

**MINUTES OF 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 February 15, 2019 at 9:00 a.m. at the Orchid Cove Community Center, 25005 Peacock Lane, Naples, Florida 34114.

Present and constituting a quorum were:

J. Anthony Davis	Chair
Russell Kish	Vice Chair
Norine Dillon	Assistant Secretary
Teri O'Connell	Assistant Secretary
Kathryn Kehlmeier	Assistant Secretary

Also present were:

Cal Teague	District Manager
Dan Cox	Attorney
Ron Benson	Engineer
Mitch Gilbert	Florida Utility Solutions (FUS)
Residents	

The following is a summary of the discussions and actions taken at the February 15, 2019 Port of the Islands Community Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called the roll. All Board members were present. Mitch Gilbert from Florida Utility Solutions, Robert Soto from Soto's Lawn, Attorney Dan Cox and Engineer Ron Benson were also present for today's meeting.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was presented with the only change being to move Agenda Item #12 to Item #5.

On MOTION by Chair 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

The Regular Meeting Minutes of the January 18, 2019 meeting were presented with changes noted to lines 65, 151 and 153.

On MOTION by Supervisor Dillon seconded by Chair Davis with all in favor, the Regular Meeting Minutes for January 18, 2019 were approved as amended.

FIFTH ORDER OF BUSINESS

Communications

A. Appeal for Paragliding

A request for reconsideration on a trial basis was received with the Board voicing no support for reconsideration of their prior decision. Supervisor Dillon stated that while originally she had no problem with this, she considered the fact that it would not be possible to limit access to residents only a problem.

SIXTH ORDER OF BUSINESS

Old Business

A. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Mr. Soto gave his verbal report. Several of the Board members reported not receiving the report prior to today's meeting. Mr. Soto reported that his Internet was down. Therefore, review of the inspection report was as follows:

- The mulch will be put down next week.
- Question was raised as to whether Well Road is included in the original contract bid price, which will be researched.

ii. Irrigation Concerns

Mr. Soto reported that the work on the already approved estimates will continue next week.

iii. Any proposals to be considered

- a. Proposal #2783 was presented from Soto Lawn

On MOTION by Chair Davis seconded by Supervisor Kehlmeier with all in favor, Proposal #2783 from Soto Lawn in the amount of \$2,300 was approved with the stipulation that the work not be done until after April 15, 2019.

- b. Proposal #2846 from Soto Lawn was also presented

On MOTION by Supervisor Dillon seconded by Chair Davis with all in favor, Proposal #2846 from Soto Lawn in the amount of \$2,286.75 was also approved.

B. Drainage System Cleaning and Maintenance

Mr. Soto and the Field Manager met and walked the areas of concern, which included not having had the elevations identified by the Engineer, a concern shared by the Field Manager as well. Mr. Soto gave an estimate of approximately \$850. Therefore, staff will put together a drainage plan with corresponding costs for presentation at the next meeting. The Engineer will also provide an estimate for the cost of placing survey stakes to determine the proper elevations.

C. Dormitory ERC Sales Agreement

It was reported that the developer is still not proceeding with this project. The District Manager reported, however, that he was assured by the developer that they would clean this up. He further reported filing a code complaint to ensure that it does in fact get done.

D. R.O.W. Easement Discussion/Update

Engineer Benson again reported having all the needed information. Staff will attempt to get the engineering costs for the time he has invested paid for.

E. Fire Hydrant Painting Update

Chair Davis reported that the fire department will be beginning this project anytime now.

SEVENTH ORDER OF BUSINESS

New Business

A. Assessment/ERC Issues

The Board reviewed the handout, which was passed out by the District Manager, identifying several inconsistencies in the assessment roll as well as confusion on the new assessments for the boat docks. After extensive discussion, the Board agreed as follows:

- General Fund Assessments for single family, condo, and hotel room living units will all be 1 full ERC for operations and maintenance except for the boat docks, which will be the same as the Water/Sewer ERC rate. This rate is that which was approved last year.
- The boat docks with water service only, will remain as is at 0.08 for both General Fund and Water/Sewer if less than 40' in length.
- Boat docks less than 40' in length receiving both water and sewer will be assessed at 0.2 for both general fund and water/sewer assessments.
- Boat docks greater than 40' will be assessed at 0.4 for both general fund and water/sewer assessments.
- A Public Hearing for Rule Making was set for April 19, 2019.

On MOTION by Supervisor Dillon seconded by Supervisor Kish with all in favor, setting of a Public Hearing for Rule Making was approved for April 19, 2019.

A. Well #1 Flow Meter Replacement

Mr. Gilbert reported that this is in but has not been installed yet.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Storm Loss Reimbursement

The District Manager reported that this is still pending. The possibility of an outside collection firm taking this also remains a possibility. They are in the process of determining whether or not the claim is large enough for them to pursue.

B. Financial Statements for period ending January 31, 2019

The financials for period ending January 31, 2019 were presented.

On MOTION by Supervisor O'Connell seconded by Chair Davis with all in favor, the financials for period ending January 31, 2019 were accepted.

C. Utility Billing Updates

The District Manager reported that there are no issues, and all is going well. He further reported that hand held readers are not needed at this point.

D. Website ADA Compliance Update

The District Manager reported entering into a contract which will create new, compliant websites. He further reported that this should take approximately two to three months but upon completion, the websites will be totally compliant following which they will be continually monitored.

NINTH ORDER OF BUSINESS

Field Manager’s Report

A. Field Report for February

The Field Report for February was presented with questions/comments as follows:

- Supervisor Dillon asked what will be done about the potholes. The District Manager reported that the field management staff will be taking care of fixing these on the day per month that they come to the Port for maintenance items.
- She further asked about the stop bars and the Board approved field staff taking care of these stop bars as well.
- Trip hazards were identified, which field management staff will take care of grinding down.
- Mr. Soto will replace the Agave plant when it is totally dead.
- Suggestion was made that Mr. Gilbert of FUS work on cleaning up the worst catch basins and culverts for an amount not to exceed \$2,000. This should be a full day cleaning with his vector.

On MOTION by Chair Davis seconded by Supervisor Kish with all in favor, cleaning of the catch basins and culverts by FUS was approved for an amount not to exceed \$2,000.

i. Other follow-up items

There being none, the next Order of Business followed.

TENTH ORDER OF BUSINESS

Utility Operations

A. Utility Operations Report for February

Mr. Gilbert reported that all is going well and that he was looking forward to all attending the Open House, which was to follow today's meeting.

ELEVENTH ORDER OF BUSINESS **Engineer's Report**
There being none, the next Order of Business followed.

TWELFTH ORDER OF BUSINESS **Attorney's Report**
A. Parcel 13 Water Frontage

Attorney Cox reported that the County requires deeding the canal from the middle of the canal back, so discussions are still underway. Based on this, he further reported that he may have to change the intent somehow.

THIRTEENTH ORDER OF BUSINESS **Supervisor's Requests and/or Comments**

There being none, the next Order of Business followed.

FOURTEENTH ORDER OF BUSINESS **Audience Comments**

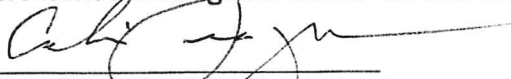
- Jeanie Kungel suggested buying the Fire Department some groceries for painting the hydrants.
- Ms. Kungel also advised that there is a fire station dedication being held on March 8, 2019 at 10:00 a.m.
- Question was raised about placement of surveillance cameras on right of ways with the District Manager advising that permission would have to be obtained from the Board before any cameras could be placed.
- Linda Fernandez commented on the drainage concerns.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

There being no further Orders of Business, the meeting was adjourned at 11:25 a.m.

On MOTION by Supervisor Dillon seconded by Supervisor Kehlmeier with all in favor, the meeting was adjourned at 11:25 a.m.

The next Meeting will occur on March 15, 2019 at 9:00 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair