MINUTES OF MEETING
PARKLANDS LEE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Parklands Lee Community Development District held a Regular Meeting on May 13, 2021 at 1:15 p.m., *or immediately thereafter the adjournment of the meeting of the Parklands West CDD, which was scheduled to commence at 1:00 p.m.,* at the Renaissance Center, 28191 Matteotti View (formerly 28121 Palmira Blvd.), Bonita Springs, Florida 34135.

Present were:

Elliott Erickson	Chair
Robert Schwartz	Vice Chair
Thomas Clemens	Assistant Secretary
Dwayne Radel	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Dave Underhill	District Engineer

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Adams called the meeting to order at 1:31 p.m. Supervisors Erickson, Schwartz, Clemens and Radel were present, in person. Supervisor Rupp was not present.

SECOND ORDER OF BUSINESS **Public Comments [3 minutes per person]**

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS **Update: Golf Course Renovation Planning/ Activities Affecting CDD Stormwater System**

Mr. Adams stated the Golf Course Renovation Planning/Activities Affecting CDD Stormwater System presentation was given at the Parklands West CDD (PWCDD) meeting, held

just prior to this meeting. All Parklands Lee CDD (PLCDD) Board Members were in attendance to hear Mr. Underhill's presentation and ask questions.

FOURTH ORDER OF BUSINESS **Administration of Oath of Office to Newly Elected Supervisor, Dwayne Radel [SEAT 4]** ***(the following to be provided in a separate package)***

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Radel. He provided the following items:

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

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2021-01, Declaring a Vacancy in Seat 1 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date**

Mr. Adams presented Resolution 2021-01. It was necessary to declare Seat 1 vacant because there were no qualified candidates to run for Seat 1 in the General Election.

On MOTION by Mr. Clemens and seconded by Mr. Radel, with all in favor, Resolution 2021-01, Declaring a Vacancy in Seat 1 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consider Appointment of Qualified Elector to Vacant Seat 1 *(term expires November 2024)***

Mr. Erickson nominated Mr. Robert Schwartz to fill the unexpired term of Seat 1. No other nominations were made.

On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, the appointment of Mr. Robert Schwartz to Seat 1, term expires November 2024, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Schwartz.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Adams presented Resolution 2021-03. He explained the annual budget preparation, deliberation, public hearing and adoption process and reviewed the proposed Fiscal Year 2022 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments. Assessments would be unchanged, year over year, as fund balance would be utilized to avoid an increase. The Series 2013 bonds would be eligible for refinance in 2023.

Mr. Radel asked if the Board votes to reappoint the District Management firm or if the contract renews automatically, unless the Board makes a change. Mr. Adams stated the District has a Continuing Services Agreement with Wrathell, Hunt and Associates, LLC (WHA). He noted that WHA has not raised its rates since being engaged in 2005 and the rate charged is typical.

Mr. Radel thought that the Board may wish to discuss adopting a formal mission statement, given the broadness of the Statute and the responsibilities of the Board.

Discussion ensued regarding past projects and issues addressed over the years. Mr. Radel suggested allocating funds for pond beautification. Mr. Adams discussed the $5,000 budgeted for aquascaping efforts, which stabilized the lake banks. Discussion ensued regarding the challenges due to the fluctuating water table, lake bank aesthetics, the HOA Beautification Committee and the District's ability to assess homeowners, if necessary.

On MOTION by Mr. Schwartz and seconded by Mr. Clemens, with all in favor, Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 9, 2021 at 1:15 p.m., at the Renaissance Center, 28191 Matteotti View (formerly 28121 Palmira Blvd.), Bonita Springs, Florida 34135; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

Mr. Adams presented Resolution 2021-04.

On MOTION by Mr. Schwartz and seconded by Mr. Erickson, with all in favor, Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2021**

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2021. The financials were accepted.

TENTH ORDER OF BUSINESS **Approval of January 14, 2021 Regular Meeting Minutes**

Mr. Adams presented the January 14, 2021 Regular Meeting Minutes.

On MOTION by Mr. Schwartz and seconded by Mr. Clemens, with all in favor, the January 14, 2021 Regular Meeting Minutes, as presented, were approved.

- **Consideration of Resolution 2021-05, Electing Officers of the District**

  This item was an addition to the agenda.

Mr. Adams stated that, due to the election and appointment of Supervisors, it was necessary to reconsider the slate of officers. He asked that Management be authorized to prepare an appropriate Resolution for the Chair to execute.

Mr. Radel nominated the following slate of officers:

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

No other nominations were made.

On MOTION by Mr. Radel and seconded by Mr. Clemens, with all in favor, Resolution 2021-05, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Parklands Lee Community Development District, as nominated, and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Other Business**

There being no other business, the next item followed.

TWELFTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: *Donald A. Pickworth, Esq.*

Mr. Adams stated that the annual opinion letter for the audit was completed; the audit would be presented at the next meeting.

B. District Engineer: *Banks Engineering, Inc.*

There being nothing to report, the next item followed.

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

I. 525 Registered Voters in District as of April 15, 2021

II. NEXT MEETING DATE: July 8, 2021 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**

The next meeting will be held July 8, 2021 at 1:15 p.m.

THIRTEENTH ORDER OF BUSINESS **Audience Comments/Supervisors' Requests**

A Board Member asked for an update on the vacant parcel. Mr. Adams stated there was no update.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

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

On MOTION by Mr. Radel and seconded by Mr. Clemens, with all in favor, the meeting adjourned at 2:05 p.m.

Secretary/~~Assistant Secretary~~

Chair/~~Vice Chair~~