

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 June 21, 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 (Telephone)

Also present were:

Cal Teague	District Manager
Dan Cox	District Attorney
Ron Benson	District Engineer
Mitch Gilbert	Florida Utility Solutions (FUS)
Jeremy Fischer	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, with Supervisor Kehlmeier participating via telephone. Also present were District Attorney Dan Cox, District Engineer Ron Benson, Robert Soto from Soto's Lawn Service, Mitch Gilbert and Jeremy Fischer from FUS.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, Supervisor Kehlmeier can participate in the meeting via telephone.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was accepted as presented.

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

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 May 17, 2019

The Meeting Minutes were presented with a change noted to line 236 replacing "Mr. Soto" with "Mr. Edge".

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the Regular Meeting Minutes for May 17, 2019 were approved as amended.

FIFTH ORDER OF BUSINESS

Communications

There being none, the next Order of Business followed.

SIXTH 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. They removed some of the stakes however, the water level went up, so they are waiting for the water level to go down to remove the rest of the stakes. The edges of the roads on Union Road are starting to get weeds since it's rainy season, so Mr. Soto is going to have his guys spray those areas. Tree trimming is scheduled for the middle of July. The median for Cays Drive would be a great place to add some plants in the future.

ii. Irrigation Concerns

There being none, the next Order of Business followed.

iii. Any proposals to be considered

Mr. Soto presented an estimate for landscaping the median near the front of the community for \$3,212.50.

On MOTION by Supervisor Dillon, seconded by Vice Chairman Kish, with all in favor, estimate 3057 is approved for \$3,212.50.

B. Drainage System Cleaning and Maintenance Plan

The District Manager explained that the District Engineer has completed his survey for this project and put in stakes. They have contacted four firms to do the work and they have all said that they are busy, so they asked for a proposal from Mr. Soto. Mr. Soto is going to get with the Field Manager regarding this project for more information.

C. Fire Hydrant Painting Update

The Board has been having difficulty getting an update from the Fire Department, but they hope to have an update within the next month or two.

D. Highway Striping and Asphalt Repair Update

The District Manager stated that this project should be complete around July sixteenth or eighteenth.

E. Update of VFD Installation

The District Manager reported that this project is complete.

SEVENTH ORDER OF BUSINESS

New Business

A. Department of Environmental Protection Discharge Monitoring Report

There being no questions or comments, the next Order of Business followed.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Financial Statements for period ending May 31, 2019

The financials were presented, discussed and accepted.

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

B. Utility Billing Updates

The District Manager reported that they are going to change the Utility Report to show more information for the Board. The utility bills are going out next week. The bills have all been going out on time. The Consumer Confidence Report (CCR) will be going out with the utility bills. The District Manager explained that this is something that must be published annually and made available to customers. There will be a statement on the utility bills informing residents that if they want a copy of the full CCR they can pick up a copy at Jean Kungle's office (POI Realty). Ms. Kungle is going to get with Paul and

Jennifer at Premier District Management regarding the CCR, as they are taking over preparing the utility bills.

C. Website ADA Compliance Update

The District Manager reported that Port of the Islands' website is the first one the company is creating, and it looks great so far. The prototype is being reviewed by them currently and by next meeting the website will be fully functional. The District Manager will send out a link for the Board to review the website before next meeting.

D. Mosquito Spraying

The mosquito spraying started this week and the District Manager distributed a report regarding the mosquito count.

NINTH ORDER OF BUSINESS

Field Manager

A. Field Report for June

The Field Report for June was presented and reviewed by the Board. The District Manager reported that there is some trash around the Lakes. On page 3 it shows that someone went in and tore up the roadway landscaping. The Board wants to get this fixed. The Board also wants to get the sidewalk cracks repaired that are in the report.

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 June

Mr. Gilbert was present to give his report to the Board. He updated the Board on the following topics:

- Everything is running well and there are no issues except the air conditioning unit for the electrical room went out. He has gotten two quotes for fixing it and is waiting for a third quote and then he will get with the District Manager about fixing it.
- The thirty meters that were recently replaced all showed high consumption rates, which is a good sign that these meters are reading more accurately now.
- On Sunrise Cay they had a bad water leak, but they got it repaired.
- The controller on the Cays Drive lift station is bad and the parts have been ordered to fix it.
- They have begun cleaning the plant.

ELEVENTH ORDER OF BUSINESS

Engineer's Report

The DEP inspection for the permit renewal process was November 20, 2018 but the District Engineer received the letter from DEP yesterday stating the deficiencies. The plant lift

station is going to need quite a bit of work done. The Board is hoping to ask DEP to give them 180 days to begin working on this as is it a rather expensive project. However, if the pump station fails this work will need to be done asap.

TWELVTH ORDER OF BUSINESS

Attorney's Report

The District Attorney informed the Board that FiberNet is coming to put in a fiber cable. He has prepared a usage agreement for them.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the FiberNet usage agreement has been approved.

A. Parcel 13 Water Frontage

The District Attorney suggested having the District Manager follow up with the County Manager on this topic.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comments

Supervisor Dillon requested that the District Manager try to submit the cost for staking plants for the hurricane to FEMA. The District Manager updated the Board that FEMA has accepted the claim and we are working on submitting a revised application currently.

Supervisor Kehlmeier asked if the model airplane club moved their take off area.

Supervisor O'Connell stated that the Fire Department would like to do a hurricane preparedness class for the community after the July Board meeting.

Supervisor Kish asked that Mitch Gilbert be at the top of the Agenda going forward because he feels that utility issues are of greater concern. The other Board members agreed to this.

FOURTEENTH ORDER OF BUSINESS

Audience Comments

John Del Debbio wanted to confirm that Mitch Gilbert would be the person to go to for any fire hydrant issues or concerns and Mr. Gilbert confirmed that is correct. He also asked if the highway striping is going to include Orchid Cove. The District Manager stated that he will get back to him about this via email with an answer. Mr. Del Debbio also stated that in the past he has not had issues viewing the Agenda Packet on his phone however, this month he had issues opening the Agenda Packet on his phone.

Jean Kungle asked about the \$10 turn on fee. The District Manager stated that cannot be put on their bill, we need it to be submitted before they turn on their account.

An audience member asked if there was anything in the rules for the community about unsightly damaged vehicles parked in front of a house. He stated that there is no front end on

the car and the windows are always down even when it rains. However, the tags are current until the end of July. The Board stated that code enforcement might be able to help. Since the tags expires in July, he could call code enforcement in August.

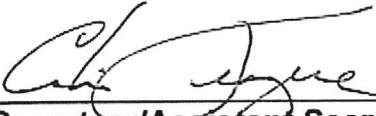
FIFTEENTH ORDER OF BUSINESS

Adjournment

There being no further Orders of Business, the meeting was adjourned at 10:48 a.m.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the meeting was adjourned at 10:48 a.m.

The next Meeting will occur on July 19, 2019 at 9:00 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman