

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

The Board of Supervisors of the Naples Reserve Community Development District held a Regular Meeting on January 8, 2025 at 10:00 a.m., at the Island Club at Naples Reserve, 14885 Naples Reserve Circle, Naples, Florida 34114.

**Present were:**

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

**Also present:**

Jamie Sanchez	District Manager
Shane Willis	Operations Manager
Meagan Magaldi	District Counsel
Terry Cole (via telephone)	District Engineer

**Residents present:**

Mike Michaels	Sue Michels	Ben Garfunkel	Heidi McIntyre
Mary Oestmann	Jim Oestmann		

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:02 a.m. Supervisors Marquardt, Wild, Godfrey, Harmon and holdover Supervisor Inez were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Ms. Sanchez reviewed the procedures for public comments. The Board agreed with the recommendation to open public comments and allow residents to speak on a matter during that specific agenda item.

No members of the public spoke.

**THIRD ORDER OF BUSINESS****Chair's Opening Remarks**

This item was presented following Item 17C.

**FOURTH ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors [Lisa Wild – Seat 1, Deborah Godfrey – Seat 3] (the following will also be provided in a separate package)**

Ms. Sanchez stated that the Oath of Office was administered to Ms. Lisa Wild and Ms. Deborah Godfrey and the following were explained prior to the meeting:

- A. Required Ethics Training and Disclosure Filing**
  - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01, Declaring a Vacancy in Seat 4 of the Board of Supervisors Pursuant to Section 190.006(3)(B), Florida Statutes; and Providing for Severability Conflicts and an Effective Date**

Ms. Sanchez presented Resolution 2025-01. She stated that Mr. Inez did not file to run for his seat during the candidate qualifying period, due to an oversight. Mr. Inez currently sits as a holdover Board Member until a vacancy is declared and the Seat is filled. He and another resident expressed interest in filling Seat 4, once it is declared vacant; however, the other resident did not submit a resume or letter of interest, as instructed. The Board can nominate Mr. Inez or any other Qualified Elector to fill the vacant seat.

Mr. Marquardt stated that the other resident understood Mr. Inez not qualifying for Seat 4 was an oversight and that he would like to seek re-appointment to the Board. As the other candidate is interested in joining the Board at some point, Mr. Marquardt recommended

she submit a resume to keep on file, should a vacancy occur. Several other Board Members stated they too spoke to the other interested candidate.

Discussion ensued regarding implementing a process of automatically informing residents of an impending open Board seat, via e-blast, newsletter or Facebook post.

Mr. Marquardt was asked to add the Board Members' contact information to the newsletter.

**On MOTION by Mr. Marquardt and seconded by Ms. Godfrey, with all in favor, Resolution 2025-01, Declaring a Vacancy in Seat 4 of the Board of Supervisors Pursuant to Section 190.006(3)(B), Florida Statutes; and Providing for Severability Conflicts and an Effective Date, was adopted.**

#### **SIXTH ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector to Fill Seat 4 Vacancy; Term Expires November 2028**

Mr. Marquardt nominated Mr. Gregory Inez to fill Seat 4. No other nominations were made.

**On MOTION by Mr. Marquardt and seconded by Ms. Godfrey, with all in favor, the appointment of Mr. Gregory Inez to fill Seat 4, was approved.**

#### **▪ Administration of Oath of Office to Newly Appointed Supervisor**

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Gregory Inez.

#### **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2025-02. Mr. Inez nominated the following:

Chair	Thomas Marquardt
Vice Chair	Deborah Lee Godfrey
Secretary	Craig Wrathell
Assistant Secretary	Anna Harmon

Assistant Secretary

Gregory Inez

Assistant Secretary

Lisa Wild

No other nominations were made.

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

Assistant Secretary

Cindy Cerbone

Assistant Secretary

Jamie Sanchez

Treasurer

Craig Wrathell

Assistant Treasurer

Jeffrey Pinder

**On MOTION by Mr. Inez and seconded by Ms. Harmon, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

▪ **Discussion: 14358 Laguna Springs Lane – Spike Rush**

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

Mr. Marquardt stated that Mr. Nott was asked to trim the littorals behind the Michels residence, as they were not aware of future line-of-site issues when they installed the infinity pool. The Board must decide whether to continue making an exception for the Michels' or develop a policy, since more residents are now making similar requests.

Residents Mike and Sue Michels reviewed the photographs in the agenda showing the view prior to and after constructing the pool and stated they would never have considered spending that amount of money for an infinity edge pool if they knew this would occur. They are asking for the littorals to be removed not only manually but also to be sprayed.

Mr. Willis discussed the purpose and benefits of littorals, which the CDD is required to plant under Florida Law. He stated that the Board can initiate a policy, with exceptions for infinity pools, like in other CDDs he manages; this would require setting limits to avoid violating its stormwater permit and adding exemption areas to the Superior Waterways Aquatics Management Agreement.

Further discussions of this item continued following the Eighth Order of Business.

**EIGHTH ORDER OF BUSINESS**

**Discussion: 14292 Laguna Springs**

Ms. Sanchez presented Ms. Wild's email and photos about the resident requesting approval to install a floating dock, which would require removing existing littorals. Mr. Willis stated that this request differs from the prior request, in that it is a permanent removal instead of removing littorals during the construction process, which will eventually grow back.

Discussion ensued regarding making exemptions and a suggestion to require the homeowner to pay the associated costs, as this would be an unbudgeted expense.

The consensus was to defer this item until the resident or dock vendor can provide a survey, construction plans and project details at a CDD meeting.

▪ **Continued Discussion: 14358 Laguna Springs Lane – Spike Rush**

Discussion ensued regarding whether to establish a policy specific to infinity pools or incorporate exemptions into the Superior Waterway's contract.

It was noted that all CDD littorals are governed by the South Florida Water Management District (SFWMD) so the CDD must make ensure the CDD's environmental permit, which dictates what is required, does not fall out of compliance.

**On MOTION by Mr. Marquardt and seconded by Ms. Wild, with all in favor, authorizing removal of spike rush behind the property line of 14358 Laguna Springs Lane, via chemical treatment and amending the Superior Waterway Services, Inc. Agreement to reflect the change, was approved.**

**NINTH ORDER OF BUSINESS**

**Discussion: 14336 Neptune Avenue**

Ms. Sanchez presented the documents from Ms. Wild and Mr. Hernandez requesting an Easement Use Agreement (EUA) to correct a 2021 encroachment issue and in order to close out the permit. Ms. Magaldi stated the CDD's Encroachment Agreement must be executed.

**On MOTION by Mr. Marquardt and seconded by Ms. Wild, with all in favor, entering into an Encroachment Agreement with the homeowner of 14366 Neptune Avenue, was approved.**

**TENTH ORDER OF BUSINESS**

**Discussion: 14646 Tropical Drive**

Ms. Sanchez stated that the Design Review Committee (DRC) is requiring the homeowner to obtain an Encroachment Agreement from the CDD to install a French drain that

will encroach into the CDD's Lake Maintenance Easement. Mr. Marquardt asked if the CDD would be accepting any responsibility, if approved. Mr. Willis replied no; however, CDD Staff should make sure the materials are buried deep enough to withstand maintenance vehicles. The Board agreed with Mr. Willis' suggestion to approve this and future requests, subject to homeowners using the CDD schematics for installing French drains, which he will re-send to the HOA.

This item was deferred while Staff prepares the CDD Encroachment Agreement to present at the next meeting.

**ELEVENTH ORDER OF BUSINESS**

**Discussion: 14358 Laguna Springs Lane – Spike Rush**

This item was presented following the Seventh Order of Business.

**TWELFTH ORDER OF BUSINESS**

**Discussion: HOA Fence in Easement**

Ms. Sanchez stated that the HOA's only response to the Board's directive that everyone should follow the normal procedures that a resident would, was "Got it, okay". Recalling that she was designated to work with the HOA on this matter, Ms. Wild stated the HOA decided on three options; 1) leave the fence the way it is now, as it prevents a security issue, 2) remove the fence, or 3) have the fence follow the water line; Options 1 and 2 would require executing a CDD Encroachment Agreement.

Discussion ensued regarding the CDD Board establishing grounds to remove sections of the fence as the lake water levels rise and fall and the HOA incurring the associated costs and provide the survey to the CDD.

This item was deferred while the CDD Encroachment Agreement is prepared and when an HOA Board Member can attend the next meeting.

**THIRTEENTH ORDER OF BUSINESS**

**Ratification of Encroachment Agreement  
[Ronald J. D'Aprile and Elaine D'Aprile, as  
Trustees of the D'Aprile Family Trust -  
14880 Edgewater Circle]**

**On MOTION by Mr. Godfrey and seconded by Mr. Inez, with all in favor, the Encroachment Agreement with the Ronald J. D'Aprile and Elaine D'Aprile, as Trustees of the D'Aprile Family Trust, owners of the property at 14880 Edgewater Circle, to construct and maintain a fence and related improvements, was ratified.**

**FOURTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of November 30, 2024**

As the last CDD meeting was in September 2024, Ms. Godfrey asked Ms. Sanchez to provide the 2024 Fiscal Year end statements at the next meeting. She asked when she expects to receive the Audited Financial Report. Ms. Sanchez stated the audit must be completed and submitted to the State each year by June 30<sup>th</sup>.

**On MOTION by Ms. Godfrey and seconded by Mr. Marquardt, with all in favor, the Unaudited Financial Statements as of November 30, 2024, were accepted.**

**FIFTEENTH ORDER OF BUSINESS****Approval of September 12, 2024 Public Hearing and Regular Meeting Minutes**

The following change was made.

Lines 36 and 198: Change "Gallen" to "Galley".

**On MOTION by Mr. Marquardt and seconded by Ms. Harmon, with all in favor, the September 12, 2024 Public Hearing and Regular Meeting Minutes, as amended, were approved.**

**SIXTEENTH ORDER OF BUSINESS****Other Business**

Ms. Godfrey asked if the recent lake remediation project in Crane Point is under warranty, as she believes erosion is still occurring in certain areas. Mr. Marquardt recalled areas that were re-graded and re-sodded in order to continue maintenance. He will have the area inspected to determine if there is erosion. Ms. Sanchez stated she will email Mr. Cole.

**SEVENTEENTH ORDER OF BUSINESS****Staff Reports**

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

Ms. Magaldi stated she will update the training memorandum to send to the Board.

Mr. Willis stated that Mr. Nott is onsite monitoring his team.

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

There was no report.

**Mr. Cole rejoined the meeting via telephone at 11:16 a.m.**

Regarding if the lake remediation project in Crane Point is still under warranty, Mr. Cole recalled doing several phases of work at Laguana Springs; he would have his Inspector inspect the area and report his findings at the next meeting.

Regarding earlier discussions on littorals, etc., Mr. Cole stated he emailed the littoral map to Mr. Willis and Ms. Sanchez that shows where the littorals are supposed to be according to the plans and the base for the area required. The email will be forwarded to the Board.

**C. Operations Manager: Wrathell, Hunt and Associates, LLC****▪ Monthly Report**

There was no report.

Mr. Willis stated that, once he and Mr. Nott complete the annual lake audit scheduled for the end of the month, he will forward it to Mr. Cole to review and use it to base any lake bank restoration projects, which would need to commence prior to the rainy season and Staff working on the budget.

Discussion ensued regarding Board Member comments about the new vendor's performance, District Staff prioritizing lake restoration projects that most likely will start with Lake 17 and Lake 9 and determining how it fits into the \$150,000 budget.

**▪ Chair's Opening Remarks**

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

Mr. Marquardt posed the following questions:

- Who is responsible for tree removal in the Lake Maintenance Easement (LME)? Mr. Willis stated it is typically the HOA, as the CDD did not plant any trees in the LME.
- Who is responsible for spraying for midge flies. Mr. Willis stated that treating adult flies is costly and noted that breeding occurs twice a year and they have a life-span of three to five weeks. By the time it becomes a problem the CDD most likely will miss the chance to schedule treatments.



➤ Are the CDD lakes and rivers capable of handling a 100-year storm event or does Mr. Cole have any concerns, given the number of hurricanes that occurred this year. Mr. Cole replied no and noted the water management systems are designed and permitted to cap the roads; it will not be over the top of the water during a 25-year three-day storm with about 12" of rain. The finished elevations of the homes are designed to be the higher of the FEMA flood elevation or of the 100-year zero discharge storm elevation. Mr. Willis stated the system is designed to flood the road, which is considered a secondary storage system; it would take a lot to get to the level of flooding the homes.

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

- **NEXT MEETING DATE: February 13, 2025 at 10:00 AM**
  - **QUORUM CHECK**

**EIGHTEENTH ORDER OF BUSINESS**

**Public Comments**

A resident asked who is responsible for removing tree stumps, stones and debris at the waters edge. Mr. Willis stated it is the CDD's responsibility. He noted that the CDD tries to keep the stormwater system and preserves in a natural state. He asked the resident to email the information to pass onto Mr. Nott.

**NINETEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisors' requests.

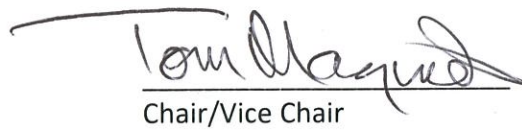
**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Godfrey and seconded by Ms. Harmon, with all in favor, the meeting adjourned at 11:33 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair