

**MINUTES OF MEETING
NAPLES RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Naples Reserve Community Development District held a Regular Meeting on November 19, 2020 at approximately 12:45 p.m., at the Naples Reserve Clubhouse, 14885 Naples Reserve Circle, Naples, Florida 34114.

Present at the meeting, via telephone, were:

Thomas Marquardt	Chair
Jeffrey Bieker	Vice Chair
Gregory Inez	Assistant Secretary

Also present, via telephone, were:

Cindy Cerbone	District Manager
Greg Urbancic	District Counsel
Terry Cole	District Engineer
Kathleen Golden	Resident
Maria Desjardins	Resident
Harvey Siemen	Resident
Kelly Bissetta	Resident
Deborah Godfrey	Resident
Gary Batot	Resident
Heidi Devlin	Resident
Brooke McCauley	Resident
Mary Ann Shelgren	Resident
David Geoffrey	Resident
Charlene Hill	Resident
Additional members of the public	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 12:45 p.m. Supervisors Marquardt, Bieker, and Inez were present. Two seats were vacant.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [SEAT 4], *(the following to be provided in a separate package)*

Ms. Cerbone stated that the Oath of Office was administered to Mr. Gregory Inez prior to the meeting.

- 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 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-01 and recapped the Landowners’ Election results as follows:

Seat 4	Gregory Inez	31 votes	Four-year Term
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On MOTION by Mr. Marquardt and seconded by Mr. Bieker, with all in favor, Resolution 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the COVID-19 Pandemic

Ms. Cerbone presented Resolution 2021-02.

On MOTION by Mr. Marquardt and seconded by Mr. Bieker, with all in favor, Resolution 2021-02, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the COVID-19 Pandemic, was adopted.

SIXTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Vacancy in Seat 1

Mr. Marquardt nominated Ms. Charlene Hill to fill Seat 1. No other nominations were made.

On MOTION by Mr. Bieker and seconded by Mr. Inez, with all in favor, the appointment of Ms. Charlene Hill to Seat 1, was approved.

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

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Hill.

SEVENTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Vacancy in Seat 3

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

This item was deferred.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Naples Reserve Community Development District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-03. The following nominations were made:
Mr. Bieker nominated Mr. Marquardt for Chair. No other nominations were made.

On MOTION by Mr. Bieker and seconded by Ms. Hill, with all in favor, the appointment of Mr. Thomas Marquardt as Chair, was approved.

Mr. Marquardt nominated Mr. Bieker for Vice Chair. No other nominations were made.

On MOTION by Ms. Hill and seconded by Mr. Inez, with all in favor, the appointment of Mr. Jeffrey Bieker as Vice Chair, was approved.

Mr. Marquardt nominated Mr. Inez and Ms. Hill for Assistant Secretary. No other nominations were made.

On MOTION by Mr. Bieker and seconded by Mr. Inez, with all in favor, the appointment of Mr. Inez and Ms. Hill as Assistant Secretaries, was approved.

Mr. Marquardt nominated the remainder of the slate of officers, as follows:

- | | |
|---------------------|----------------|
| Secretary | Craig Wrathell |
| Assistant Secretary | Cindy Cerbone |
| Assistant Secretary | Daniel Rom |
| Treasurer | Craig Wrathell |
| Assistant Treasurer | Jeff Pinder |

No other nominations were made.

The entire slate of officers was as follows:

Thomas Marquardt	Chair
Jeffrey Bieker	Vice Chair
Craig Wrathell	Secretary
Gregory Inez	Assistant Secretary
Charlene Hill	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Bieker and seconded by Ms. Hill, with all in favor, Resolution 2021-03, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Naples Reserve Community Development District, as nominated, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2020

Ms. Cerbone presented the Unaudited Financial Statements as of September 30, 2020.

On MOTION by Mr. Marquardt and seconded by Mr. Bieker, with all in favor, the Unaudited Financial Statements as of September 30, 2020, were accepted.

TENTH ORDER OF BUSINESS

Approval of August 18, 2020 Telephonic Public Meeting Minutes

Ms. Cerbone presented the August 18, 2020 Telephonic Public Meeting Minutes. The following changes were made:

Line 22: Change “Sparada” to “Sparrazza”

Line 23: Change “Yanez” to “Inez”

On MOTION by Mr. Marquardt and seconded by Ms. Hill, with all in favor, the August 18, 2020 Telephonic Public Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Other Business

Mr. Cole requested approval to assess, inspect and make recommendations for CDD improvements for the February meeting.

On MOTION by Mr. Marquardt and seconded by Ms. Hill, with all in favor, authorizing the District Engineer to assess, inspect and provide recommendations for CDD improvements, at the CDD’s expense, was approved.

Ms. Cerbone would facilitate the following:

- Coordinate with the CDD Chair and the HOA Property Manager to resolve R&M issues.
- Work with Ms. Trish Baker on e-blasts regarding meetings, agendas and information about the open Board Seat.
- Identify and secure an alternate meeting location when Clubhouse is unavailable.
- Forward the Maintenance Agreement to the Board.
- Add “Communication with Property Manager” as an ongoing item on future agendas.

TWELFTH ORDER OF BUSINESS

Staff Reports

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

There being no report, the next item followed.

B. District Engineer: *Hole Montes, Inc.*

There being no report, the next item followed.

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

- **NEXT MEETING DATE: February 2, 2021 at 11:00 A.M.**
 - **QUORUM CHECK**

The next meeting would be held on February 2, 2021 at 11:00 a.m.

THIRTEENTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

There being no audience comments or Supervisors' requests, the next item followed.


FOURTEENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Marquardt and seconded by Ms. Hill, with all in favor, the meeting adjourned at approximately 1:50 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair