

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

The Board of Supervisors of the Parklands West Community Development District held a Regular Meeting on January 12, 2023 at 1:00 p.m., at The Renaissance Center, 28191 Matteotti View, Bonita Springs, Florida 34135.

Present were:

Frank Percuoco	Chair
Robert Wyant	Vice Chair
William Dardy	Assistant Secretary
David Levin	Assistant Secretary
James Lukas	Assistant Secretary

Also present were:

Chuck Adams (via telephone)	District Manager
Shane Willis	Operations Manager
Andy Nott	Superior Waterway Services, Inc. (Superior)
Alex Kurth	Premier Lakes, Inc. (Premier)
Elliott Erickson	Parklands Lee Supervisor
Robert Perfetto	Resident
Robert & Irene Morsch	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Willis called the meeting to order at 1:00 p.m. He noted that the Oath of Office was administered to Mr. Lukas and Mr. Percuoco prior to the meeting. All Supervisors were 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, James Lukas [SEAT 1] and Francis Percuoco [SEAT 2] (*the following will be provided in a separate package*)

This item was addressed during the First Order of Business. Supervisors Lukas and Percuoco are familiar with the following:

- 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. Mr. Levin nominated the following slate:

Chair	Frank Percuoco
Vice Chair	Robert Wyant
Secretary	Chuck Adams
Assistant Secretary	James Lukas
Assistant Secretary	David Levin
Assistant Secretary	William Dardy
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. Levin and seconded by Mr. Wyant, 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. Affidavit/Proof of Publication

B. RFQ Package

C. Respondent: Johnson Engineering, Inc.

Mr. Adams discussed the Request for Qualifications (RFQ) process.

D. Competitive Selection Criteria/Ranking

Mr. Adams stated that Johnson Engineering, Inc., the sole respondent, specializes in stormwater management, which is one of the CDD’s primary responsibilities. The Board can discuss amongst themselves and determine if they believe the firm will meet the CDD’s needs and, if so, authorize Staff to proceed with negotiating the final terms of the Agreement.

E. Award of Contract

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, 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

Mr. Adams presented Resolution 2023-02.

On MOTION by Mr. Percuoco and seconded by Mr. Levin, with all in favor, Resolution 2023-02, Designating Craig Wrathell as the 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.

Mr. Willis introduced Mr. Andy Nott, of Superior, and Mr. Alex Kurth, of Premier.

Mr. Knott discussed Superior’s background and experience as the CDD’s current aeration contractor and responded to questions. Mr. Willis stated the wrong version of the proposal is in the agenda but the updated version was emailed to the Board. The total bid price is \$34,247 for the first year and the price would remain the same for the second year.

Mr. Kurth discussed Premier’s background and experience, noting that Premier is a new startup company whose principals have extensive experience. The total bid price is \$37,312 for the first year and he would hold the price firm in the second year.

Mr. Willis stated that no representative from SOLitude was in attendance or on the phone; SOLitude’s management and field operations are in transition.

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, 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.

EIGHTH ORDER OF BUSINESS

Discussion: Lake Littoral Plant Program

Mr. Erickson distributed and presented a “Littoral Plantings Update” handout. Referring to a map, he discussed plant survival rates and noted that Ibis 6 and 7 and Egret 8 seemed to have the best survival rates and Osprey 2 and Egret 7 suffered washouts.

Mr. Percuoco noted that Ibis 7 is visible behind his home and, in his opinion, the area to the west is unattractive and characterized by stones and rubble due to low water levels. He recalled that, before the project started, tall grasses were removed and not replaced so the ground is barren.

Regrading in front of the tees, use of fill and survival rates of plantings were discussed.

Mr. Robert Morsch stated he lives behind the fairway bunker on Egret 2. He thinks an unintended consequence of the renovations is that, during rainy season, a shallow area about

8' x 10' wide that fills with water originally moved, via a gully, to join the water from other lakes but the modification changed that so the aquatic plantings have grown rapidly and created somewhat of a marsh with, in some cases, plants taller than 10'. The golf course cut the plantings. He hoped the CDD's plan is to eliminate some of these plantings.

