

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

The Board of Supervisors of the Naples Reserve Community Development District held a Regular Meeting on August 3, 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
Gregory Inez	Assistant Secretary
Anna Harmon	Assistant Secretary

Also present were:

Jamie Sanchez	District Manager
Shane Willis	Operations Manager
Meagan Magaldi	District Counsel
Terry Cole	District Engineer
Alan Jowersch (via telephone)	Carr, Riggs & Ingram
Andy Nott	Superior Waterway Services
Joe Vasquez	Aquatic Weed Control Inc.
Heidi McIntyre	Resident
Ms. Doyle (via telephone)	Resident
Lisa Wald	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:30 a.m. Supervisors Marquardt, Harmon, Inez and Godfrey were present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Chair's Opening Remarks

There were no opening remarks.

**Acceptance of Resignation of Supervisor
Charlene Hill [SEAT 1]; *Term Expires
November 2024***

Ms. Sanchez presented Ms. Charlene Hill's resignation letter.

**On MOTION by Mr. Marquardt and seconded by Ms. Godfrey, with all in favor,
the Supervisor Charlene Hill's resignation, dated July 12, 2023, was accepted.**

FIFTH ORDER OF BUSINESS

**Consider Appointment of Qualified Elector
to Fill Unexpired Term of Seat 1**

Ms. Sanchez distributed Ms. Lisa Wild's resume. Ms. Godfrey nominated Ms. Lisa Wild to fill Seat 1. No other nominations were made.

**On MOTION by Mr. Godfrey and seconded by Ms. Harmon, with all in favor,
the appointment of Ms. Lisa Wild to Seat 1, was approved.**

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in a separate package)**

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Lisa Wild. She provided and briefly described 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**

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04,
Designating Certain Officers of the District,
and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2023-04. Ms. Godfrey nominated the following slate:

Thomas Marquard

Chair

Deborah Lee Godfrey	Vice Chair
Gregory Inez	Assistant Secretary
Anna Harmon	Assistant Secretary
Lisa Wild	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Ms. Godfrey and seconded by Mr. Marquardt, with all in favor, Resolution 2023-04, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

- **Presentation of Audited Financial Statements for the Fiscal Year Ended September 30, 2022, Prepared by Carr, Riggs & Ingram, LLC**

This item, previously the Tenth Order of Business, was presented out of order.

Mr. Alan Jowersch presented the Audited Financial Report for the Fiscal Year Ended September 30, 2022 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit. He explained that the CDD is in a mature phase wherein its assets are depreciating and assessments are being collected to pay down the debt. Asked if the conveyance of the infrastructure to the County makes Fiscal Year 2022 an outlier year, Mr. Jowersch replied yes, unless another phase is proposed and commences, additional conveyance of infrastructure to other governments is not likely; however, there will be continued depreciation, over time, as assets are utilized and maintained. Asked what was conveyed to the County, Mr. Jowersch stated \$5 million worth of utilities, earthwork and clearing were turned over to Collier County.

- **Consideration of Resolution 2023-05, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2022**

This item, previously the Eleventh Order to Business, was presented out of order.

On MOTION by Mr. Marquardt and seconded by Mr. Inez, with all in favor, Resolution 2023-05, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2022, was adopted.

- **Consideration of Lake Maintenance Proposals/Agreements**

This item, previously the Ninth Order of Business, was presented out of order.

Mr. Willis stated both vendors were vetted, have good reputations in the aquatic field, have visited the property and are well-qualified to serve the community.

- A. **Aquatic Weed Control, Inc., Proposal for 22 Waterways**

Mr. Vasquez stated Aquatic Weed Control (AWC) was established 31 years ago and is headquartered in Orlando, with offices throughout Florida. He discussed AWC's qualifications and client list and noted that all AWC technicians are licensed.

- **Brochure**

Mr. Vasquez responded to questions regarding what he believes is the CDD's main aquatic issue, weed removal, herbicides, the length of time it will take to clean up the lake banks and the number of technicians that will be assigned to the property.

- B. **Superior Waterway Services, Inc., Aquatic Management Agreements**

- I. **Full Lake**

- II. **Shoreline**

Mr. Nott stated Superior Waterway Services (SWS) has been in business for 23 years, he has 21 years of experience and has serviced several developments in the area. He noted SWS' locations, staffing and treatment plan for lake bank erosion, weeds and spraying schedule. Regarding why the proposal distributed differs from the one in the agenda, Mr. Willis stated Staff requested a revised proposal from SWS, which was provided prior to the meeting.

The vendor representatives left the room.

Mr. Willis discussed changes in SOLitude's staff and level of service and recommended terminating the SOLitude contract and accepting one of the two proposals presented. He noted that SWS previously agreed to uphold SOLitude's pricing.

The Board and Staff discussed terminating the SOLitude contract, which vendor would best serve the community, current compliance status, prices, remediation, erosion, adjusting the budget, assessment increases and mailed notices to property owners.

On MOTION by Mr. Marquardt and seconded by Ms. Godfrey, with all in favor, terminating SOLitude and authorizing Staff to send a 30-day Notice of Termination, was approved.

On MOTION by Ms. Godfrey and seconded by Mr. Inez, with all in favor, the awarding the Lake Maintenance Services contract to Superior Waterway Services, subject to a revised proposal and upholding the prior contractor's pricing until December 2023, was approved.

Ms. Sanchez confirmed that, starting December 1, 2023, the monthly lake maintenance rate will be \$6,375 and the revised contract will include aeration.

SEVENTH ORDER OF BUSINESS

Discussion: Downspouts

Mr. Cole presented the Verona Walk HOA and CDD Procedures and Guidelines for Sediment Control, Water Diversion and Infrastructure Restoration. Verona Walk has not had the level of erosion that the CDD has, despite high water fluctuation between the dry and wet seasons, like the CDD, which is more susceptible to erosion. Mr. Willis stated he prefers the downspout connected to the lake instead of yard drains because it eliminates runoff erosion. Mr. Cole recommended installing downspout piping all the way to the lake to combat erosion.

Discussion ensued regarding water levels, erosion/drainage issues, prior riprap repairs, if CDD funds can be used to install downspouts, a newsletter and partnering with the HOA to address the issues.

Ms. Magaldi will provide rulemaking policy options. Mr. Cole will provide the option used in Bonita National. Mr. Cole and Mr. Willis will work on the design and obtain proposals. Mr. Marquardt will prepare and send a newsletter to residents before the next meeting.

This item will be included on the next agenda.

EIGHTH ORDER OF BUSINESS

Discussion: Lake Bank Erosion Repairs by CDD/Resident

This item was addressed during the Seventh Order of Business.

NINTH ORDER OF BUSINESS

Consideration of Lake Maintenance Proposals/Agreements

This item was presented following the Sixth Order of Business.

TENTH ORDER OF BUSINESS

Presentation of Audited Financial Statements for the Fiscal Year Ended September 30, 2022, Prepared by Carr, Riggs & Ingram, LLC

This item was presented following the Sixth Order of Business.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2022

This item was presented following the Sixth Order of Business.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

Asked if there will be an additional increase in the Engineering fee before the end of the budget year, Mr. Cole replied affirmatively.

Discussion ensued regarding the projected fund balance for Fiscal Year 2023, verbiage for the newsletter, downspout repair costs and a geotube installation.

On MOTION by Mr. Inez and seconded by Mr. Marquardt, with all in favor, the Unaudited Financial Statements as of June 30, 2023, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of June 1, 2023 Regular Meeting Minutes

On MOTION by Ms. Godfrey and seconded by Mr. Inez, with all in favor, the June 1, 2023 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Other Business

There was no other business.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

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

Ms. Magaldi reported on encroachment agreements that she is working on, including which ones were approved and recorded with the County and which ones are pending.

B. District Engineer: Bowman Consulting Group LTD

Mr. Cole reviewed emails he received involving construction of an outdoor kitchen near a pool on Lot 62, which caused encroachment issues. In April, he commented that landscaping and irrigation plans on a property in an easement requires an Easement Use Agreement.

Discussion ensued regarding a balcony request, plumbing for the outdoor kitchen, the pool deck, the homeowners’ landscaping plan and the County.

Mr. Cole reported that six pipes need to be cleaned out and presented a proposal to remove silt and maintain the pipes.

On MOTION by Mr. Marquardt and seconded by Ms. Harmon, with all in favor, the Sewer Viewer proposal, in the amount of \$4,780, was approved.

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

- **Monthly Report**

Mr. Willis presented the August Field Operations Report.

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

- **NEXT MEETING DATE: September 7, 2023 at 10:30 AM [Fiscal Year 2024 Budget Adoption Hearing]**
 - **QUORUM CHECK**

SIXTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

SEVENTEENTH ORDER OF BUSINESS

Supervisors’ Requests

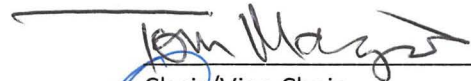
There were no Supervisors’ requests.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Marquardt and seconded by Ms. Wild, with all in favor, the meeting adjourned at 12:21 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair