

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

The Board of Supervisors of the Parklands Lee Community Development District held a Regular Meeting on January 12, 2023 at 1:15 p.m., immediately after the adjournment of the meeting of the Parklands West CDD, scheduled to commence at 1:00 p.m., at The Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135.

**Present were:**

Elliott Erickson	Chair
Robert Schwartz	Vice Chair
Dwayne Radel	Assistant Secretary
Russel T. Rupp	Assistant Secretary

**Also present were:**

Shane Willis	Operations Manager
Chuck Adams (via telephone)	District Manager
Tony Grau (via telephone)	Grau & Associates
Andy Nott	Superior Waterway Services, Inc. (Superior)
Alex Kurth	Premier Lakes, Inc. (Premier)
Robert & Irene Morsch	

**DUE TO AUDIO DIFFICULTIES A PORTION**

**OF THE MINUTES WERE TRANSCRIBED FROM THE MEETING NOTES**

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Willis called the meeting to order at 2:14 p.m. Supervisors Erickson, Schwartz, Radel and Rupp were present. Supervisor Clemens was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors, Elliott Erickson [SEAT 2] and Russell Rupp [SEAT 5] (*the following will be provided in a separate package*)**

Mr. Willis stated the Oath of Office was administered to Mr. Erickson and Mr. Rupp prior to the meeting. The following documents were provided:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
  - I. Form 1: Statement of Financial Interests**
  - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B: Memorandum of Voting Conflict**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date**

Mr. Willis presented Resolution 2023-01. The following slate was nominated:

Chair	Elliott Erickson
Vice Chair	Robert Schwartz
Secretary	Chesley (Chuck) E. Adams, Jr.
Assistant Secretary	Thomas Clemens
Assistant Secretary	Dwayne Radel
Assistant Secretary	Russell T. Rupp
Assistant Secretary	Craig Wrathell

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

**On MOTION by Mr. Rupp and seconded by Mr. Schwartz, with all in favor, Resolution 2023-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Response to RFQ for Engineering Services**

- A. Proof/Affidavit of Publication**
- B. RFQ Package**
- C. Respondent: Johnson Engineering, Inc.**
- D. Competitive Selection Criteria/Ranking**
- E. Award of Contract**

Johnson Engineering was the sole responded to the Request for Qualifications (RFQ).

**On MOTION by Mr. Rupp and seconded by Mr. Erickson, with all in favor, awarding the contract to Johnson Engineering, Inc., and authorizing Staff to negotiate and prepare a Continuing Services Agreement with Johnson Engineering, Inc., for District Engineering Services, and for the Chair or Vice Chair to execute, was approved.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02, Designating a Registered Agent and Registered Office of the District, and Providing for an Effective Date**

**On MOTION by Mr. Rupp and seconded by Mr. Schwartz, with all in favor, Resolution 2023-02, Designating Craig Wrathell as Registered Agent and 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Registered Office of the District, and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

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

- A. Premier Lakes, Inc.**
- B. SOLitude Lake Management, LLC**
- C. Superior Waterway Services, Inc.**

**TRANSCRIPTION FROM AUDIO COMMENCED DURING THE PRESENTATIONS**

Mr. Willis stated no representative from SOLitude was in attendance or on the phone.

Mr. Erickson stated Premier and Superior are both well-qualified. Superior’s annual price is \$34,000 and Premier’s is \$37,152. He voiced his preference for Superior.

Discussion ensued about quality of service of the respondents, SOLitude’s current operational challenges, which respondent can best serve the CDD and a 30-day termination clause in the contracts.

**On MOTION by Mr. Radel and seconded by Mr. Rupp, with all in favor, the Superior Waterway Services, Inc., Proposal for Maintenance of Water Management Areas, at the annual cost of \$34,247 for the first and second years, was approved.**

**Discussion: Lake Littoral Plant Program**

Mr. Elliott presented the Lake Littoral Plant program and pointed out the following:

- The black area is the renovated area and the red area is where the CDD is planning a test case for 2023. Mr. Elliott will make sure it fits within the budget.
- In the long term, it will be best to focus on the golf course side of the lake banks because the CDD has control of the irrigation.
- If in the future, the Board can decide to go to the non-golf course side of the banks but it will be problematic because there are over 90 property owners, including the estate homes, the HOA and their landscaping.

A Board Member thanked Mr. Elliott for working on and taking the lead on the littoral program, which he thinks is a very rational and reasonable plan. The Board is proceeding to make incremental progress. He opined that this is a great plan.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03,  
Relating to the Amendment of the General  
Fund Portion of the Budget for the Fiscal  
Year Beginning October 1, 2021 and Ending  
September 30, 2022; and Providing for an  
Effective Date**

Mr. Willis presented Resolution 2023-03 and read the title.

Mr. Adams stated the Board adopted the Fiscal Year 2022 budget with an appropriation level of \$162,020 but the actual expenditures of \$163,075 exceeded budget. Amending the Fiscal Year 2022 budget is necessary avoid a finding in the annual audit.

**On MOTION by Mr. Rupp and seconded by Mr. Radel, with all in favor, Resolution 2023-03, Relating to the Amendment of the General Fund Portion of the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of November 30, 2022**

The financials were accepted.

On MOTION by Mr. Radel and seconded by Mr. Rupp, with all in favor, the September 8, 2022 Public Hearing and Regular Meeting Minutes, as presented, were approved.

**TWELFTH ORDER OF BUSINESS**

**Other Business**

Mr. Erickson commented that Management is reliable and, when they say they will do something, they do it. Mr. Willis stated it is a pleasure working with the CDD.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel:

B. District Engineer:

There were no District Counsel or District Engineer reports.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: May 11, 2023 at 1:15 P.M., or immediately following the adjournment of the Parklands West CDD meeting scheduled to commence at 1:00 P.M.**

- **QUORUM CHECK**

All Supervisors present confirmed their attendance at the next meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors'**

There were no audience comments or Supervisors' requests.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Rupp and seconded by Mr. Erickson, with all in favor, the meeting adjourned at 2:41 p.m.

  
Secretary/Assistant Secretary

  
Chair/Vice Chair