., at this location. For quorum purposes, Mr. Adams asked the Board Members to alert him, with regard to attendance. Mr. Baum stated that this would be his last meeting, as he was resigning.

**TWELFTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors'**

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

**THIRTEENTH ORDER OF BUSINESS**


**Adjournment**

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

**On MOTION by Mr. Percuoco and seconded by Mr. Marion,  
with all in favor, the meeting adjourned at 1:36 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair