

**PARKLANDS LEE
COMMUNITY DEVELOPMENT
DISTRICT**

**REGULAR MEETING
AGENDA**

January 11, 2018

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

January 4, 2018

Board of Supervisors
Parklands Lee Community Development District

Dear Board Members:

A Regular Meeting of the Parklands Lee Community Development District's Board of Supervisors will be held on Thursday, January 11, 2018 at 1:15 p.m., at The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Discussion/Update: Lake and Aeration Maintenance Status/Performance by LakeMasters
4. Approval of Unaudited Financial Statements as of November 30, 2017
5. Approval of October 5, 2017 Rescheduled Public Hearing and Special Meeting Minutes
6. Other Business
7. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. NEXT MEETING DATE: May 10, 2018 at 1:15 P.M.
 - Approve Proposed Budget for Fiscal Year 2018/2019
 - Accept Audited Financial Report for Fiscal Year 2017
8. Audience Comments/Supervisors' Requests
9. Adjournment

If you have any questions, please contact me directly at 239-464-7114.

Sincerely,


Chesley E. Adams, Jr.
District Manager

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL IN NUMBER: 1-888-354-0094
CONFERENCE ID: 8593810

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2017**

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2017**

	<u>General</u>	<u>Debt Service Series 2013</u>	<u>Total Governmental Funds</u>
ASSETS			
SunTrust - operating account	\$246,844	\$ -	\$ 246,844
SunTrust - Palmira easement	116	-	116
Revenue	-	41,402	41,402
Reserve A1	-	133,084	133,084
Reserve A2	-	8,338	8,338
Due from other funds			
General fund	-	88,356	88,356
Total assets	<u>\$ 246,960</u>	<u>\$ 271,180</u>	<u>\$ 518,140</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Due to other funds			
Debt service	\$ 88,356	\$ -	\$ 88,356
Total liabilities	<u>88,356</u>	<u>-</u>	<u>88,356</u>
Fund Balances:			
Restricted for			
Debt service	-	271,180	271,180
Unassigned	158,604	-	158,604
Total fund balances	<u>158,604</u>	<u>271,180</u>	<u>429,784</u>
Total Liabilities and Fund Balances	<u>\$ 246,960</u>	<u>\$ 271,180</u>	<u>\$ 518,140</u>

**PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2017**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 44,959	\$ 44,959	\$ 149,572	30%
Interest & miscellaneous	4	9	500	2%
Total revenues	<u>44,963</u>	<u>44,968</u>	<u>150,072</u>	30%
EXPENDITURES				
Administrative				
Supervisors	-	861	4,306	20%
Management	5,057	10,115	60,687	17%
Legal	-	-	950	0%
Engineering	-	-	500	0%
Audit	-	-	7,100	0%
Accounting services	400	800	4,797	17%
Assessment roll preparation	-	-	12,500	0%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	167	1,000	17%
Trustee	-	-	6,000	0%
Telephone	42	83	500	17%
Postage	47	47	324	15%
Printing & binding	86	173	1,035	17%
Legal advertising	-	-	750	0%
Office supplies	-	-	105	0%
Annual district filing fee	-	-	175	0%
Insurance	-	6,829	7,000	98%
Contingencies	78	152	1,500	10%
Total administrative	<u>5,793</u>	<u>19,227</u>	<u>110,429</u>	17%
Water management				
Contractual services	3,076	3,076	41,670	7%
Total water management	<u>3,076</u>	<u>3,076</u>	<u>41,670</u>	7%
Other fees and charges				
Property appraiser	-	-	521	0%
Tax collector	351	351	782	45%
Total other fees and charges	<u>351</u>	<u>351</u>	<u>1,303</u>	27%
Total expenditures	<u>9,220</u>	<u>22,654</u>	<u>153,402</u>	15%
Excess/(deficiency) of revenues over/(under) expenditures	35,743	22,314	(3,330)	
Fund balance - beginning	122,861	136,290	144,871	
Fund balance - ending	<u>\$ 158,604</u>	<u>\$ 158,604</u>	<u>\$ 141,541</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 NOVEMBER 30, 2017**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy	\$ 88,273	\$ 88,273	\$ 295,989	30%
Interest	134	262	-	N/A
Total revenues	<u>88,407</u>	<u>88,535</u>	<u>295,989</u>	30%
EXPENDITURES				
Debt service				
Principal Series A-1	-	-	135,000	0%
Principal Series A-2	-	-	15,000	0%
Interest Series A-1	63,281	63,281	126,563	50%
Interest Series A-2	8,025	8,025	16,450	49%
Total debt service	<u>71,306</u>	<u>71,306</u>	<u>293,013</u>	24%
Excess/(deficiency) of revenues over/(under) expenditures	17,101	17,229	2,976	
Fund balances - beginning	254,079	253,951	250,417	
Fund balances - ending	<u>\$ 271,180</u>	<u>\$ 271,180</u>	<u>\$ 253,393</u>	

1 **MINUTES OF MEETING**
2 **PARKLANDS LEE**
3 **COMMUNITY DEVELOPMENT DISTRICT**
4

5 A Rescheduled Public Hearing and a Special Meeting of the Parklands Lee Community
6 Development District's Board of Supervisors was held on Thursday, October 5, 2017 at 1:00
7 p.m., at The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135.
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9 **Present and constituting a quorum were:**

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11 Robert Schwartz Vice Chair
12 Dwayne Radel (*via telephone*) Assistant Secretary
13 Elliott Erickson Assistant Secretary
14 Harvey Fontaine Assistant Secretary
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16 **Also present were:**

17
18 Chuck Adams District Manager
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21 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

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23 Mr. Adams called the meeting to order at 1:32 p.m. Supervisors Swartz, Erickson and
24 Fontaine were present, in person. Supervisor Radel was attending via telephone. Supervisor
25 Rupp was not present.
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27 **SECOND ORDER OF BUSINESS**

Public Comments

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29 There being no public comments, the next item followed.
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31 **THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2018-01,
Resetting Public Hearing Pursuant to the
Department of Revenue's Amended
Emergency Order, dated September 8,
2017, Implementing Governor Rick
Scott's Executive Order Number 17-235,
Dated September 4, 2017**

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39 Mr. Adams presented Resolution 2018-01.
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On MOTION by Mr. Fontaine and seconded by Mr. Schwartz, with all in favor, Resolution 2018-01, Resetting Public Hearing Pursuant to the Department of Revenue’s Amended Emergency Order, dated September 8, 2017, Implementing Governor Rick Scott’s Executive Order Number 17-235, Dated September 4, 2017, was adopted.

FOURTH ORDER OF BUSINESS

Rescheduled Public Hearing to Hear Comments and Objections on Adoption of Fiscal Year 2017/2018 Budget

A. Rescheduled Notice (s)

Mr. Adams presented the Rescheduled Notices for today’s Rescheduled Public Hearing.

B. Consideration of Resolution 2018-02, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2017 and Ending September 30, 2018

Mr. Adams presented Resolution 2018-02. There were no year-over-year changes to the proposed Fiscal Year 2018 budget.

Mr. Erickson questioned if the projection, through September 30, 2017, came in okay and if there were any surprises. Mr. Adams stated that there was nothing to note. Some extra funds were expended to have LakeMasters Aquatic Weed Control, Inc. (LakeMasters) perform some initial cleanup, when contracts were changed; however, some programs were not implemented, in anticipation of those additional costs.

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

No members of the public spoke.

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

On MOTION by Mr. Erickson and seconded by Mr. Schwartz, with all in favor, Resolution 2018-02, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2017 and Ending September 30, 2018, was adopted.

78 **FIFTH ORDER OF BUSINESS**

Consideration of Resolution 2018-03, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2017/2018; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

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Mr. Adams presented Resolution 2018-03.

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On MOTION by Mr. Fontaine and seconded by Mr. Erickson, with all in favor, Resolution 2018-03, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2017/2018; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

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100 Mr. Erickson spoke of the loss of trees along Bonita Beach Road and asked if that was
101 CDD property. Mr. Adams replied that, through the Facilities Maintenance Assignment
102 Agreement, it would be the responsibility of the Association. Mr. Erickson asked who would be
103 the responsible party, if replacement was necessary. Mr. Adams replied the work would be a
104 capital expense; therefore, there was an opportunity for the entities to discuss the best way to
105 move forward, in terms of funding and implementing. In general, a capital improvement,
106 confined to one particular District, would stay within that District, in terms of financial
107 responsibility; however, if the City of Bonita Springs mandated that the trees must be replaced,
108 in compliance with the Planned Unit Development (PUD), this community would be responsible
109 for replacement. From a maintenance perspective, the District contracted the maintenance and
110 operating obligation to the Association. As this would be a Capital Reinvestment, the District
111 could discuss if the CDD is better suited to fund the replacement or if the Association could and
112 should do it. If trees needed to be replaced, the District could plant the bare minimum-sized,
113 under the Development Order (DO), so it may not be a high-cost issue. The CDD owns from
114 Bonita Beach Road into the Renaissance Center, which is the primary item for the Agreement.
115 Mr. Erickson asked how these discussions would start. Mr. Adams replied that the Association

116 would make a determination of loss, what needs or is desired to be replaced and come to the
117 CDD, if they felt the need. In the case of the entry road, Mr. Adams thought it benefits the entire
118 community, so the HOA may be best suited to fund it, through its reserve program.

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120 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-04,
Adopting the Annual Meeting Schedule
for Fiscal Year 2017/2018**

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124 Mr. Adams presented Resolution 2018-04. As in years past, meetings would be held on
125 the second Thursday of January, May, July and September at 1:15 p.m., at this location.

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**On MOTION by Mr. Fontaine and seconded by Mr. Erickson,
with all in favor, Resolution 2018-04, Adopting the Annual
Meeting Schedule for Fiscal Year 2017/2018, was adopted.**

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132 **SEVENTH ORDER OF BUSINESS**

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

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136 Mr. Adams presented the Unaudited Financial Statements as of July 31, 2017.
Assessment revenue collections were at 101% and expenditures were at 84%.

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138 **EIGHTH ORDER OF BUSINESS**

**Approval of May 11, 2017 Regular
Meeting Minutes**

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142 Mr. Adams presented the May 11, 2017 Regular Meeting Minutes and asked for any
additions, deletions or corrections.

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**On MOTION by Mr. Schwartz and seconded by Mr. Erickson,
with all in favor, the May 11, 2017 Regular Meeting Minutes,
as presented, were approved.**

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149 **NINTH ORDER OF BUSINESS**

Other Business

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152 Mr. Schwartz commented on the overall review of the water situation in the District and
asked if the District would participate as an interested observer at this point. Mr. Adams replied
153 affirmatively noting that the District was not severely impacted.

154 Mr. Schwartz questioned how the Sorrento pond performed. Mr. Adams replied that the
155 Sorrento pond level was up but there were no drastic issues. The pond “flipped”, which resulted
156 in some dead fish; LakeMasters picked up some dead fish but not many.

157 Discussion ensued regarding the life span of fish in the pond.
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159 **TENTH ORDER OF BUSINESS** **Staff Reports**

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161 **A. District Counsel**

162 There being no report, the next item followed.

163 **B. District Engineer**

164 There being no report, the next item followed.

165 **C. District Manager**

166 **i. NEXT MEETING DATE: January 11, 2018**

167 The next meeting will be held on January 11, 2018 at this location.
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169 **ELEVENTH ORDER OF BUSINESS** **Audience Comments/Supervisors’**
170 **Requests**

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172 There being no audience comments or Supervisors’ requests, the next item followed.
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174 **TWELVETH ORDER OF BUSINESS** **Adjournment**

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176 There being no further business to discuss, the meeting adjourned.
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178 **On MOTION by Mr. Fontaine and seconded by Mr. Schwartz,**
179 **with all in favor, the meeting adjourned at 1:50 p.m.**

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185 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT