

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

The Board of Supervisors of the Parklands Lee Community Development District held a Public Hearing and Regular Meeting on September 11, 2025 at 1:15 p.m., or immediately thereafter 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:**

Elliott Erickson	Chair
Thomas Clemens	Vice Chair
Robert Schwartz	Assistant Secretary
Russell T. Rupp (via telephone)	Assistant Secretary

**Also present:**

Shane Willis	District/Operations Manager
Greg Urbancic (via telephone)	District Counsel
Roy Farchmin	Resident, Master Homes Association Landscape Committee Member

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Willis called the meeting to order at 1:55 p.m. Supervisors Schwartz, Erickson and Clemens were present. Supervisor Rupp attended via telephone. Supervisor Mona was absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Update: Superior Waterway Services, Inc.  
Treatment Report**

Mr. Willis presented the August 2025 Superior Waterways Treatment Report. He will email an explanation of what Mr. Nott is treating in accordance with the contract, where the water levels parameters are, exhibit of areas the technicians are treating and an agreement that Mr. Nott has with Bob Volpe to address the golf course side of the stormwater lakes.

**FOURTH ORDER OF BUSINESS****Discussion: Aesthetic Improvement of the Stormwater Lake Banks**

Mr. Willis called attention to an email thread between the Chair and Mr. Farchmin regarding establishing practical approaches to improve the condition of the ponds during the dry season and asked if the Board wished to further discuss this item.

The consensus was to proceed without further discussion.

**FIFTH ORDER OF BUSINESS****Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

- A. **Proof/Affidavit of Publication**
- B. **Consideration of Resolution 2025-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Willis presented Resolution 2025-06 and reviewed the Proposed Fiscal Year 2026 budget compared to the Fiscal Year 2025 budget.

**Mr. Willis opened the public hearing.**

No affected property owners or members of the public spoke.

**Mr. Willis closed the public hearing.**

A Board Member asked why \$20,000 is allocated for Engineering in Fiscal Year 2026.

Mr. Willis explained that the District Engineer budgeted his firm's expectation of what the CDD might expend for the environmental permit requirements, stormwater studies and goals and objectives. Until this point, the District Engineer had very little participation in CDD projects. The \$20,000 amount is to avoid underbudgeting for Engineering expenses; any unexpended funds will go into the unassigned fund balance.

**On MOTION by Mr. Clemens and seconded by Mr. Schwartz, with all in favor, authorizing Mr. Rupp's attendance and full participation, via telephone, due to exceptional circumstances, was approved.**

**On MOTION by Mr. Rupp and seconded by Mr. Erickson, with all in favor, Resolution 2025-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September**

30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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**

Mr. Willis presented Resolution 2025-07 and read the title.

**On MOTION by Mr. Clemens and seconded by Mr. Schwartz, with all in favor, Resolution 2025-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-08, Electing and Removing Officers of the District and Providing an Effective Date**

Mr. Willis presented Resolution 2025-08. This Resolution was approved at the May meeting; however, the names listed did not fully match the names stated on the audio. The slate is as follows:

Elliott Erickson	Chair
Thomas J. Clemens	Vice Chair
Robert I. Schwartz	Assistant Secretary
Gary Mona	Assistant Secretary
Russell T. Rupp	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Chesley "Chuck" Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

**On MOTION by Mr. Schwartz and seconded by Mr. Erickson, with all in favor, Resolution 2025-08, Electing and Removing Officers of the District and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Mr. Willis presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

**On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.**

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Mr. Willis noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

**On MOTION by Mr. Clemens and seconded by Mr. Erickson, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.**

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of July 31, 2025**

Mr. Willis presented the Unaudited Financial Statements as of July 31, 2025. He explained why the “Legal” line item is at 300% and the “Contingencies” line item is at 165%.

The financials were accepted.

**TENTH ORDER OF BUSINESS**

**Approval of July 10, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Erickson and seconded by Mr. Clemens, with all in favor, the July 10, 2025 Regular Meeting Minutes, as presented, were approved.**

## ELEVENTH ORDER OF BUSINESS

## Other Business

A Board Member noted an increase in the number of cane toads and asked if the CDD still has an account with Pesky Varmints. Mr. Willis replied affirmatively.

## TWELFTH ORDER OF BUSINESS

## Staff Reports

A. **District Counsel: Coleman, Yovanovich & Koester, P.A.**

Mr. Urbancic reminded the Board Members to complete the required four hours of ethics training by December 31, 2025. The South Florida Water Management District (SFWMD) is ramping up its enforcement of area preserves and the lake banks.

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

There was no report.

C. **District Manager: Wrathell, Hunt & Associates, LLC**• **NEXT MEETING DATE: January 8, 2026 at 1:15 PM**○ **QUORUM CHECK**

All Supervisors present confirmed their attendance at the January 8, 2026 meeting.

## THIRTEENTH ORDER OF BUSINESS

## Audience Requests

## Comments/Supervisors'

Mr. Rupp asked if it is feasible to have the lake maintenance easement staked/marked so landscapers and others can distinguish CDD property from HOA property. Mr. Willis stated water levels fluctuate and voiced concern that the CDD would have to obtain a costly legal survey.

Discussion ensued regarding whether a legal survey is needed, homeowner surveys, prior encroachment on the lake maintenance easement, the HOA and a GIS system.

Mr. Willis asked for permission to create digital maps showing the general locations and designations between CDD and homeowner property and upload it to the CDD website.

## FOURTEENTH ORDER OF BUSINESS

## Adjournment

<b>On MOTION by Mr. Clemens and seconded by Mr. Schwartz, with all in favor, the meeting adjourned at 2:22 p.m.</b>
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PARKLANDS LEE CDD

September 11, 2025

Co-Sec  
Secretary/Assistant Secretary

Elliott Erickson  
Chair/Vice Chair