Mr. Erickson stated Thalia is a good, native Florida plant. Mr. Willis stated it can be trimmed and made more presentable.

Ms. Irene Morsch voiced her concerns about water and unmaintained plantings that were not on her property when it was purchased. Mr. Morsch presented pictures. A Board Member stated they will be in touch after the meeting. Mr. Willis will inspect the area.

Mr. Erickson reviewed the 2023 Littoral Planting Plan identified on the map and noted the need to increase the Fiscal Year 2024 budget in order to accommodate the 2024 Littoral Planting Plan. He recommended focusing on the golf course side of the lake.

The consensus was that fluctuating water levels present a challenge. Mr. Willis stated Bonita National residents have the same issue.

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. Adams presented Resolution 2023-03. It is necessary to amend the Fiscal Year 2022 budget due to expenditures exceeding budget because the CDD paid for repairs to the aeration system without receiving offsetting funding from The Club yet. Payment from The Club is expected soon. This budget amendment will avoid a minor finding in the annual audit.

Regarding Trustee fees, Mr. Adams stated the refinancing was not anticipated at the time the budget was drafted; therefore, the budget did not include Trustee fees.

Asked if he spoke with Wells Fargo lately, Mr. Adams stated one or two months ago Wells Fargo agreed to correct and redirect the monthly billing for the monthly payments to the Trustee, rather than the CDD. Mr. Percuoco stated another payment is due on February 1, 2023. He recalled that the CDD is owed a reimbursement from Wells Fargo for legal fees and

Wells Fargo advised that it would be done automatically, via a credit to the account, once a checking account is opened with Wells Fargo. Mr. Adams will speak to Wells Fargo about this.

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, 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

Mr. Willis presented the Unaudited Financial Statements as of November 30, 2022.

Mr. Percuoco questioned the timing of the meetings because up-to-date financial statements are not available. He recalled the bank questioning the CDD’s ability to make the November 1, 2022 payment on the new refinancing and stated the information was not contained in the financials at that time. Mr. Adams recalled that, when the bonds were issued, a capitalized interest period was incorporated to provide those funds to be able to make the first payment. Mr. Percuoco stated he was unable to reconcile the financials because the Operating Fund was included but not the Governmental Funds and the Amortization Schedule for the 2012 bonds was included but not the new Amortization Schedule. Mr. Adams stated the Revenue and Expenses statement, on Page 3, is the correct one but Page 4 has the wrong Amortization Schedule. That has been brought to the attention of Accounting Staff.

On MOTION by Mr. Percuoco and seconded by Mr. Levin, with all in favor, the Unaudited Financial Statements as of November 30, 2022, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of September 8, 2022 Public Hearing and Regular Meeting Minutes

Mr. Percuoco presented the September 8, 2022 Public Hearing and Regular Meeting Minutes.

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

TWELFTH ORDER OF BUSINESS

Other Business

There was no other business.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel:

There was no report.

B. District Engineer:

Mr. Willis stated the Board voted to accept the Johnson Engineering proposal.

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

- **NEXT MEETING DATE: May 11, 2023 at 1:00 P.M.**

- **QUORUM CHECK**

Mr. Adams stated he contacted several District Counsel candidates. Once he can finalize interest, he will advise the Board.

FOURTEENTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

Ms. Morsch asked if the CDD is responsible for landscaping the lake banks on both sides of the lake, on the home side and the golf side. Mr. Willis stated the CDD is not responsible for landscaping; it is responsible for littorals planted within the lake banks. Anything from the high-water mark of the lakes, down to the center of the lakes, is the responsibility of the CDD. Everything beyond those areas is the responsibility of the HOA or the golf course.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Percuoco and seconded by Mr. Wyant, with all in favor, the meeting adjourned at 2:06 p.m.

COPELAND
Secretary/Assistant Secretary

[Signature]
Chair/Vice Chair