

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT  
DISTRICT  
December 7, 2023  
BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

**Naples Reserve Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

November 30, 2023

Board of Supervisors  
Naples Reserve Community Development District

<p><b><u>ATTENDEES:</u></b> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>
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Dear Board Members:

The Board of Supervisors of the Naples Reserve Community Development District will hold a Regular Meeting on December 7, 2023 at 10:30 a.m., at the Outrigger, 14891 Naples Reserve Drive, Naples, Florida 34114. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Chair's Opening Remarks
4. Discussion: District Landscaping Needs and Laguna Springs Drainage Report
5. Discussion: Leeward Drainage Mitigation
6. Acceptance of Unaudited Financial Statements as of October 31, 2023
7. Approval of October 5, 2023 Regular Meeting Minutes
8. Other Business
9. Staff Reports
  - A. District Counsel: *Coleman, Yovanovich & Koester, P.A.*
    - I. Draft Stormwater Management Rules and Policies
  - B. District Engineer: *Bowman Consulting Group LTD*
  - C. Operations Manager: *Wrathell, Hunt and Associates, LLC*
    - I. Monthly Report
  - D. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: February 1, 2024 at 10:30 AM

○ QUORUM CHECK

SEAT 1	LISA WILD	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	THOMAS MARQUARDT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DEBORAH LEE GODFREY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	GREGORY INEZ	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	ANNA HARMON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 10. Public Comments
- 11. Supervisors' Requests
- 12. Adjournment

Should you have any questions and/or concerns, please feel free to contact me directly at (561) 512-9027.

Sincerely,



Jamie Sanchez  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 131 733 0895**



**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

**4**

**From:** [shane willis](#)  
**To:** [Jamie Sanchez](#); [Terry Cole](#); [Bob Ferguson](#); [Tom Marquardt](#)  
**Subject:** Landscaping Report  
**Date:** Wednesday, November 8, 2023 1:31:00 PM  
**Attachments:** [Naples Reserve Landscaping Needs 11.8.23.pdf](#)

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Good Afternoon,

Attached is my report on landscaping needs, I looked at the lakes in the community and found that lakes 13,17 & 21 are most in need of landscaping in the LME. I based this on the visual appearance and whether the LME is currently being maintained or looks to have been maintained recently.

In my opinion there is approximately 7,089 linear feet needing landscape services (please see the report for a break down). I have asked a couple of vendors I work with on other Districts for a proposal with the scope of once a month starting 12/1/23 thru 5/31/24 and twice a month 6/1/24 thru 11/1/24 for 7,089 linear feet at about 4 ft wide. This will give us a good start number and we can scope down or up based on the Board's guidance.

Bob if you have a good contact with Napier could you provide to them and see if they are interested in providing a proposal as well?

Respectfully,  
Shane Willis  
Operations Manager  
Wrathell, Hunt, & Associates, LLC  
9220 Bonita Beach Road  
Suite #214  
Bonita Springs, FL 34135  
(239) 259-4299 ©

**FRAUD ALERT ---- DUE TO INCREASED INCIDENTS OF  
WIRE FRAUD, IF YOU RECEIVE WIRE INSTRUCTIONS  
FROM OUR OFFICE DO NOT SEND A WIRE.**

# Linear Feet of Landscaping Total: approximately 7,089 linear ft

3,545 linear feet on Lake 21



2,355 linear feet on Lake 17



1,189 linear feet on Lake 13





# LAKE 13



Naples, United States  
Stillwater Way, 14719  
34114  
Nov 6, 2023 at 8:37 AM





# LAKE 13



Naples, United States  
Stillwater Way, 14719  
34114  
Nov. 6, 2023 at 9:37 AM



# LAKE 13





# LAKE 17

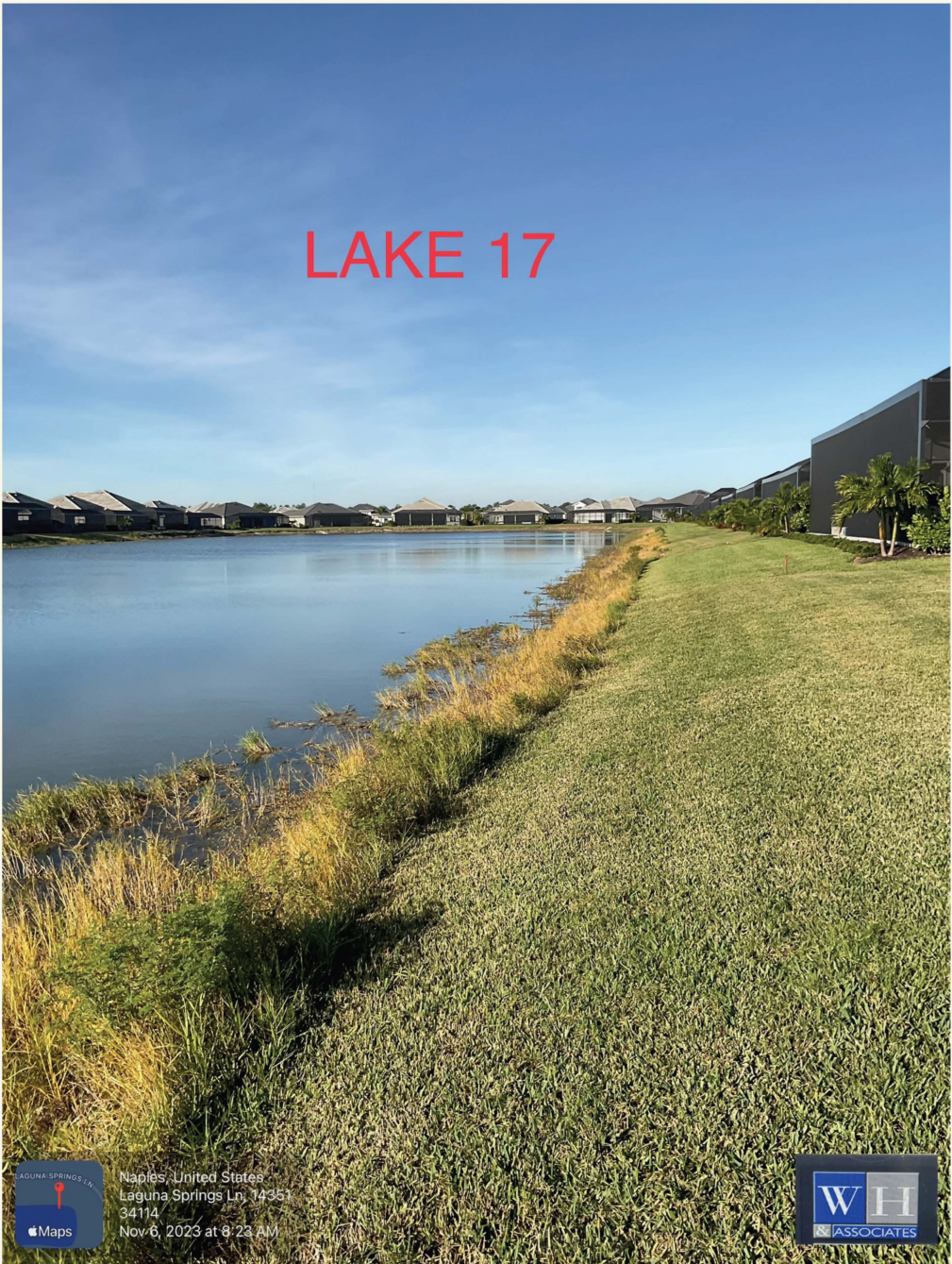


Naples, United States  
Laguna Springs Ln, 14351  
34114  
Nov. 6, 2023 at 8:23 AM





# LAKE 17



Naples, United States  
Laguna Springs Ln, 14351  
34114  
Nov 6, 2023 at 8:23 AM



# LAKE 21

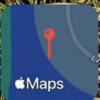


Naples, United States  
Laguna Springs Ln, 14354  
34114  
Nov 6, 2023 at 8:25 AM





# LAKE 21



Naples, United States  
Laguna Springs Ln, 1435  
34114  
Nov 6, 2023 at 8:28 AM

**From:** [shane willis](#)  
**To:** [Jamie Sanchez](#); [Bob Ferguson](#); [Terry Cole](#); [Tom Marquardt](#)  
**Subject:** Laguna Drainage Review  
**Date:** Monday, October 16, 2023 9:56:00 AM  
**Attachments:** [14280 Laguna Springs Drainage Review - Copy.pdf](#)

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Good Morning,

Myself and Bob reviewed the drainage issues located at 14280 Laguna Friday, attached is the field report we put together.

Pending Terry and Jaime's feedback, I do not believe this repair is a CDD responsibility. Both homes at this location are contributing to the problem with raised foundations for their pools and an altered berm that is preventing runoff into the stormwater pond.

Respectfully,  
Shane Willis  
Operations Manager  
Wrathell, Hunt, & Associates, LLC  
9220 Bonita Beach Road  
Suite #214  
Bonita Springs, FL 34135  
(239) 259-4299 ©

**FRAUD ALERT ---- DUE TO INCREASED INCIDENTS OF  
WIRE FRAUD, IF YOU RECEIVE WIRE INSTRUCTIONS  
FROM OUR OFFICE DO NOT SEND A WIRE.**





Water Flow Direction



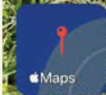
Waters Edge Drive  
Laguna Shores, Florida 33414  
Oct 13, 2023 at 1:06 AM







Water Pools Here



Naples, United States  
Laguna Springs Ln, 74288  
34114  
Oct 18, 2023 at 11:08 AM





# Water Flow Direction



Naples, United States  
Laguna Springs Ln - 1288  
34119  
Oct 13, 2023 at 11:07 AM





# Water Pools Here

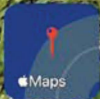


Naples, United States  
Laguna Springs Ln, 34228  
34114  
Oct 13, 2023 at 11:08 AM





# Berm Preventing Runoff



Naples, United States  
Lagoona Springs Ln, 14288  
34114  
Oct 13, 2023 at 11:08 AM



**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
OCTOBER 31, 2023**

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
OCTOBER 31, 2023**

	General Fund	Debt Service Fund Series 2014	Debt Service Fund Series 2018	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 202,061	\$ -	\$ -	\$ 202,061
Investments				
Reserve	-	517,100	280,692	797,792
Revenue	-	426,879	442,609	869,488
Prepayment	-	113	1,169	1,282
Due from general fund	-	5,786	6,265	12,051
Due from debt service fund - series 2014	-	-	38,728	38,728
Due from other	320	-	-	320
Total assets	<u>\$ 202,381</u>	<u>\$ 949,878</u>	<u>\$ 769,463</u>	<u>\$ 1,921,722</u>
<b>LIABILITIES</b>				
Liabilities:				
Accounts payable	12,540	-	-	12,540
Due to debt service fund - series 2014	5,786	-	-	5,786
Due to debt service fund - series 2018	6,265	38,728	-	44,993
Retainage Payable	10,701	-	-	10,701
Developer advance	1,500	-	-	1,500
Total liabilities	<u>36,792</u>	<u>38,728</u>	<u>-</u>	<u>75,520</u>
<b>FUND BALANCES:</b>				
Restricted for				
Debt service	-	911,150	769,463	1,680,613
Assigned				
3 months working capital	109,825	-	-	109,825
Lake bank remediation	243,013	-	-	243,013
Unassigned	(187,249)	-	-	(187,249)
Total fund balances	<u>165,589</u>	<u>911,150</u>	<u>769,463</u>	<u>1,846,202</u>
Total liabilities and fund balances	<u>\$ 202,381</u>	<u>\$ 949,878</u>	<u>\$ 769,463</u>	<u>\$ 1,921,722</u>

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ -	\$ 591,583	0%
Miscellaneous income	857	857	-	N/A
Total revenues	<u>857</u>	<u>857</u>	<u>591,583</u>	0%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Engineering	-	-	40,000	0%
Audit	-	-	7,200	0%
Legal	-	-	20,000	0%
Management, accounting, recording	4,538	4,538	48,960	9%
Debt service fund accounting	-	-	5,500	0%
Postage	-	-	500	0%
Insurance	7,160	7,160	7,574	95%
Trustee	5,053	5,053	5,300	95%
Trustee - second bond series	-	-	5,300	0%
Arbitrage rebate calculation	500	500	1,500	33%
Dissemination agent	167	167	2,000	8%
Telephone	4	4	50	8%
Printing & binding	29	29	350	8%
Legal advertising	-	-	1,200	0%
Annual district filing fee	175	175	175	100%
Contingencies	-	-	500	0%
Website	705	705	705	100%
ADA website compliance	-	-	210	0%
Property appraiser	2,207	2,207	9,243	24%
Tax collector	-	-	12,325	0%
Total administration expenses	<u>20,538</u>	<u>20,538</u>	<u>168,592</u>	<u>12%</u>
<b>Field Operations</b>				
Operations management	625	625	7,500	8%
GIS Solutions	-	-	12,000	0%
Drainage / catch basin maintenance	-	-	6,500	0%
Other repairs and maintenance	2,624	2,624	150,000	2%
Lake maintenance / water quality	3,704	3,704	71,987	5%
Total field operations expenses	<u>6,953</u>	<u>6,953</u>	<u>247,987</u>	<u>3%</u>
Total expenditures	<u>27,491</u>	<u>27,491</u>	<u>416,579</u>	<u>7%</u>
Excess (deficiency) of revenues over/(under) expenditures	(26,634)	(26,634)	175,004	
Fund balance - beginning	192,223	192,223	184,143	
Fund balance - ending				
Assigned				
3 months working capital	109,825	109,825	109,825	
Lake bank remediation	243,013	243,013	243,013	
Unassigned	(187,249)	(187,249)	6,309	
Fund balance - ending	<u>\$165,589</u>	<u>\$165,589</u>	<u>\$359,147</u>	

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND - SERIES 2014  
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ -	\$ 537,000	0%
Interest	4	4	-	N/A
Total revenues	<u>4</u>	<u>4</u>	<u>537,000</u>	0%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	155,000	0%
Interest	-	-	355,881	0%
Total debt service	<u>-</u>	<u>-</u>	<u>510,881</u>	0%
<b>Other fees and charges</b>				
Tax collector	-	-	11,188	0%
Property appraiser	2,003	2,003	8,391	24%
Total other fees and charges	<u>2,003</u>	<u>2,003</u>	<u>19,579</u>	10%
Total expenditures	<u>2,003</u>	<u>2,003</u>	<u>530,460</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	(1,999)	(1,999)	6,540	
Fund balances - beginning	913,149	913,149	900,022	
Fund balances - ending	<u>\$ 911,150</u>	<u>\$ 911,150</u>	<u>\$906,562</u>	

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND - SERIES 2018  
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ -	\$ 580,060	0%
Interest	2,927	2,927	-	N/A
Total revenues	<u>2,927</u>	<u>2,927</u>	<u>580,060</u>	1%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	160,000	0%
Interest	-	-	394,094	0%
Total debt service	<u>-</u>	<u>-</u>	<u>554,094</u>	0%
<b>Other fees and charges</b>				
Property appraiser	2,149	2,149	9,063	24%
Tax collector	-	-	12,085	0%
Total other fees and charges	<u>2,149</u>	<u>2,149</u>	<u>21,148</u>	10%
Total expenditures	<u>2,149</u>	<u>2,149</u>	<u>575,242</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	778	778	4,818	
Fund balances - beginning	<u>768,685</u>	<u>768,685</u>	<u>735,618</u>	
Fund balances - ending	<u><u>\$769,463</u></u>	<u><u>\$769,463</u></u>	<u><u>\$740,436</u></u>	

**NAPLES RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**



**DRAFT**

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

The Board of Supervisors of the Naples Reserve Community Development District held a Regular Meeting on October 5, 2023 at 10:30 a.m., at the Island Club at Naples Reserve, Activities Room, 14885 Naples Reserve Circle, Naples, Florida 34114.

**Present at the meeting were:**

Thomas Marquardt	Chair
Deborah Lee Godfrey	Vice Chair
Anna Harmon	Assistant Secretary
Lisa Wild	Assistant Secretary
Greg Inez	Assistant Secretary

**Also present were:**

Jamie Sanchez	District Manager
Shane Willis	Operations Manager
Meagan Magaldi	District Counsel
Terry Cole	District Engineer
Jack Lincoln	Resident
Heidi McIntyre	Resident
Other Resident(s)	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:31 a.m. Supervisors Marquardt, Harmon, Wild and Godfrey were present. Supervisor Inez was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Resident Jack Lincoln discussed tall weeds and dry grass around the lake behind his home, which he thinks is a fire hazard. He asked what will be done about it, as he has complained numerous times and sent three emails during the past year and received no response. Mr. Marquardt stated landscaping is an HOA issue. The Developer was responsible for grading the shorelines to create a 4:1 ratio slope before the builders came in. In many cases, the builders redistributed the dirt, changing the slope. About a year ago, after it was cleared and upon determining that the slope was not the proper ratio, areas that were out of

41 compliance were re-graded at the CDD’s expense. The grade is still too sharp for a zero-turning  
42 lawnmower to access the area; the weeds were cut several times. The CDD will be responsible  
43 for clearing the weeds. This topic will be discussed today.

44 Mr. Willis stated that he responded to Mr. Lincoln’s his email on August 18, 2023.

45 Mr. Marquardt stated, as the water rises, the weeds will be covered and, as it recedes,  
46 they will be exposed.

47 Mr. Lincoln stated he spent three hours weed eating the weeds. Mr. Willis stated  
48 property owners can maintain landscaping on their own property only. The littoral area is  
49 governed by the South Florida Water Management District (FWMD) and the State permits only  
50 allow licensed aquatic specialists to enter that zone and treat the weeds. Technically, the CDD  
51 can be fined if non-licensed persons treat the littorals. He asked Mr. Lincoln not to enter the  
52 littoral zone and stated the issues will be addressed.

53 A Board Member stated Superior Lake Management (Superior) sprayed and Superior  
54 asked that the plants not be cut so the spray can travel down to the root; cutting the weeds  
55 interrupts the weed-killing process. Mr. Willis stated cutting the weeds releases a nutrient load  
56 into the water, which causes algae. He asked residents to refrain from cutting the weeds.

57 Ms. Godfrey noted that there are two issues; one is the lake bank and the other is the  
58 areas from the lake bank to the berm. Both will be addressed.

59 **Mr. Inez joined the meeting at 10:38 a.m.**

60

61 **THIRD ORDER OF BUSINESS**

**Chair’s Opening Remarks**

62

63 Mr. Marquardt stated the hope is that Crawford can at least take one more pass and  
64 remove the top portion of growth at the CDD’s expense. Mr. Willis requested a proposal and, if  
65 not received soon or it is too expensive, additional proposals will be requested. Mr. Willis  
66 thinks, given the length of the shorelines and the extent of the issue, going out to bid is a good  
67 idea. Every lake requires maintenance from the water level to the lake maintenance easement.

68 Mr. Cole stated the area measures 20’ by the miles and miles of shoreline.

69 Mr. Marquardt noted that most homeowners are concerned about what they can see.

70 Mr. Cole stated the CDD has many miles of shoreline and some areas in the lake  
71 maintenance easement are being maintained.

72 Discussion ensued regarding the extent of the issues in the areas that are affected.

73 Mr. Marquardt stated the HOA voluntarily cuts the areas the mowers can access.

74 A Board Member expressed concern about homeowners submitting dock applications to  
75 the HOA and suggested a visual inspection before approval due to slope issues.

76 Discussion ensued regarding the dock approval process.

77 Mr. Cole discussed the history of Lake 24, which is the large lake in the middle with the  
78 island, and Lake 21, which is the large lake at the north end. He noted the following:

79 ➤ Lots abutting Lakes 21 and 24 have a swale in the back; water must drain into the swale  
80 and flow through internal lakes, receive treatment and then be discharged into these lakes.

81 ➤ Lakes 21 and 24 are not stormwater lakes, they are permitted and designed as  
82 recreational lakes or receding water lakes.

83 ➤ Some swale areas are not very deep but they are functioning. Some repair work and  
84 inspections were done in areas in the past; at the time, the areas were not too bad. Crawford  
85 alleges that these areas are too rough to access and that might be accurate.

86 ➤ The HOA cut the grasses to allow for the first inspection and it will need to be cut again  
87 for a good inspection to be conducted. A proposal to repair these areas can then be obtained.

88 ➤ Two or three years ago, an area along the northwest side of Lake 24 was identified.  
89 Some erosion is present but it is no worse or different than it was three years ago.

90 Mr. Cole stated Hurricane Ian hit the northeast corner and those repairs were recently  
91 completed. He opined that this erosion can be monitored but it does not require immediate  
92 repair. He noted that the reserves of approximately \$150,000 could be used if the Board  
93 chooses to proceed with the repairs that are needed right now. He thinks it is unlikely that  
94 Stock Development will perform these repairs. He recommended cutting the grass, inspecting  
95 the area and obtaining a proposal for the repairs.

96 Mr. Cole stated, with all the miles and miles of lakes, the HOA must be performing  
97 maintenance. It was agreed that the HOA is performing maintenance. Mr. Cole recalled that  
98 maintenance transitioned from the CDD to the HOA within the last year or so and noted that  
99 the CDD should technically be paying for the maintenance rather than the HOA. Mr. Marquardt  
100 stated the HOA generously indicated that it will maintain those areas as long as they can access  
101 the areas. Mr. Cole noted that the homeowners will pay one way or another, whether to the  
102 HOA or the CDD. He suggested defining which areas the CDD will cut and memorializing the  
103 specifics. Mr. Marquardt suggested a Memorandum of Understanding (MOU).

104 Mr. Willis stated those areas can be identified in the GIS System, color-coding the areas  
105 around the lakes. Ms. Magaldi stated an MOU is acceptable, with a map attached.

106 Ms. Godfrey noted that, once certain areas are fixed, those areas will not present an  
107 access issue.

108 Mr. Willis stated he will begin producing a monthly Lake Audit of selected lakes.

109 Mr. Cole circulated a diagram and discussed dock approval processes. He noted the  
110 need to install a 6" PVC pipe for drainage wherever the dock crosses the swale.

111 A Board Member stated homeowners requesting a dock are asked to follow the  
112 guidelines and specifications of the Master Plan.

113 Mr. Marquardt stated the riprap project on Lake 24 is complete. He and Mr. Bob  
114 Ferguson, along with the vendor, will do a final inspection of the area on October 6, 2023. He  
115 received inquiries about damaged sod. Mr. Mark Sandler stated he is very happy with the  
116 repairs. Mr. Willis stated some sod repairs are needed; in some areas, the grass is stressed and  
117 looks unsightly but, with time and watering, the grass will likely recover.

118 Mr. Marquardt believes Mr. Cole inspected 14737 Woodward Drive; this will be  
119 addressed during Mr. Cole's report.

120

**FOURTH ORDER OF BUSINESS**

**Sunshine Law Refresher**

122

123 Ms. Sanchez provided the following reminders regarding the Sunshine Law:

124 ➤ Board Members can only discuss CDD-related matters amongst themselves at a publicly  
125 held meeting. Individual Board Members can speak with Staff members at any time.

126 ➤ Board Members cannot use a third party to communicate; caution should be used with  
127 social media and text messages. A message cannot be sent via a third party.

128 ➤ Fact finding between two or more Board Members outside of a meeting regarding CDD  
129 matters is a violation of the Sunshine Law.

130 Discussion ensued regarding cautioning against using "Reply All" to CDD emails.

131 Ms. Sanchez stated District Management routinely includes a reminder in its emails  
132 advising Board Members not to use "Reply All". Mr. Willis noted that the key is no discussions  
133 should occur via "Reply All".

134 Discussion ensued regarding the formatting of the meeting invites to Board Members,  
135 the purpose of the CDD, issuance of bonds to fund infrastructure necessary for development,  
136 the eventual repayment of bonds and ongoing maintenance.

137 Ms. Sanchez stated she will provide feedback to District Management.

138

139 **FIFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
140 Statements as of August 31, 2023**

141

142 Mr. Marquardt discussed Field Operations expenditures and noted that, while \$240,000  
143 was budgeted in Fiscal Year 2023, \$295,000 was spent due to unanticipated expenses.

144 Ms. Sanchez noted that Ms. Magaldi will draft rules that the CDD can abide by to  
145 minimize expenses.

146

147 **On MOTION by Mr. Marquardt and seconded by Ms. Godfrey, with all in favor,  
148 the Unaudited Financial Statements as of August 31, 2023, were accepted.**

149

150

151 **SIXTH ORDER OF BUSINESS**

**Approval of September 7, 2023 Public  
152 Hearings and Regular Meeting Minutes**

153

154 The following changes were made:

155 Line 32: Change “Marquart” to “Marquardt”

156 Line 70: Change “sated” to “stated”

157

158 **On MOTION by Mr. Marquardt and seconded by Mr. Inez, with all in favor, the  
159 September 7, 2023 Public Hearings and Regular Meeting Minutes, as amended,  
160 were approved.**

161

162

163 **SEVENTH ORDER OF BUSINESS**

**Other Business**

164

165 A Board Member asked why the lake near Mallard, on the right-hand side exiting the  
166 community, is so much lower than the other lakes. He asked if there is a blocked pipe  
167 preventing the lake from filling.

168 Discussion ensued regarding the depth, location, slope and condition of the lake.

169 Mr. Cole stated, due to location and control elevations, some of the lakes cannot be dug  
170 very deep. He discussed the drought and stated it has been a very dry “wet season” and

171 indicated he will look into it. Mr. Willis noted that Florida has not had such a long, intense  
172 drought since 2012; when intense rains are received during these drought conditions, the water  
173 just runs off, rather than holding and soaking into the ground.

174

175 **EIGHTH ORDER OF BUSINESS**

**Staff Reports**

176

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

178 **I. Draft Stormwater Management Rules and Policies**

179 Ms. Magaldi apologized for the delay and stated the Draft Stormwater Management  
180 Rules and Policies will be presented at the next meeting.

181 This item will remain on the agenda.

182 **B. District Engineer: Bowman Consulting Group LTD**

183 Mr. Cole reported the following:

184 ➤ As indicated in the photos distributed, three houses to the east of Jetty Lane have a rear  
185 swale that drains to a catch basin. Material from one home's pool construction partially blocked  
186 the catch basin and standing water is present as it cannot drain; re-grading is necessary.

187 Mr. Cole discussed the replatting and regrading of Jetty Drive and stated his opinion that  
188 surface drainage in the drainage easement is not the CDD's responsibility.

189 Ms. Magaldi stated the CDD is responsible for maintaining infrastructure and, in her  
190 opinion, this seems to be an above ground issue, which is a direct result of the homeowner.

191 Catch basins, adjacent lots, pool construction, drainage issues, regrading and the  
192 drainage easement, were discussed.

193 Mr. Cole stated the side lot issue is because there is apparently not enough fall between  
194 the high point of the lot to drain to the front, to the street or to the back to the swale. That is  
195 within the drainage easement but, in his opinion, the CDD's maintenance responsibility is the  
196 drainage pipe in the easement and not the above ground grading of the lot.

197 Asked if the CDD should grade the swale, Mr. Cole stated the CDD did not cause the  
198 problem; the first issue was caused by the pool builder and the second was likely because the  
199 builder or Developer did not build the lot correctly to drain to the front or the back of the lot.

200 Ms. Magaldi expressed concern about the CDD setting a precedent by making the  
201 repairs. She noted budgetary concerns and questioned whether the CDD has the easement  
202 rights to do the work.

203 Discussion ensued regarding the lots, drainage and a wider area to the east.

204 Mr. Cole suggested that yard drains could pipe the water to the catch basin rather than  
205 regrading the area. Ground mushiness is related to the grade between the lots; it is likely that  
206 100 other lots have the same problem. He will request proposals for both solutions.

207 The consensus was that this is a maintenance issue.

208 Mr. Inez noted that the street in question is not on the map and asked if the map  
209 program will be accurate. Mr. Willis replied affirmatively; the program updates from the  
210 Property Appraiser every four to six weeks.

211 A property owner asked who is responsible for fixing drainage issues between houses.  
212 Mr. Marquardt thinks it will be the property owners' responsibility. If there is a way the CDD  
213 can engineer it, it would require equipment to cross over that path, as it is the access point, and  
214 then the CDD would need to fix any damage done by equipment used to develop a new drain or  
215 a new swale.

216 The property owner stated Crawford will not replace the sod until a recommendation is  
217 received from the CDD.

218 Asked if Crawford is responsible for replacing sod that was ignored all summer, Mr.  
219 Marquardt replied affirmatively. Property owners are responsible for creating drainage to  
220 alleviate the standing water.

221 Discussion ensued regarding similar issues in which homeowners regraded their lots,  
222 underground French drains to drain into the catch basin, CDD versus property owner  
223 responsibilities and the approval process for repairs and installations within the lake  
224 maintenance easement.

225 Mr. Cole provided his card and offered his assistance.

226 With regard to his previous comments advising residents that they cannot trim shoreline  
227 weeds, Mr. Willis clarified that he was referring to the CDD's littoral shelf, not the lake  
228 maintenance easement area.

229 Mr. Marquardt stated his intention to meet with Lakeshore Enterprises to inspect the  
230 lake work completed at the northeast corner of Lake 24. That includes costs homeowners paid  
231 for riprap.

232 **C. Operations Manager: Wrathell, Hunt and Associates, LLC**

233 **I. Consideration of FL GIS Solutions, LLC, Professional Services Agreement**

234 Mr. Willis presented the FL GIS Solutions, LLC, (FL GIS) Professional Services Agreement,  
235 which is unchanged since it was presented at a previous meeting. The expense was previously  
236 approved and budgeted; the program can be initiated in three weeks and information would be  
237 uploaded on an ongoing basis. The \$12,000 cost is a one-time charge; then, going forward,  
238 services would be on a billable hour basis at a charge of \$100 per hour. Residents would have  
239 access to the system at no charge, training and continuing education would be provided and a  
240 link would be included on the CDD website.

241 Ms. Magaldi stated she will include an Addendum to address public records and the E-  
242 Verify requirements.

243

244 **On MOTION by Ms. Godfrey and seconded by Ms. Wild, with all in favor, the FL**  
245 **GIS Solutions, LLC, Professional Services Agreement, in a not-to-exceed amount**  
246 **of \$12,000 plus additional billable hours as necessary, and authorizing Staff to**  
247 **prepare an Addendum as described, were approved.**

248

249

## 250 II. Monthly Report

251 Mr. Willis reported the following:

252 ➤ Last weekend Superior was treating lakes and an equipment malfunction resulted in  
253 some dye spilling along the road and sidewalk. The areas were pressure washed within a few  
254 hours; the dye was removed with no damage to the roads. The cleanup was at the contractor's  
255 expense. He inspected the area and found no damage to the roads or sidewalks and no  
256 complaints were received.

257 The consensus was that cleanup was satisfactory.

258 ➤ An Operations Report is being developed and will be included in the next agenda. Each  
259 month, a select group of eight to ten lakes will be inspected and a summary and photographs  
260 will be included in the Lake Audit section of the Report. This will create a historical record of  
261 lake conditions.

262 Mr. Willis discussed Superior's service and noted that Superior's responsiveness has  
263 been very good but it will take some time to get the lakes to optimal condition. Sometimes  
264 weeds are cut and some weed treatments take a long time, as in the case of dog fennel, which  
265 has very long roots below ground. Once technicians determine treatment is complete, the  
266 weeds can be cut; the weeds can be unsightly while treatments are underway but the process  
267 requires patience to be successful.



268 Discussion ensued regarding production of a newsletter and examples of how other  
269 CDDs communicate with their residents.

270 Discussion ensued regarding utilizing the GIS maps program at meetings.

271 **D. District Manager: Wrathell, Hunt and Associates, LLC**

272 Ms. Sanchez recalled that, at the last meeting, the Board voted to send a letter to Stock  
273 Development regarding reimbursement to the CDD for payment for the removal of silt screens.  
274 She spoke with Ms. Wild offline and looked up invoices and found only two residences with  
275 Stock Development. No letter was drafted or sent.

276 Ms. Wild stated it involved Stock Development, DR Horton and Ashton Woods  
277 properties. The Stock Development properties totaled less than \$800 so sending a letter did not  
278 make sense.

279 • **NEXT MEETING DATE: December 7, 2023 at 10:30 AM**

280 ○ **QUORUM CHECK**

281 The next meeting will be held on December 7, 2023, unless canceled. After that, the  
282 next meeting will be in February 2024. If necessary, a Special Meeting can be scheduled.

283

284 **NINTH ORDER OF BUSINESS**

**Public Comments**

285

286 Resident Heidi McIntyre asked about SOLitude's maintenance of the preserve area and  
287 stated her belief that SOLitude was spraying the berm, in error, as Crawford treats that area.  
288 Mr. Marquardt stated that is an HOA issue. Mr. Willis noted that SOLitude only performs  
289 maintenance for the HOA, not the CDD.

290 Ms. McIntyre stated she reported a gushing sprinkler. Mr. Willis stated he will follow up  
291 with the HOA.

292

293 **TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

294

295 There were no Supervisors' requests.

296

297 **ELEVENTH ORDER OF BUSINESS**

**Adjournment**

298

299 **On MOTION by Mr. Marquardt and seconded by Ms. Harmon, with all in favor,**  
300 **the meeting adjourned at 11:51 a.m.**

301  
302  
303  
304  
305

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**NAPLES RESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**  
**REPORTS**  
**B**







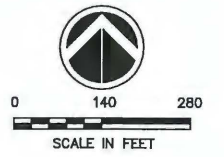








MATCHLINE - SEE SHEET 2



MATCHLINE - SEE SHEET 5

**LEGEND**

L21 - NRC = LAKE # PER PLAT  
(LAKE 21) = (ORIGINAL LAKE #)

- COMMUNITY DEVELOPMENT DISTRICT LANDS
- LAKE TRACTS CONVEYED TO CDD
- PRESERVE TRACTS MAINTAINED BY HOA
- DRAINAGE EASEMENTS AND PIPES MAINTAINED BY CDD
- LAKE LITTORAL AREA

PLAT	REFERENCE
C.H.I	CORAL HARBOR PHASE I
C.P.& B.I.	CRANE POINT & BIMINI ISLE
N.R.C.	NAPLES RESERVE CIRCLE
N.R.I.C.	NAPLES RESERVE ISLAND CLUB
N.R.I	NAPLES RESERVE PHASE I
N.R.II	NAPLES RESERVE PHASE II
N.R.III	NAPLES RESERVE PHASE III
P.C.	PARROT CAY
S.C.	SUTTON CAY

**NOTES:**

1. ALL LAKES, STORMWATER MANAGEMENT PIPING AND PRESERVE SHALL BE MAINTAINED BY THE NAPLES RESERVE HOMEOWNERS ASSOCIATION, INC.
2. THE DEVELOPMENT IS ZONED 'RPUD'.

P:\2013\2013030\201303030-04-CDD-218SERVIC TO HOA\2013\_03\_04\_CDD\_218SERVIC.dwg Plot: 2013-05-29 09:28:22 - 10:18am Plotted by: hdb

LETTER	REVISIONS	DATE
	ADDED WCS's & WQS's	5/22

**NAPLES RESERVE**

DESIGNED BY W.W.B.	DATE 2/21
DRAWN BY W.W.B.	DATE 2/21
CHECKED BY W.T.C.	DATE 2/21
VERTICAL SCALE N/A	HORIZONTAL SCALE 1"=140'



950 Encore Way  
Naples, FL. 34110  
Phone: (239) 254-2000  
Florida Certificate of  
Authorization No.1772

**CDD DRAINAGE EASEMENTS  
and LAKE CONVEYANCE MAPS**

THESE DRAWINGS ARE NOT APPROVED FOR CONSTRUCTION UNLESS SIGNED BELOW:	REFERENCE NO. SEE PLOTSTAMP	DRAWING NO. 5008-04
DATE	PROJECT NO. 2013.030	SHEET NO. 4 OF 5







**NAPLES RESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**  
**REPORTS**  
**CI**



**Wrathell, Hunt and Associates, LLC**

TO: Naples Reserve CDD Board of Supervisors

FROM: Shane Willis – Operations Manager

DATE: December 7, 2023

SUBJECT: Status Report – Field Operations

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**SUPERIOR WATERWAYS (aeration):** Nothing significant to report, maintenance is ongoing and progress continues to be made on improving the District's lake banks.

**MISCELLANEOUS:**

- 10/11/23 – Reviewed drainage issue on Laguna Springs, report included in agenda
- 10/19/23 – Property tour conducted to review Superior Waterways progress
- 11/7/23 – Resident on Laguna Springs called about fire danger related to littoral plantings, he also stated that Staff had never contacted him back. Multiple attempts to contact and leave messages were unsuccessful.
- 11/8/23 – Reviewed landscaping needs and responsibilities on District Lake banks not currently being serviced, report included in the agenda.

**NAPLES RESERVE**  
**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**  
**REPORTS**  
**D**

**NAPLES RESERVE COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE**

**LOCATION**

*Island Club at Naples Reserve, 14885 Naples Reserve Circle, Naples, Florida 34114*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 5, 2023</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>December 7, 2023</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>February 1, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>March 7, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>May 2, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>June 6, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>August 1, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>September 5, 2024</b>	<b>Regular Meeting</b>	<b>10:30 AM</b>