

MINUTES OF MEETING

The following is a summary of the discussions and actions taken at the Port of the Islands Community Improvement District (CID) Board of Supervisors Meeting.

PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT

The meeting of the Board of Supervisors of the Port of the Islands Community Improvement District was held Friday April 19, 2019 at 9:00 a.m. at the Orchid Cove Community Center on 25005 Peacock Lane in Naples, Florida 34114.

Present and constituting a quorum were:

Tony Davis	Chairman
Russell Kish	Vice Chairman
Norine Dillon	Assistant Secretary
Teri O'Connell	Assistant Secretary
Kathryn Kehlmeier	Assistant Secretary

Also present were:

Cal Teague	District Manager
Dan Cox	District Attorney
Ron Benson	District Engineer
Jeremy Fisher	Florida Utility Solutions (FUS)
Robert Soto	Soto's Lawn Service
Residents	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called roll. All Board members were present. Also present were Jeremy Fisher from Florida Utility Solutions, Robert Soto from Soto's Lawn Service, District Attorney Dan Cox and District Engineer Ron Benson.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was presented with the addition of 10. E. Notification of Registered Voters.

On MOTION by Chairman Davis, seconded by Supervisor Kehlmeier, with all in favor, the Agenda was approved as amended.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being none, the next Order of Business followed.

FOURTH ORDER OF BUSINESS

Approval of Meeting Minutes

A. Regular Meeting Minutes from March 15, 2019

The Meeting Minutes were presented with a change noted to line 245, than instead of then.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the Regular Meeting Minutes for March 15, 2019 were approved as amended.

FIFTH ORDER OF BUSINESS

Assessment Rules Public Hearing

The Board voted to open the Public hearing at 9:03 am.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the Public Hearing is open.

The District Manager asked if there were any comments and there were none. The Public Hearing is for the changes regarding the General Fund. The Board voted to close the Public Hearing at 9:05 am.

On MOTION by Supervisor Kehlmeier, seconded by Chairman Davis, with all in favor, the Public Hearing is closed.

There was a lot of discussion regarding this topic, but the Board had difficulty deciding what to do. They don't want to have to monitor the docks. If the Board wants to make any changes to the Boat ERC's for the upcoming Fiscal Year, then they must be done by the May meeting when the tentative Budget is approved. The Board is trying to decide how boat assessments should be charged and what boat owners should be charged based on size of boat and whether they use water only or water and sewer. The Board wants to treat boats that use sewer, water and electricity like RV's because individuals can live in these boats. The Board agreed to have Supervisor Kehlmeier and the District Engineer get together and take table 4 and adjust it. At next month's meeting the Board will look at table 4 and see which boats will get a rate increase and which ones won't. The Board agreed that 'Exhibit A' needs to be revised for the Agenda next month to show .4 for the General Fund for all boats. The Board had difficulty deciding how to charge for water and sewer and as such agreed to continue the hearing at next month's meeting.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the Public Hearing will continue at next month's meeting.

SIXTH ORDER OF BUSINESS

Public Hearing for Adoption of Resolution 2019-02

This item will be continued along with the Public Hearing, to next month's meeting.

SEVENTH ORDER OF BUSINESS

Communications

There being none, the next Order of Business followed.

EIGHTH ORDER OF BUSINESS

Old Business

A. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Mr. Soto was present and gave his verbal report. Mr. Soto reported that he ordered valve covers. He asked about the summer beautification for the entrances, as to where the beautification should happen. He is concerned about the areas with no water. His idea was to look into plants that don't need water for those areas with no water. Mr. Soto also asked if the Board was considering storm preventative treatment, such as palm tree trimming for hurricane season.

ii. Irrigation Concerns

Mr. Soto reported there would be a lot to get done over the summer and that he will present estimates in the coming months for items such as the summer beautification and the storm preventative items for hurricane season.

iii. Any proposals to be considered

Estimate 2956 was presented for the installation of plants for \$1,112.40. This is for an area on Mr. Soto's report that had dead plants and an area where there is an electrical timer box that needs to be hidden by plants.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, estimate 2956 was approved.

B. Drainage System Cleaning and Maintenance Plan

The District Manager notified the Board that the Field Manager and the District Engineer have not been able to get together on this topic yet, but they will soon. It was discussed that they will be getting together towards the end of the month. Therefore, there is nothing to report on this topic currently.

C. Fire Hydrant Painting Update

The Fire Department has cleaned and greased 25 hydrants. Another 25 will get done next week. They have been exercising all the caps to make sure they work as they should. The Fire Department is doing about 25 a week and should be pressure washing and painting within a few weeks.

D. CMAC Agreement Termination

The President of CMAC, Clifford MacMorris, came to address the Board again and to present a letter with new rules and guidelines for the club. Mr. MacMorris also presented a whole new runway, to get their flight paths as far away from the water and sewer plants as possible. He also handed out to the Board an insurance document showing the CID as being covered as well as CMAC, in case of any future incidents. The Board agreed to allow CMAC to keep their agreement with the CID given the changes they've implemented and presented, contingent on legal approval.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the CMAC agreement will not be terminated, contingent on legal approval.

NINTH ORDER OF BUSINESS

New Business

There being none, the next Order of Business followed.

TENTH ORDER OF BUSINESS

Manager's Report

A. Financial Statements for period ending March 31, 2019

The financials were presented, discussed and accepted.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the financials for period ending March 31, 2019 were accepted.

B. Utility Billing Updates

The District Manager presented a delinquent accounts sheet. These delinquent accounts are mostly from former renters, from as long as two years ago. Mr. Teague discussed with the Board the possibility of writing these accounts off. That way the system stops carrying over the balances and tacking on late fees, as the majority of these balances are late fees. The Board voted to write them off.

On MOTION by Chairman Davis, seconded by Supervisor Kehlmeier, with all in favor, the Board voted to write off these delinquent accounts.

The District manager reported that the utility bills went out and that they just did the re-reads. The District Manager also reported that utility billing is getting a lot smoother and there weren't any issues.

C. Website ADA Compliance Update

The District Manager reported that the contractor is designing POI's website first and it is looking good so far. Everything should be done by the end of July.

D. Fiscal Year 2020 Budget Review

The District Manager reported that at the next meeting the Board will establish a Public Hearing with a Resolution. Also, staff will have to start sending out mailed notices for the boat dock assessment increases. The Budget was presented by the District Manager and discussed briefly by the Board of Supervisors. It was discussed that the Water Sewer Fund owes the General Fund more than \$344,000 which is not expected to be paid back.

E. Notification of Registered Voters

The District Manager notified the Board that there are 550 registered voters in the community.

ELEVENTH ORDER OF BUSINESS

Field Manager

A. Field Report for April

The Field Report for April was presented and reviewed by the Board. The District Manager reported that the Field Manager finished painting the stop bars this weekend. The Board asked if Mr. Pepin would be doing the bike lane lines as well as they are quite faded. Mr. Pepin is to get an estimate for this work and get an estimate for higher quality reflective paint (thermoplastic paint) as well as the same kind of paint used last time. The Board would also like Mr. Pepin to get an estimate to repair the asphalt where there is an irrigation issue on page 52 of his report.

i. Other follow-up items

There being none, the next Order of Business followed.

TWELVTH ORDER OF BUSINESS

Utility Operations

A. Utility Operations Report for April

Jeremy Fisher gave his report to the Board. Mr. Fisher stated that everything is going well, the meters were read last week and about 30 meters were changed out.

THIRTEENTH ORDER OF BUSINESS

Engineer's Report

District Engineer Ron Benson was in attendance and discussed the project he is working on with the Field Manager. They are shooting for April 30th to have Mr. Benson's survey crew go through POI and take measurements with Mr. Pepin. They'll determine how much dirt needs to be removed and flag those locations as well as take notes of those locations. The Field Manager will be taking digital pictures when the stakes are put into the ground in case any residents remove these flags.

FOURTEENTH ORDER OF BUSINESS

Attorney's Report

A. Parcel 13 Water Frontage

District Attorney Dan Cox was in attendance to give the Board his report. Mr. Cox stated that the County responded to Mr. Teague's letter and they will be meeting next Thursday, the 2nd of May.

Mr. Cox also stated for Board consideration, that the Orchid Cove lots could be purchased as a tax sale.

FIFTEENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comments

Supervisor Dillon asked about the code enforcement complaint regarding the Dormitory.

SIXTEENTH ORDER OF BUSINESS

Audience Comments

There being none, the next Order of Business followed.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

There being no further Orders of Business, the meeting was adjourned at 11:20 a.m.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the meeting was adjourned at 11:20 a.m.

The next Meeting will occur on May 17, 2019 at 9:00 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman