

**PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**



**APRIL 19, 2019  
BOARD OF SUPERVISORS MEETING  
AGENDA PACKET**



## PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT

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Board of Supervisors  
Port of the Islands CID

April 12<sup>th</sup>, 2019

Dear Supervisors,

The regular meeting of the Port of the Islands CID Board of Supervisors will be held on April 19<sup>th</sup>, 2019 at 9 A.M. at the Orchid Cove Clubhouse on 25005 Peacock Lane in Naples, Florida 34114. The Public Agenda is included in Section two and a few points of interest are as follows:

- As per usual, enclosed are the Regular Meeting Minutes from March 15<sup>th</sup>, the Field Manager's report for April, the Utility Operations Report for April and the Financials for March.
- The assessment rules public hearing will occur at the Board meeting. Enclosed is a summary of options for consideration. This meeting the Board can vote on changing the CDD's rules regarding assessments or delay until the next meeting for further consideration.
- There will be an update on the fire hydrant painting.
- The CMAC agreement termination will be discussed further as they were given a thirty-day extension at the last Board meeting.
- Enclosed is a copy of the Draft Budget as well as a Budget worksheet for noting any changes as the Board will be working on the Budget at the meeting.

Any supporting documents not enclosed will be distributed at the meeting. The **next meeting is scheduled for May 17, 2019**, if there are any questions or requests prior to the meeting, feel free to contact me.

Respectfully,



Calvin Teague  
District Manager

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## Port of the Islands CID Meeting Agenda

### April 19, 2019 at 9:00 AM

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|--|-------------|
| 1. Call to Order and Roll Call                           |             |
| 2. Approval of the Agenda                                | Page 3      |
| 3. Audience Comments on Agenda Items                     |             |
| 4. Approval of Meeting Minutes                           |             |
| A. Regular Meeting Minutes from March 15, 2019           | Pages 4-9   |
| 5. Assessment Rules Public Hearing                       | Pages 10-14 |
| 6. Public Hearing for Adoption of Resolution 2019-02     | Pages 15-17 |
| 7. Communications  |             |
| 8. Old Business  |             |
| A. Review of Landscape Maintenance Performance           |             |
| i. Review of Inspection Report                           |             |
| ii. Irrigation Concerns                                  |             |
| iii. Any Proposals to be considered                      |             |
| B. Drainage System Cleaning and Maintenance Plan         | Pages 18-21 |
| C. Fire Hydrant Painting Update                          |             |
| D. CMAC Agreement Termination                            |             |
| 9. New Business  |             |
| 10. Manager's Report                                     |             |
| A. Financial Statements for period ending March 31, 2019 | Pages 22-39 |
| B. Utility billing updates                               | Page 40     |
| C. Website ADA Compliance update                         |             |
| D. Fiscal Year 2020 Budget Review                        | Pages 41-49 |
| 11. Field Manager  |             |
| A. Field Report for April                                | Pages 50-61 |
| i. Other follow up items                                 |             |
| 12. Utility Operations                                   |             |
| A. Utility Operations Report for April                   | Pages 62-64 |
| 13. Engineer's Report                                    |             |
| 14. Attorney's Report                                    |             |
| A. Parcel 13 water frontage                              |             |
| 15. Supervisor's Requests and/or Comments                |             |
| 16. Audience Comments                                    |             |
| 17. Adjournment  |             |

**Next Meeting: May 17, 2019 at 9 AM**



**DRAFT  
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 March 15, 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
Susan Boylan	Sheriff's Office
Fire Chief	Greater Naples Fire Rescue District
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, Susan Boylan from the Sheriff's Office, the Fire Chief and staff from the Greater Naples Fire Rescue District, District Attorney Dan Cox and District Engineer Ron Benson.

The Chairman introduced Susan Boylan from the Sheriff's office. She gave the Board a quick presentation and let the Board know that the Sheriff's office would like to hold a crime prevention class after the next Board meeting. Then she answered questions from the Board as well as the audience.

**SECOND ORDER OF BUSINESS**

**Approval of the Agenda**

The Agenda was presented and accepted.



50 On MOTION by Chair Davis, seconded by Supervisor  
 51 Kehlmeier, with all in favor, the Agenda was approved as  
 52 presented.

53  
 54 **THIRD ORDER OF BUSINESS** **Audience Comments on Agenda**  
 55 **Items**

56  
 57 There being none, the next Order of Business followed.

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 59 **FOURTH ORDER OF BUSINESS** **Approval of Meeting Minutes**

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 61 **A. Regular Meeting Minutes from February 15, 2019**

62  
 63 The Meeting Minutes were presented with changes noted to lines 194 and 195.

64  
 65 On MOTION by Supervisor Dillon, seconded by Supervisor  
 66 Kehlmeier, with all in favor, the Regular Meeting Minutes for  
 67 February 15, 2019 were approved as amended.

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 69 **FIFTH ORDER OF BUSINESS** **Communications**

70  
 71 The Chairman invited the Fire Department staff to speak on the progress of the fire  
 72 hydrant painting. The Fire Chief and other staff members were in attendance from the Greater  
 73 Naples Fire Rescue District. Their staff reported that the project was delayed due to spring  
 74 break and children being outside playing. They will be starting the project Monday or Tuesday.  
 75 There are 72 hydrants. They are going to go through and flow, lubricate and identify any  
 76 problems with any of the hydrants. The next step in the process will be to pressure wash the  
 77 hydrants. Once they are dry, they will paint them. The whole process should take two weeks.

78  
 79 **SIXTH ORDER OF BUSINESS** **Old Business**

80  
 81 **A. Review of Landscape Maintenance Performance**

82  
 83 **i. Review of Inspection Report**

84  
 85 The District Manager gave the Board Mr. Soto's written report and Mr. Soto gave  
 86 his verbal report. Mr. Soto reported on a lot that has tall unruly grass, which the  
 87 District Manager is going to report to code enforcement.

88  
 89 **ii. Irrigation Concerns**

90  
 91 Mr. Soto reported that yearly mulch has been taken care of and the main line on  
 92 union road has been repaired.

93  
 94 **iii. Any proposals to be considered**

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 96 • Estimate 2883 is to replace some Agave and the Board mutually agreed to  
 97 approve this without a motion.

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- Estimate 2863 was presented to the Board to have the clock replaced on Cays Drive. Ants got in and destroyed it and it has been glitching ever since. The Board approved Estimate 2863 and asked Mr. Soto to find a way to keep the ants out to prevent future damage.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, estimate 2863 was approved.

**B. Drainage System Cleaning and Maintenance Plan**

The Field Manager is working on elevation for this project and needs obstruction areas lowered. The Board asked the District Engineer to get with the Field Manager on this project and bring a survey/proposal for next month's meeting.

**C. R.O.W. Easement Discussion/Update**

The Board asked to have this item removed from the Agenda as they are still waiting to hear back.

**D. Fire Hydrant Painting Update**

Discussed under First Order of Business at the beginning of the meeting.

**E. Assessment Issues**

The District Manager reported that language needed to be added to the rules regarding the General Fund and assessments. Mr. Teague reported that hotel room and suite assessments will go up by \$158.18 per year per unit. There was discussion regarding increasing assessments for dock slips at the marina. The District Manager and District Attorney are to contact the County regarding the issues the Board is having with individuals parking oversized boats at the marina. The board would also like a copy of the County's rules for docking. Sizing of boats in ratio to dock size has to be determined so that the county can enforce slips. Assessment increases at the marina will be discussed further at next meeting. The next meeting will be the hearing for assessment rules. The Board may decide to delay the hearing until they decide how to move forward with marina assessment increases.

**F. Well #1 Flow Meter Replacement Update**

Task has been completed.

**SEVENTH ORDER OF BUSINESS**

**New Business**

There being none, the next Order of Business followed.



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**EIGHTH ORDER OF BUSINESS**

**Manager's Report**

**A. Storm Loss Reimbursement**

The District Manager reported that this is still pending. The Board would like this topic removed until there is positive news to tell.

**B. Financial Statements for period ending February 28, 2019**

The financials were presented, discussed and accepted.

On MOTION by Chairman Davis, seconded by Supervisor Kehlmeier, with all in favor, the financials for period ending February 28, 2019 were accepted.

**C. Utility Billing Updates**

The District Manager reported that the last billing was slightly delayed but other than that there have been no issues.

**D. Website ADA Compliance Update**

The District Manager reported that he has a kick off meeting next week with the company and then they will start designing for the project. He also reported that he is very pleased with this company and their staff.

**E. CMAC Agreement Termination**

The District Manager explained that he received a call from Mr. Gilbert at Florida Utility Solutions regarding a model plane crashing into the plant. Therefore, he sent out a thirty-day termination letter for the contract between the CID and CMAC to give the Board time to decide how they would like to proceed on this matter.

Cliff MacMorris, the President of CMAC, was in attendance to speak on the club's behalf and try to get the Board to reconsider terminating the agreement. Mr. MacMorris stated that in the three years they have been flying at that location, there has not been another incident of a crash and he was not made aware of the club members flying over the plant.

The Board is concerned regarding the Patriot Act in reference to any tampering with the CID's water supply that a crash could cause. The Board voted to give CMAC a thirty-day extension to figure out solutions to prevent this from occurring in the future, such as moving the flying path and adding cameras to the area. CMAC is to present solutions at the April meeting and there the Board will decide whether to terminate the agreement.

On MOTION by Chairman Davis, seconded by Supervisor Kehlmeier, with all in favor, CMAC has a thirty-day extension on the termination of the agreement.



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**F. Fiscal Year 2020 Budget Schedule**

The District Manager discussed this briefly with the Board.

**G. Fiscal Year 2020 Draft Budget**

The District Manager discussed this briefly with the Board so that they can begin thinking of any changes needed, as they will be working on the Budget at next month's meeting.

**NINTH ORDER OF BUSINESS**

**Field Manager's Report**

**A. Field Report for March**

The Field Report for March was presented and reviewed by the Board. No Supervisor requests were made.

**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 March**

Jeremy Fisher reported to the Board that everything is working well for the most part. Mr. Fisher reported that a few things are being worked on. A Board member commented that water usage has gone down this year compared to last year. The speculation was because a water line burst at the old hotel last year and that water line was shut off.

**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**

The District Attorney's report was presented as well as a copy of a letter regarding this topic. Mr. Cox was in attendance to fill in the Board on the progress and answer any questions.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor's Requests and/or Comments**

Supervisor Dillon asked about the switch from Sure Payroll to ADP. The District Manager explained that Sure Payroll kept adding on fines and charges because they didn't understand that the CID is governmental. Mr. Teague explained that the cost for both

244 companies yearly is around the same amount, but ADP is a better company with less issues  
245 then they were having with Sure Payroll.

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247 **FOURTEENTH ORDER OF BUSINESS Audience Comments**

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249 Jeanie Kungel asked for more clarification on the live aboards at the marina as well as  
250 how they are going to charge for boat size. Mrs. Kungel also suggested that we bill slips as live  
251 aboards and then have them apply for variance.

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253 **FIFTEENTH ORDER OF BUSINESS Adjournment**

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255 There being no further Orders of Business, the meeting was adjourned at 11:16 a.m.

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257 On MOTION by Supervisor Dillon, seconded by  
258 Chairman Davis, with all in favor, the meeting was  
259 adjourned at 11:16 a.m.

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

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\_\_\_\_\_  
**Secretary/Assistant Secretary**

\_\_\_\_\_  
**Chairman/Vice Chairman**



## Cal Teague

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**From:** Cal Teague  
**Sent:** Friday, April 5, 2019 1:09 PM  
**To:** anthony@jadavis.com; chadpaytonbryce@yahoo.com; kehlmeier@basicisp.net; 'Teri Oconnell'; 'Norine Dillon'  
**Cc:** 'Daniel Cox'; 'Ron Benson'; Jennifer Miller  
**Subject:** Boat Slips  
**Attachments:** 20180118172752262.pdf

Hello all, I wanted to share some information with you regarding the meeting on the 19<sup>th</sup>. We will have some of this in the packet but the rest I wanted you to have prior to the packet. I have attached the report Ron did concerning the upgrades at the Marina. You probably still have it from earlier meetings but some of you might not have it. So we have several options that will be considered at the meeting which are as follows:

1. Currently you have set the rules for marina slip charges based upon length of dock. A 26' water only is .08 ERC's. a 26' slip with water and sewer is .16 ERC's, a 26'-40' slip is .2 ERC's and anything over 40' is .4 ERC's. The rule change is to verify the operating assessment charges.
2. It was suggested at the last meeting that ALL slips be assessed at .4 ERC's and if anyone wishes to apply for a non-live aboard exemption then that can be done. This needs to be thought out clearly as it could become a book keeping nightmare and policing the situation could be difficult.
3. Dan and I were talking and another option is to leave as is and charge the 56 liveaboards (Docks E,F,H) the .4, Docks C and G .2 ERC's and Docks A, B and D .16 ERC's. According to Ron all Docks have access to sewer and water so we eliminate the .08 assessment.

Ron said he looked at the condo documents and compared them to the dimensions on the slips available. He said the width of slip shown in the rental/sales spreadsheet is the width of the slip, not including the finger docks. The width on the condo docs shows the total width as well as the width of the finger docks. He looked at the width of the slips and compared to the tables in the California report and the marina is claiming maximum boats which pretty much matches the California report tables. So, he felt that the maximum boat sizes as provided in the marina advertisement is representative and could be used in utility assessments using the current CID ERC rules or as reflected in Option 3. He also said with regard to General Fund assessments, you may wish to look at the marina rental/sales spreadsheets with regard to relative size of slips if they wish to do anything other than charge them all the same for General Fund, maybe all at .4 since they all receive the same benefit. The sales info Ron spoke of can be viewed on the following links.

<https://www.portoftheislandsmarina.com/PDF/Naples-Marina-Slips-August2016.pdf>

<https://www.portoftheislandsmarina.com/PDF/slip-list-march-2019.pdf>

Thank you and if there are any questions please feel free to contact me.

*Cal Teague*

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Supervisor's please do not reply to all as this email is a public document and by replying to all you could be violating the issue of communications outside a public meeting.



## Cal Teague

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**From:** Kathryn A. Kehlmeier <kehlmeier@basicisp.net>  
**Sent:** Friday, April 5, 2019 4:04 PM  
**To:** Cal Teague  
**Subject:** RE: Boat Slips

Cal, Ron is correct in that the smaller boats (B & D docks) have a much lesser need for water than slips for a larger live aboard slip. There are exceptions on B & D dock to this premise. When I asked Prepmac their intentions for the major expansion that was discussed awhile back by the CID, Scott did not want to share at that time. Here are particulars on each of the docks as they stand now:

**A Dock:** all slips are owned by Prepmac and there is no intention to sell any slips. Slips on A are permitted for live aboard. Slip A-25 included the total end of the pier making a "double wide" finger that can handle a much larger boat than the other slips. Currently it would reasonable to assess:

A-1 thru A-24, .2. ( I have an advertising flyer from the marina stating "UP TO 28"

Slip A-25, 4. Double length in boat possible.

**B Dock:** All slips are privately owned. Those owned by Prepmac are for sale. These are all fishing boats with no live aboards. The exception is B-27. B-27 is the same "Double Wide" as A-25. This is where Ron's info on smaller boats come into play: B-1 thru B-26, .08. B-27, .4.

**C Dock:** All slips owned by Prepmac. C is permitted for live aboards. Odd dock slips C-1, C-3 etc are on the south side of the dock. There is not as much space as the north side because of B dock. North side has no other docks close to it. Even slips C-2, C-4 etc. would be reasonable for .4 as the flyer advertises up to 36'. What is another 4 to 5' when there is no other obstacle in the way. C-27 is also a "double wide". In fact, there are currently 2 boats in that slip. Of note, there were 1 set of pilings on the north side of dock. This year a set was added to the south side (for tying up larger boats) and a second set was added to the north side (for tying up even larger boats).

**D Dock:** privately owned slips. If Prepmac owns any, they may be for sale. D dock is almost like B dock: smaller boats, less water used, .08. Exceptions, the Aqua Lodge that has a shower and washers for use by the live aboards is docked in D-1. It has water & sewer hook up. This slip would be .4. D dock does not have a "double wide" walkway at the end.

**E Dock:** The house boat (Aqua Lodge that was on E-2 was moved to D-1). This is a live aboard dock. Flyer shows west side (next to D) up to 37'; east side (next to F dock), up to 27'. All of E dock would be .2.

**F Dock:** privately owned slips. If Prepmac owns any, they may be for sale. F dock is not listed on Flyer for up to boat size. Reasonable would be east side (on main canal" up to 40'. West side (next to E dock), .2.

**G Dock":** privately owned slips, live aboard slips. Reasonable would be .4 for all slips. Info I have shows slips for up to sizes of 35, 39, 40, 65 & 70. Why the difference in boat sizes, I have no idea as they are all configured the same. The difference may be in the pilings available

**H Dock:** Privately owned (Prepmac is the representative). Live aboard, H-2 thru H-4, .4 as boat size is 40-60'. H-1 shows max boat 30'.

I truly believe the CID needs to get the maximum assessments from the marina slip owners. I also believe Prepmac is looking out for themselves and will do what ever is needed to make their investment get the biggest returns and spend the lease amount of money. My main concern is keeping B (other than B-27) & D dock (other than D-1) at .08. The only



water that is used would be for hosing the boat and equipment off after fishing. Owning B-2 and living right across Newport from A, B, and C docks gives me first hand knowledge of what is being docked at those docks.

It may behoove you to make a trip here and take a look at what is docked at the marina. Data on paper can be misleading. Seeing it for yourself will make it clearer as what the assessments should be. Thank you for your time.

**From:** Cal Teague [mailto:CTeague@cddmanagement.com]

**Sent:** Friday, April 5, 2019 1:09 PM

**To:** anthony@jadavis.com; chadpaytonbryce@yahoo.com; kehlmeier@basicisp.net; Teri Oconnell <ocorrall@gmail.com>; Norine Dillon <ndillonpoi@embarqmail.com>

**Cc:** Daniel Cox <dhcox@gtcom.net>; Ron Benson <RonBenson@hmeng.com>; Jennifer Miller <Jmiller@cddmanagement.com>

**Subject:** Boat Slips

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Thank you and if there are any questions please feel free to contact me.

*Cal Teague*

PREMIER DISTRICT MANAGEMENT

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O: 239-690-7100 ext. 101

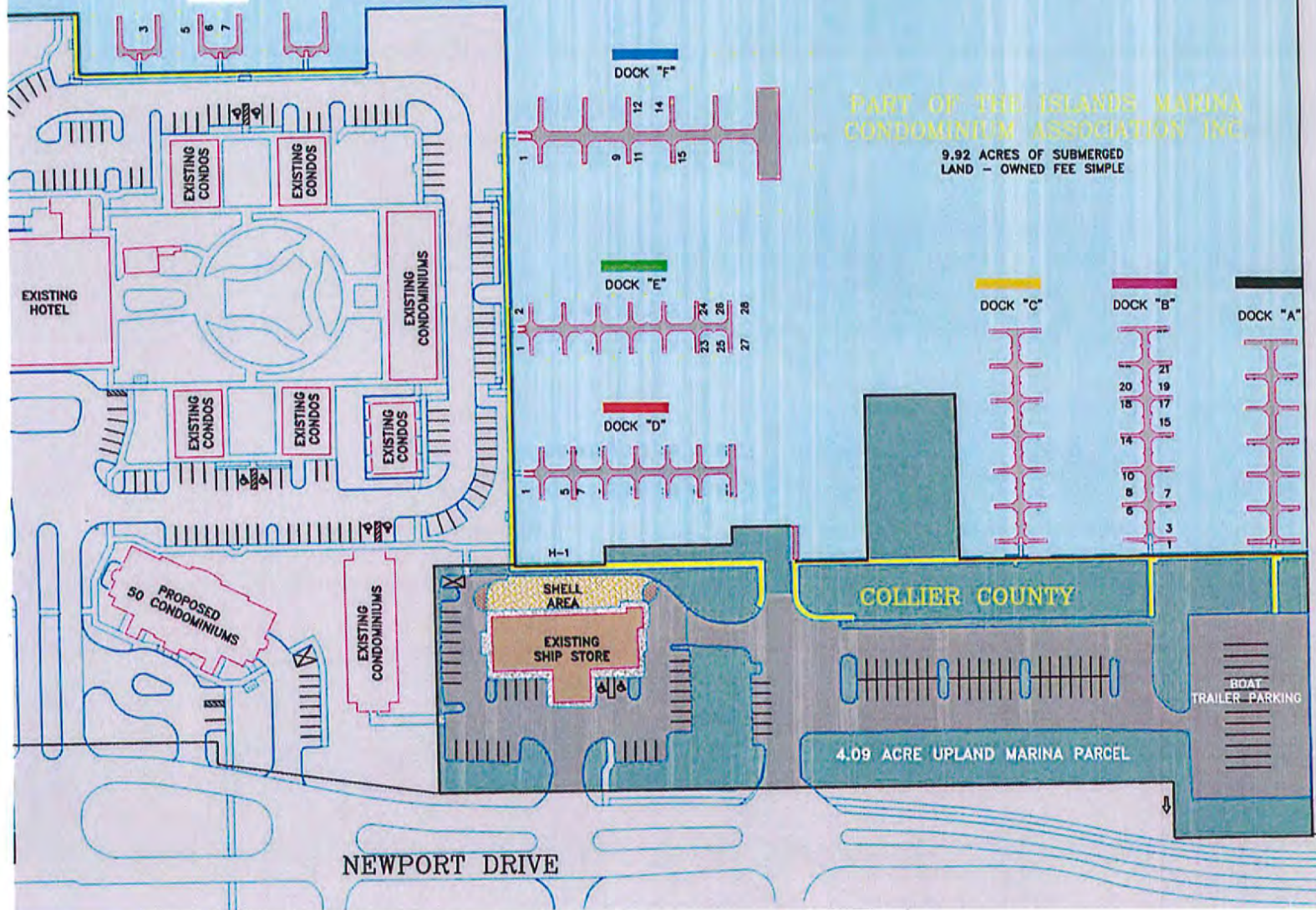
C: 239-850-0992

F: 239-214-6074



FAKA UNION CANAL

DOCK "G"



DOCK A			DOCK B			DOCK C			DOCK D			DOCK E (Liveaboard)			DOCK F (Liveaboard)			DOCK G		
SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING	SLIP	MAX BOAT	PRICING
A1	28	SOLD	B1	28	27000	C1	28	SOLD	D1	20	39000	E1	34	34000	F1	44	39000	G1	65	SOLD
A2	28	SOLD	B2	28	SOLD	C2	35	SOLD	D2	28	SOLD	E2	House Boat	34000	F2	65	SOLD	G2	35	SOLD
A3	28	SOLD	B3	28	27000	C3	28	SOLD	D3	28	SOLD	E3	32	34000	F3	44	SOLD	G3	39	49000
A4	28	SOLD	B4	28	SOLD	C4	35	SOLD	D4	28	SOLD	E4	32	34000	F4	65	SOLD	G4	65	SOLD
A5	28	SOLD	B5	28	SOLD	C5	28	SOLD	D5	28	39000	E5	32	SOLD	F5	44	SOLD	G5	65	59000
A6	28	SOLD	B6	28	28000	C6	35	SOLD	D6	28	SOLD	E6	32	SOLD	F6	65	SOLD	G6	39	49000
A7	28	SOLD	B7	28	27000	C7	28	SOLD	D7	28	39000	E7	32	SOLD	F7	44	SOLD	G7	39	49000
A8	28	SOLD	B8	28	28000	C8	35	SOLD	D8	28	SOLD	E8	32	SOLD	F8	65	SOLD	G8	65	SOLD
A9	28	SOLD	B9	28	SOLD	C9	28	SOLD	D9	28	SOLD	E9	32	SOLD	F9	44	39000	G9	65	SOLD
A10	28	SOLD	B10	28	28000	C10	35	SOLD	D10	28	SOLD	E10	32	SOLD	F10	65	SOLD	G10	40	SOLD
A11	28	SOLD	B11	28	SOLD	C11	28	SOLD	D11	28	SOLD	E11	32	SOLD	F11	44	39000	G11	40	SOLD
A12	28	SOLD	B12	28	SOLD	C12	35	SOLD	D12	28	SOLD	E12	32	SOLD	F12	65	55000	G12	70	SOLD
A13	28	SOLD	B13	28	SOLD	C13	28	SOLD	D13	28	SOLD	E13	32	SOLD	F13	44	SOLD			
A14	28	SOLD	B14	28	28000	C14	35	SOLD	D14	28	SOLD	E14	37	SOLD	F14	65	55000			
A15	28	SOLD	B15	28	27000	C15	28	SOLD	D15	28	SOLD	E15	37	SOLD	F15	44	39000			
A16	28	SOLD	B16	28	SOLD	C16	35	SOLD	D16	28	SOLD	E16	37	SOLD	F16	65	SOLD			
A17	28	SOLD	B17	28	27000	C17	28	SOLD	D17	28	SOLD	E17	37	SOLD	F17	44	SOLD			
A18	28	SOLD	B18	28	28000	C18	35	SOLD	D18	28	SOLD	E18	37	SOLD	F18	65	SOLD			
A19	28	SOLD	B19	28	27000	C19	28	SOLD	D19	28	SOLD	E19	37	SOLD	F19	44	SOLD			
A20	28	SOLD	B20	28	28000	C20	35	SOLD	D20	28	SOLD	E20	37	SOLD	F20	65	SOLD			
A21	28	SOLD	B21	28	27000	C21	28	SOLD	D21	28	SOLD	E21	37	SOLD	F21	44	SOLD			
A22	28	SOLD	B22	28	SOLD	C22	35	SOLD	D22	28	SOLD	E22	37	SOLD	F22	65	SOLD			
A23	28	SOLD	B23	28	SOLD	C23	28	SOLD	D23	28	SOLD	E23	37	37000	F23	44	SOLD			
A24	28	SOLD	B24	28	SOLD	C24	35	SOLD	D24	28	SOLD	E24	37	37000	F24	65	SOLD			
A25	28	SOLD	B25	28	SOLD	C25	28	SOLD	D25	28	SOLD	E25	37	37000						
			B26	28	SOLD	C26	35	SOLD	D26	28	SOLD	E26	37	37000						
			B27	28	SOLD	C27	28	SOLD	D27	28	SOLD	E27	37	45000						
									D28	28	SOLD	E28	37	45000						





**RESOLUTION 2019-02**

**A RESOLUTION TO THE BOARD OF SUPERVISORS OF PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT AMENDING THE RULES OF PROCEDURE TO ALLOW FOR AN INCREASE IN THE ERC CHARGE FOR MARINA SLIPS**

**WHEREAS**, the Port of the Islands Community Improvement District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

**WHEREAS**, the Board of Supervisors of the District is authorized by Section 190.011(5) to adopt rules and orders pursuant to Chapter 120, Florida Statutes; and

**WHEREAS**, the District is authorized to set fees and charges for the use of District facilities and services in accordance with Section 190.035(2), Florida Statutes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT**

Section 1: The Board of Supervisors hereby adopts the amendments to the Rules establishing an increase in the ERC charges for marina slips as attached as Exhibit A.

Section 2: This Resolution shall become effective immediately upon its adoption.

**Passed and Adopted this 19<sup>th</sup> day of April 2019.**

**ATTESTED BY:**

**PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**

\_\_\_\_\_  
**Secretary/Assistant Secretary**

\_\_\_\_\_  
**Chair/Vice Chair**



### Exhibit A

E. The allocation of utility service between the various properties was based on a methodology that assigned a numerical equivalency (for utilities services purposes) between various types of development anticipated to incur on the property at the time that the District was established, and the facilities were constructed. Other uses were assigned a portion of an ERC based upon the original methodology of usage. For all permanent living units, the General Fund benefits received are determined to be equal and therefore all are assigned 1.0 ERC's to support the communities general operations. Those operations being funded through the General Fund most non-water and sewer operations. The General Fund supported operations include road maintenance, irrigation, CID common area landscape maintenance, storm water, and general administrative expenses.

F. A single-family residential unit was assigned the value of 1.0 ERC. The following table identifies the equivalency of planned uses compared to that for a single-family residential unit.

Revised 03.15.19	Water/Sewer Fund	General Fund
Single Family Residential Unit	1.0 ERC	1.0 ERC
Multifamily Residential Unit	0.8 ERC	1.0 ERC
Hotel Room or Suite	0.6 ERC	1.0 ERC
Recreational Vehicle Residential Unit	0.4 ERC	.4 ERC
Restaurant Seat	0.2 ERC	-----
Bar or Cocktail Lounge Seat	0.08 ERC	-----
Standard up to 26' Marina Slip (water supply only)	0.08 ERC	.08 ERC
Standard Up to 26' Marina Slip (Water and Sewer)	.16 ERC	.16 ERC
Marina Slip (Water and Sewer) 26' - 40'	0.2 ERC	.2 ERC
Larger Boat Slips, 40' plus	0.4 ERC	.4 ERC
Sanitary Pump Out Station – To be determined by Engineer based on formal proposal.		

The Board of Supervisors of the District finds that it is probable that a property owner may propose a use for their property that was not considered in the original determination of equivalency and that it is fairer and more certain to the owners of



property and to the District if the District has a uniform policy for determining utility availability.

NOW THEREFORE, be it resolved that it is the Policy of the Port of the Islands Community Improvement District that:

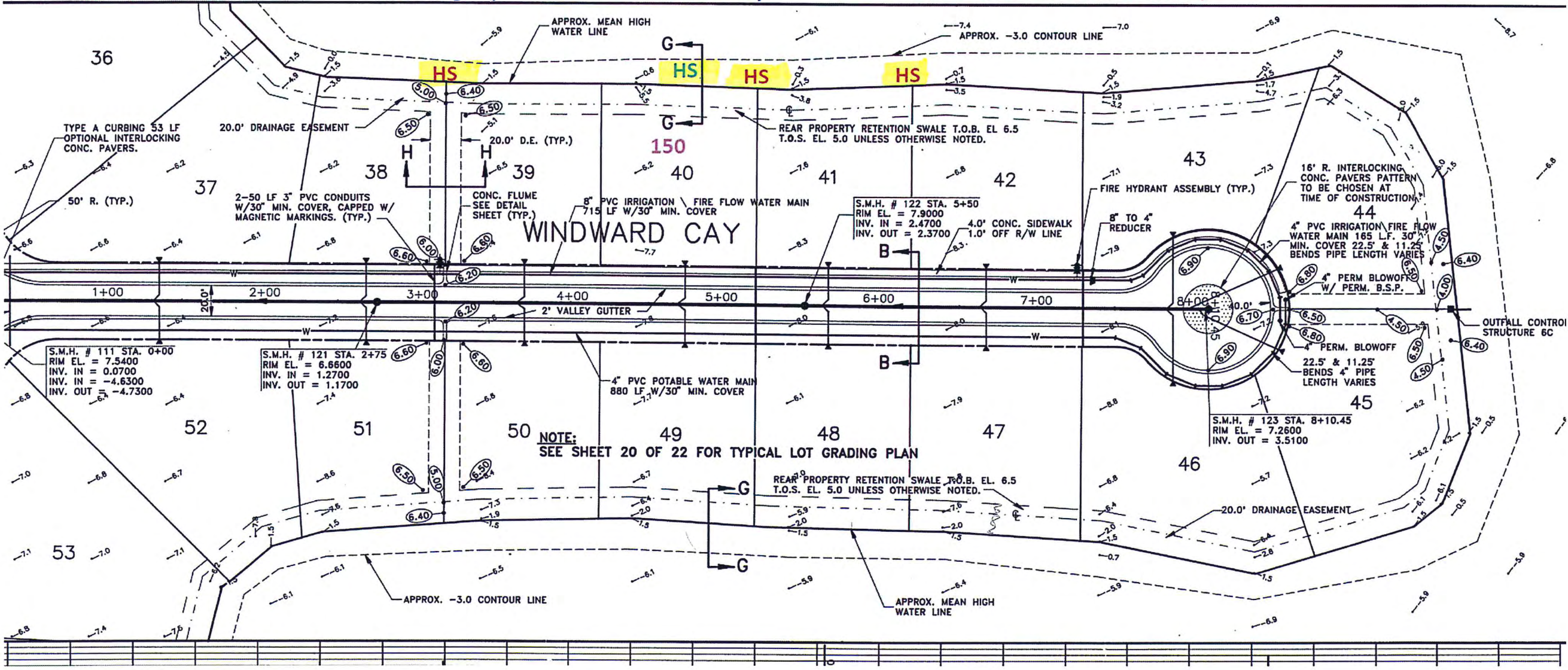




HS = High Spot in Open Area

HS = High Spot under Wooden Walkway

WO = Washout under Wooden Walkway

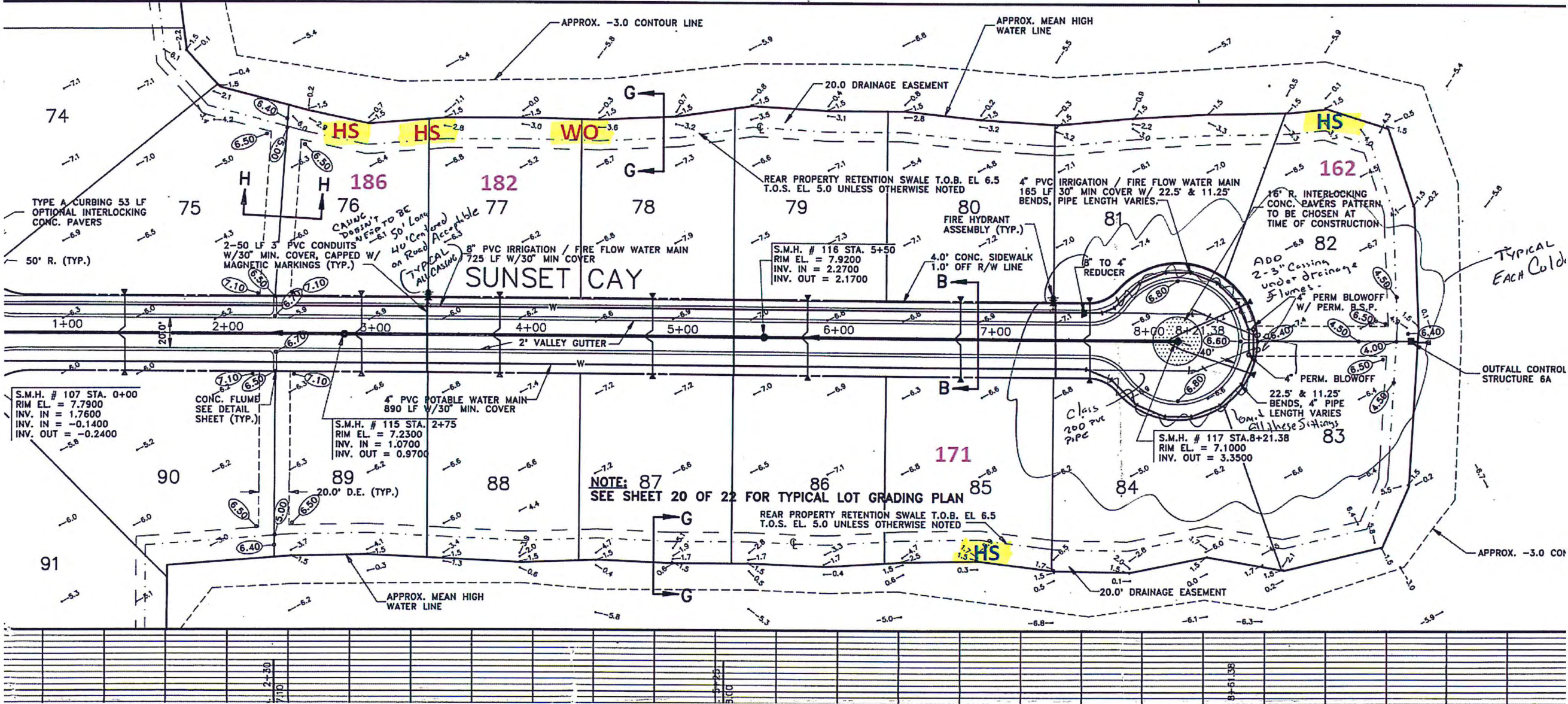




HS = High Spot in Open Area

HS = High Spot under Wooden Walkway

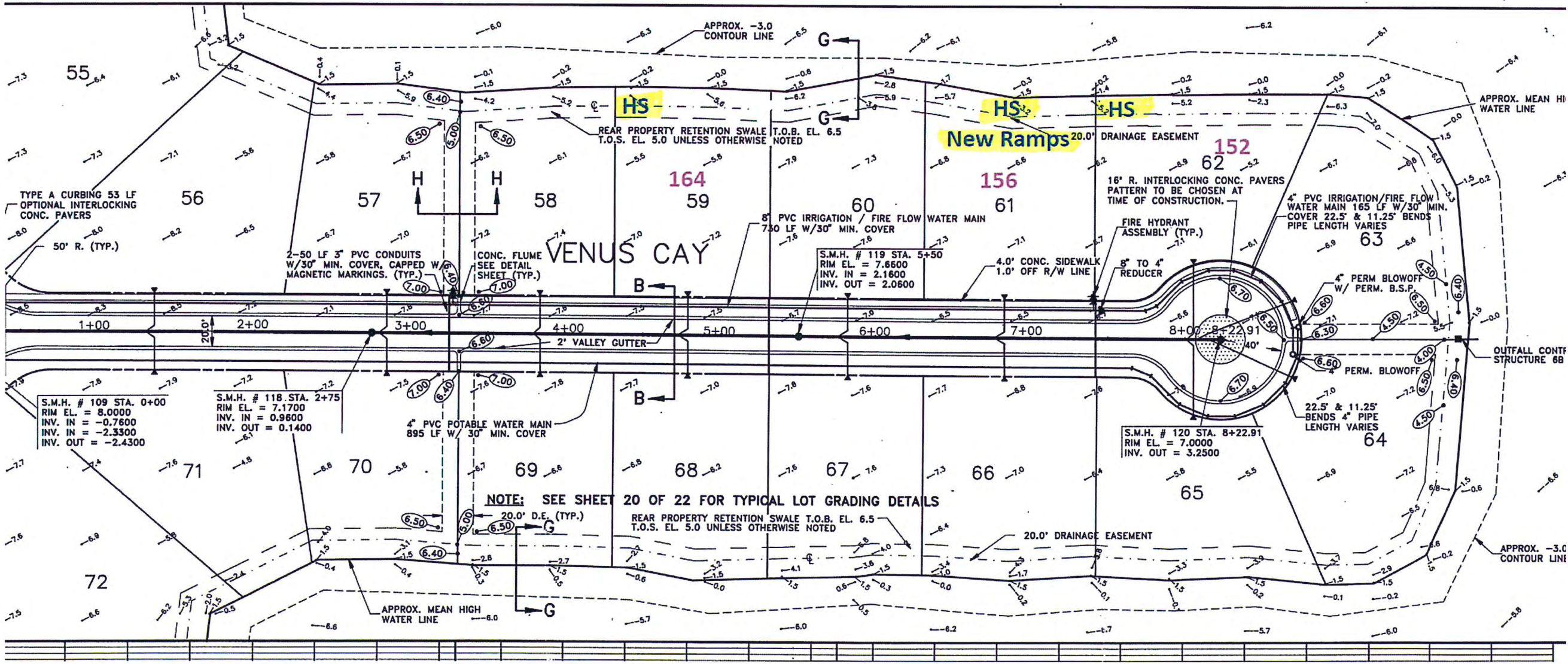
WO = Washout under Wooden Walkway





HS = High Spot in Open Area

HS - High Spot under Wooden Walkway



S.M.H. # 109 STA. 0+00  
RIM EL. = 8.0000  
INV. IN = -0.7600  
INV. IN = -2.3300  
INV. OUT = -2.4300

S.M.H. # 118 STA. 2+75  
RIM EL. = 7.1700  
INV. IN = 0.9600  
INV. OUT = 0.1400

S.M.H. # 119 STA. 5+50  
RIM EL. = 7.6600  
INV. IN = 2.1600  
INV. OUT = 2.0600

S.M.H. # 120 STA. 8+22.91  
RIM EL. = 7.0000  
INV. OUT = 3.2500

NOTE: SEE SHEET 20 OF 22 FOR TYPICAL LOT GRADING DETAILS

REAR PROPERTY RETENTION SWALE T.O.B. EL. 6.5  
T.O.S. EL. 5.0 UNLESS OTHERWISE NOTED

20.0' DRAINAGE EASEMENT

VENUS CAY

New Ramps

HS

HS

HS

APPROX. -3.0  
CONTOUR LINE

APPROX. MEAN HI  
WATER LINE

APPROX. -3.0  
CONTOUR LINE

APPROX. MEAN HIGH  
WATER LINE

**PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**

Financial Report

March 31, 2019

*unaudited*

**Prepared by:**  
Premier District Management



**Balance Sheet by Fund**  
**Port of the Islands Community Improvement District**  
**March 31, 2019**

	<u>GENERAL FUND</u>	<u>WATER AND SEWER FUND</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>			
<b>Current Assets</b>			
Cash	169,915.98	102,716.75	272,632.73
Assessments Receivable	369,196.31	0.00	369,196.31
Allowance-Doubtful Collections	(369,196.31)	0.00	(369,196.31)
Accounts Receivable	0.00	3,683.94	3,683.94
Assessments Receivable	0.00	1,118,169.89	1,118,169.89
Allowance-Doubtful Collections	0.00	(1,118,169.89)	(1,118,169.89)
Due To/From 001/202	(301,842.20)	0.00	(301,842.20)
Due To/From 001/202	0.00	301,842.20	301,842.20
Investment-Valley National MMA	1,006,102.61	0.00	1,006,102.61
Prepaid Items	6,893.02	0.00	6,893.02
Deferred Amount of Refunding	0.00	36,369.65	36,369.65
<b>Total Current Assets</b>	<b>881,069.41</b>	<b>444,612.54</b>	<b>1,325,681.95</b>
<b>Noncurrent Assets</b>			
Land	0.00	599,674.85	599,674.85
Infrastructure	0.00	15,448,440.33	15,448,440.33
Accum Depr - Infrastructure	0.00	(6,431,901.99)	(6,431,901.99)
Equipment and Furniture	0.00	287,662.07	287,662.07
Accum Depr - Equip/Furniture	0.00	(125,834.39)	(125,834.39)
<b>Total Noncurrent Assets</b>	<b>0.00</b>	<b>9,778,040.87</b>	<b>9,778,040.87</b>
<b>TOTAL ASSETS</b>	<b>881,069.41</b>	<b>10,222,653.41</b>	<b>11,103,722.82</b>
<b><u>LIABILITIES</u></b>			
<b>Current Liabilities</b>			
Accounts Payable	1,964.77	0.00	1,964.77
Accounts Payable	0.00	7,480.86	7,480.86
Revenue Bonds Payable-Current	0.00	478,500.00	478,500.00
Accrued Interest Payable	0.00	18,232.82	18,232.82
Other Current Liabilities	0.00	10,988.72	10,988.72
Deposits	0.00	28,766.71	28,766.71
<b>Total Current Liabilities</b>	<b>1,964.77</b>	<b>543,969.11</b>	<b>545,933.88</b>
<b>Long-Term Liabilities</b>			
Revenue Bonds Payable-LY	0.00	957,000.00	957,000.00
<b>Total Long-Term Liabilities</b>	<b>0.00</b>	<b>957,000.00</b>	<b>957,000.00</b>
<b>TOTAL LIABILITIES</b>	<b>1,964.77</b>	<b>1,500,969.11</b>	<b>1,502,933.88</b>
<b>FUND BALANCES/NET ASSETS</b>			
<b>Fund Balances</b>			
<b>Nonspendable</b>			
Prepaid Items	6,893.02	0.00	6,893.02
<b>Assigned</b>			
Operating Reserves	103,762.00	0.00	103,762.00
<b>Unassigned</b>			
Unassigned	768,449.62	0.00	768,449.62
<b>Net Assets</b>			
Invested in capital assets, net of related debt	0.00	8,331,552.15	8,331,552.15
Unrestricted/Unreserved	0.00	390,132.15	390,132.15
<b>TOTAL FUND BALANCES/NET ASSETS</b>	<b>879,104.64</b>	<b>8,721,684.30</b>	<b>9,600,788.94</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES/NET ASSETS</b>	<b>\$ 881,069.41</b>	<b>\$ 10,222,653.41</b>	<b>\$ 11,103,722.82</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Period Ending March 31, 2019**

General Fund	<u>ANNUAL BUDGET</u>	<u>YTD Budget</u>	<u>YTD ACTUAL</u>	<u>Variance</u>	<u>% ANNUAL BUDGET</u>	<u>MAR 31, 2019 ACTUAL</u>
<b>Revenues</b>						
Interest - Investments	3,500	1,750	7,456	5,706	(213)	1,932
Special Assmnts- Tax Collector	324,776	162,388	293,071	130,683	(90)	0
Interest - Tax Collector	0	0	112	112	0	0
Special Assmnts- District Collected	34,841	17,321	0	(17,321)	0	0
Special Assmnts- Uncollectable	(34,641)	(17,321)	0	17,321	0	0
Special Assmnts- Discounts	(17,223)	(8,612)	(7,921)	690	(46)	0
Other Miscellaneous Revenues	0	0	12,219	12,219	0	0
<b>Total Revenues</b>	<b>311,053</b>	<b>155,526</b>	<b>304,937</b>	<b>149,410</b>	<b>(98)</b>	<b>1,932</b>
<b>Expenses</b>						
<b>Administrative</b>						
P/R-Board Of Supervisors	7,000	3,500	2,900	600	41	500
Employment Taxes	536	268	179	89	33	35
P/R - Processing Fees	600	300	285	15	48	128
Profserv-Engineering	12,500	6,250	5,711	539	46	1,032
Profserv-Legal Services	12,500	6,250	3,740	2,510	30	436
Profserv-Mgmt Consulting Serv	43,394	21,897	21,897	0	50	3,616
Profserv-Property Appraiser	4,851	2,428	700	1,725	14	0
Auditing Services	3,500	1,750	0	1,750	0	0
Postage And Freight	350	175	68	107	19	68
Rental - Meeting Room	350	175	75	100	21	0
Insurance-General Liability	8,000	4,000	3,769	232	47	574
Printing And Binding	600	300	0	300	0	0
Legal Advertising	1,000	500	0	500	0	0
Miscellaneous Services	500	250	185	65	37	0
Misc-Assessmnt Collection Cost	6,468	3,234	5,703	(2,469)	88	0
Office Supplies	200	100	0	100	0	0
Annual District Filing Fee	175	87	175	(88)	100	0
<b>Total Administrative</b>	<b>102,524</b>	<b>51,262</b>	<b>45,187</b>	<b>6,075</b>	<b>44</b>	<b>6,389</b>
<b>Field</b>						
Contracts-Field Services	25,000	12,500	13,648	(1,148)	55	2,275
Electricity-Streetlighting	19,000	9,500	9,689	(189)	51	1,965
R&M-Renewal and Replacement	5,000	2,500	6,042	(3,542)	121	3,192
R&M-Storm Water Drainage	3,000	1,500	1,402	98	47	1,184
<b>Total Field</b>	<b>52,000</b>	<b>26,000</b>	<b>30,781</b>	<b>(4,781)</b>	<b>59</b>	<b>8,616</b>
<b>Landscape/Irrigation</b>						
Contracts-Landscape	82,830	41,415	42,387	(972)	51	7,424
Utility-Irrigation	15,000	7,500	5,160	2,340	34	0
R&M-Irrigation	10,000	5,000	3,598	1,402	36	930
<b>Total Landscape/Irrigation</b>	<b>107,830</b>	<b>53,915</b>	<b>51,145</b>	<b>2,770</b>	<b>47</b>	<b>8,354</b>
<b>Roadway Management</b>						
R&M-Signage	1,000	500	138	362	14	0
R&M-Roads & Alleyways	5,000	2,500	4,000	(1,500)	80	0



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Period Ending March 31, 2019**

General Fund

	<u>ANNUAL BUDGET</u>	<u>YTD Budget</u>	<u>YTD ACTUAL</u>	<u>Variance</u>	<u>% ANNUAL BUDGET</u>	<u>MAR 31,2019 ACTUAL</u>
<b>Total Roadway Management</b>	6,000	3,000	4,138	(1,138)	69	0
<b><u>Mosquito Control</u></b>						
Contracts-Mosquito Treatment	19,500	9,750	5,922	3,828	30	987
Chemicals-Mosquito Spray	10,000	5,000	0	5,000	0	0
R&M-Mosquito Control	5,000	2,500	0	2,500	0	0
<b>Total Mosquito Control</b>	<b>34,500</b>	<b>17,250</b>	<b>5,922</b>	<b>11,328</b>	<b>17</b>	<b>987</b>
<b><u>Other Sources/Uses</u></b>						
<b>Total Expenses</b>	<b>302,854</b>	<b>151,427</b>	<b>137,173</b>	<b>14,254</b>	<b>45</b>	<b>24,346</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>8,199</b>	<b>4,099</b>	<b>167,764</b>	<b>135,156</b>	<b>(2,046)</b>	<b>(22,414)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Period Ending March 31, 2019**

Water And Sewer Fund	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>% Annual Budget</u>	<u>March 31, 2019 Actual</u>
<b>Revenues</b>						
Interest - Investments	500	250	514	264	(103)	135
Water Revenue	83,078	41,539	32,688	(8,851)	(39)	24
Sewer Revenue	115,420	57,710	48,990	(8,720)	(42)	38
Irrigation Fees	103,477	51,738	57,251	5,512	(55)	139
Meter Fees	2,500	1,250	0	(1,250)	0	0
Special Assmnts- Tax Collector	1,240,329	620,165	1,119,319	499,155	(90)	0
Interest - Tax Collector	0	0	429	429	0	0
Special Assmnts- District Collected	181,335	90,668	0	(90,668)	0	0
Special Assmnts- Uncollectable	(181,335)	(90,668)	0	90,668	0	0
Special Assmnts- Discounts	(49,286)	(24,643)	(30,253)	(5,610)	(61)	0
Other Miscellaneous Revenues	0	0	3,240	3,240	0	135
<b>Total Revenues</b>	<b>1,496,018</b>	<b>748,009</b>	<b>1,232,178</b>	<b>484,169</b>	<b>(82)</b>	<b>469</b>
<b>Expenses</b>						
<b>Personnel and Administration</b>						
P/R-Board Of Supervisors	7,000	3,500	2,900	600	41	500
Employment Taxes	536	268	191	77	36	47
P/R - Processing Fees	30	15	265	(250)	883	108
ProfServ-Engineering	12,500	6,250	9,575	(3,325)	77	0
ProfServ-Legal Services	12,500	6,250	1,756	4,494	14	436
ProfServ-Mgmt Consulting Serv	43,394	21,697	21,697	0	50	3,616
ProfServ-Property Appraiser	18,482	9,241	700	8,541	4	0
Auditing Services	3,500	1,750	0	1,750	0	0
Postage And Freight	700	350	68	282	10	68
Rental - Meeting Room	350	175	75	100	21	0
Insurance - General Liability	7,800	3,900	4,957	(1,057)	64	1,121
Printing And Binding	100	50	0	50	0	0
Legal Advertising	1,000	500	0	500	0	0
Miscellaneous Services	2,250	1,125	0	1,125	0	0
Utility Billing Supplies	2,000	1,000	1,574	(574)	79	392
Misc-Assessmnt Collection Cost	22,130	11,065	21,781	(10,716)	98	0
Office Supplies	200	100	0	100	0	0
Communication - Telephone - Field	4,400	2,200	2,031	169	46	278
<b>Total Personnel and Administration</b>	<b>138,872</b>	<b>69,436</b>	<b>67,570</b>	<b>1,866</b>	<b>49</b>	<b>6,566</b>
<b>Water-Sewer Comb Services</b>						
Utility - General	78,000	39,000	36,468	2,532	47	6,287
Utility - New connections	3,500	1,750	0	1,750	0	0
Contracts-Mgmt Services	322,770	161,385	146,643	14,743	45	29,329
Contracts-Utility Billing	20,600	10,300	10,300	0	50	1,717
Contracts-Generator Maint	500	250	0	250	0	0
R&M-Lift Station	7,000	3,500	750	2,750	11	300
R&M-Potable Water Lines	19,000	9,500	0	9,500	0	0
R&M-Water Plant	31,000	15,500	20,626	(5,126)	67	450
R&M-Waste Water Plant	16,000	8,000	7,642	358	48	1,439
R&M-Sewer Lines	5,200	2,600	0	2,600	0	0
R&M-Backflow Inspection	13,680	6,840	0	6,840	0	0



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Period Ending March 31, 2019**

Water And Sewer Fund

	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>% Annual Budget</u>	<u>March 31, 2019 Actual</u>
R&M-Instrumentation	5,000	2,500	0	2,500	0	0
Misc-Licenses & Permits	3,000	1,500	3,000	(1,500)	100	0
Compliance Sampling	22,150	11,075	6,958	4,117	31	1,392
Chemicals-Water Operations	25,000	12,500	9,083	3,417	36	1,579
Chemicals-Wastewater Operations	15,000	7,500	5,782	1,719	39	1,627
Sludge Disposal	20,000	10,000	6,236	3,764	31	5,340
Capital Outlay-WWTP	0	0	49,285	(49,285)	0	0
<b>Total Water-Sewer Combination Services</b>	<b>607,400</b>	<b>303,700</b>	<b>302,773</b>	<b>929</b>	<b>50</b>	<b>49,460</b>
<b><u>Debt Service</u></b>						
Principal Debt Retirement	457,157	228,578	0	228,578	0	0
Interest Expense	58,377	29,189	22,376	6,812	38	0
<b>Total Debt Service</b>	<b>515,534</b>	<b>257,767</b>	<b>22,376</b>	<b>235,390</b>	<b>4</b>	<b>0</b>
<b><u>Other Sources/Uses</u></b>						
<b>Total Expenses</b>	<b>1,261,806</b>	<b>630,903</b>	<b>392,719</b>	<b>238,185</b>	<b>31</b>	<b>56,026</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>234,212</b>	<b>117,106</b>	<b>839,459</b>	<b>245,984</b>	<b>(358)</b>	<b>(55,557)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Year Ending September 30, 2019**

Trend Report - General Fund

	<u>OCT</u> <u>Actual</u>	<u>NOV</u> <u>Actual</u>	<u>DEC</u> <u>Actual</u>	<u>JAN</u> <u>Actual</u>	<u>FEB</u> <u>Actual</u>	<u>MAR</u> <u>Actual</u>	<u>APR</u> <u>Budget</u>	<u>MAY</u> <u>Budget</u>	<u>JUN</u> <u>Budget</u>	<u>JUL</u> <u>Budget</u>	<u>AUG</u> <u>Budget</u>	<u>SEP</u> <u>Budget</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>YTD</u> <u>ACTUAL</u>
<b>Revenues</b>														
Interest - Investments	300	249	1,087	2,036	1,852	1,932	292	292	292	292	292	292	3,500	7,456
Special Assmnts- Tax Collector	0	111,448	153,700	18,929	8,994	0	27,065	27,065	27,065	27,065	27,065	27,065	324,776	293,071
Interest - Tax Collector	0	0	0	112	0	0	0	0	0	0	0	0	0	112
Special Assmnts- District Collected	0	0	0	0	0	0	2,887	2,887	2,887	2,887	2,887	2,887	34,641	0
Special Assmnts- Uncollectable	0	0	0	0	0	0	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(34,641)	0
Special Assmnts- Discounts	0	(1,136)	(6,091)	(527)	(167)	0	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(17,223)	(7,921)
Other Miscellaneous Revenues	12,219	0	0	0	0	0	0	0	0	0	0	0	0	12,219
<b>Total Revenues</b>	<b>12,519</b>	<b>110,561</b>	<b>148,696</b>	<b>20,550</b>	<b>10,679</b>	<b>1,932</b>	<b>25,922</b>	<b>25,922</b>	<b>25,922</b>	<b>25,922</b>	<b>25,922</b>	<b>25,922</b>	<b>311,053</b>	<b>304,937</b>
<b>Expenses</b>														
<b>Administrative</b>														
P/R-Board Of Supervisors	400	500	500	500	500	500	583	583	583	583	583	583	7,000	2,900
Employment Taxes	33	41	(13)	41	41	35	45	45	45	45	45	45	536	179
P/R - Processing Fees	50	25	58	25	0	128	50	50	50	50	50	50	600	285
Profserv-Engineering	1,493	0	629	1,382	1,175	1,032	1,042	1,042	1,042	1,042	1,042	1,042	12,500	5,711
Profserv-Legal Services	0	514	1,984	806	0	436	1,042	1,042	1,042	1,042	1,042	1,042	12,500	3,740
Profserv-Mgmt Consulting Serv	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	43,394	21,697
Profserv-Property Appraiser	700	0	0	0	0	0	404	404	404	404	404	404	4,851	700
Auditing Services	0	0	0	0	0	0	292	292	292	292	292	292	3,500	0
Postage And Freight	0	0	0	0	0	68	29	29	29	29	29	29	350	68
Rental - Meeting Room	0	0	0	0	75	0	29	29	29	29	29	29	350	75
Insurance-General Liability	574	574	896	574	574	574	667	667	667	667	667	667	8,000	3,769
Printing And Binding	0	0	0	0	0	0	50	50	50	50	50	50	600	0
Legal Advertising	0	0	0	0	0	0	83	83	83	83	83	83	1,000	0
Miscellaneous Services	185	0	0	0	0	0	42	42	42	42	42	42	500	185
Misc-Assessmnt Collection Cost	0	2,206	2,952	368	177	0	539	539	539	539	539	539	6,468	5,703
Office Supplies	0	0	0	0	0	0	17	17	17	17	17	17	200	0
Annual District Filing Fee	175	0	0	0	0	0	15	15	15	15	15	15	175	175
<b>Total Administrative</b>	<b>7,226</b>	<b>7,476</b>	<b>10,622</b>	<b>7,312</b>	<b>6,158</b>	<b>6,389</b>	<b>8,545</b>	<b>8,545</b>	<b>8,545</b>	<b>8,545</b>	<b>8,545</b>	<b>8,545</b>	<b>102,524</b>	<b>45,187</b>
<b>Field</b>														
Contracts-Field Services	3,262	3,262	3,262	(687)	2,275	2,275	2,083	2,083	2,083	2,083	2,083	2,083	25,000	13,648
Electricity-Streetlighting	2,003	2,008	918	2,032	762	1,965	1,583	1,583	1,583	1,583	1,583	1,583	19,000	9,689
R&M-Renewal and Replacement	2,850	0	0	0	0	3,192	417	417	417	417	417	417	5,000	6,042
R&M-Storm Water Drainage	0	0	0	0	218	1,184	250	250	250	250	250	250	3,000	1,402
<b>Total Field</b>	<b>8,115</b>	<b>5,270</b>	<b>4,180</b>	<b>1,345</b>	<b>3,255</b>	<b>8,616</b>	<b>4,333</b>	<b>4,333</b>	<b>4,333</b>	<b>4,333</b>	<b>4,333</b>	<b>4,333</b>	<b>52,000</b>	<b>30,781</b>
<b>Landscape/Irrigation</b>														
Contracts-Landscape	0	13,805	6,902	7,127	7,127	7,424	6,903	6,903	6,903	6,903	6,903	6,903	82,830	42,387
Utility-Irrigation	0	1,272	2,073	0	1,815	0	1,250	1,250	1,250	1,250	1,250	1,250	15,000	5,160
R&M-Irrigation	310	911	318	429	700	930	833	833	833	833	833	833	10,000	3,598



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Year Ending September 30, 2019**

Trend Report - General Fund

	<u>OCT</u> <u>Actual</u>	<u>NOV</u> <u>Actual</u>	<u>DEC</u> <u>Actual</u>	<u>JAN</u> <u>Actual</u>	<u>FEB</u> <u>Actual</u>	<u>MAR</u> <u>Actual</u>	<u>APR</u> <u>Budget</u>	<u>MAY</u> <u>Budget</u>	<u>JUN</u> <u>Budget</u>	<u>JUL</u> <u>Budget</u>	<u>AUG</u> <u>Budget</u>	<u>SEP</u> <u>Budget</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>YTD</u> <u>ACTUAL</u>
<b>Total Landscape/Irrigation</b>	310	15,988	9,293	7,556	9,642	8,354	8,986	8,986	8,986	8,986	8,986	8,986	107,830	51,145
<b><u>Roadway Management</u></b>														
R&M-Signage	0	0	0	0	138	0	83	83	83	83	83	83	1,000	138
R&M-Roads & Alleyways	1,700	0	2,300	0	0	0	417	417	417	417	417	417	5,000	4,000
<b>Total Roadway Management</b>	1,700	0	2,300	0	138	0	500	500	500	500	500	500	6,000	4,138
<b><u>Mosquito Control</u></b>														
Contracts-Mosquito Treatment	0	0	0	3,948	987	987	1,625	1,625	1,625	1,625	1,625	1,625	19,500	5,922
Chemicals-Mosquito Spray	0	0	0	0	0	0	833	833	833	833	833	833	10,000	0
R&M-Mosquito Control	0	0	0	0	0	0	417	417	417	417	417	417	5,000	0
<b>Total Mosquito Control</b>	0	0	0	3,948	987	987	2,875	2,875	2,875	2,875	2,875	2,875	34,500	5,922
<b><u>Other Sources/Uses</u></b>														
<b>Total Expenses</b>	17,351	28,734	26,395	20,161	20,180	24,346	25,239	25,239	25,239	25,239	25,239	25,239	302,854	137,173
<b>Excess Revenue Over (Under) Expenditures</b>	(4,832)	81,827	122,301	389	(9,501)	(22,414)	683	683	683	683	683	683	8,199	167,764

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Year Ending September 30, 2019**

Trend Report - Water And Sewer Fund

	<u>OCT</u> <u>Actual</u>	<u>NOV</u> <u>Actual</u>	<u>DEC</u> <u>Actual</u>	<u>JAN</u> <u>Actual</u>	<u>FEB</u> <u>Actual</u>	<u>MAR</u> <u>Actual</u>	<u>APR</u> <u>Budget</u>	<u>MAY</u> <u>Budget</u>	<u>JUN</u> <u>Budget</u>	<u>JUL</u> <u>Budget</u>	<u>AUG</u> <u>Budget</u>	<u>SEP</u> <u>Budget</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>YTD</u> <u>ACTUAL</u>
<b>Revenues</b>														
Interest - Investments	5	45	161	89	79	135	42	42	42	42	42	42	500	514
Water Revenue	8,693	122	9,836	34	13,980	24	6,923	6,923	6,923	6,923	6,923	6,923	83,078	32,688
Sewer Revenue	13,222	187	14,856	52	20,636	36	9,618	9,618	9,618	9,618	9,618	9,618	115,420	48,990
Irrigation Fees	16,293	0	20,430	(801)	21,190	139	8,623	8,623	8,623	8,623	8,623	8,623	103,477	57,251
Meter Fees	0	0	0	0	0	0	208	208	208	208	208	208	2,500	0
Special Assmnts- Tax Collector	0	425,650	587,022	72,296	34,351	0	103,361	103,361	103,361	103,361	103,361	103,361	1,240,329	1,119,319
Interest - Tax Collector	0	0	0	429	0	0	0	0	0	0	0	0	0	429
Special Assmnts- District Collected	0	0	0	0	0	0	15,111	15,111	15,111	15,111	15,111	15,111	181,335	0
Special Assmnts- Uncollectable	0	0	0	0	0	0	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(181,335)	0
Special Assmnts- Discounts	0	(4,339)	(23,263)	(2,013)	(638)	0	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(49,286)	(30,253)
Other Miscellaneous Revenues	870	100	1,100	905	130	135	0	0	0	0	0	0	0	3,240
<b>Total Revenues</b>	<b>39,083</b>	<b>421,765</b>	<b>610,142</b>	<b>70,991</b>	<b>89,728</b>	<b>469</b>	<b>124,668</b>	<b>124,668</b>	<b>124,668</b>	<b>124,668</b>	<b>124,668</b>	<b>124,668</b>	<b>1,496,018</b>	<b>1,232,178</b>
<b>Expenses</b>														
<b>Personnel and Administration</b>														
P/R-Board Of Supervisors	400	500	500	500	500	500	583	583	583	583	583	583	7,000	2,900
Employment Taxes	33	41	(13)	41	41	47	45	45	45	45	45	45	536	191
P/R - Processing Fees	50	25	57	25	0	108	3	3	3	3	3	3	30	265
ProfServ-Engineering	344	3,885	3,143	1,531	673	0	1,042	1,042	1,042	1,042	1,042	1,042	12,500	9,575
ProfServ-Legal Services	0	514	0	806	0	436	1,042	1,042	1,042	1,042	1,042	1,042	12,500	1,756
ProfServ-Mgmt Consulting Serv	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	3,616	43,394	21,697
ProfServ-Property Appraiser	700	0	0	0	0	0	1,540	1,540	1,540	1,540	1,540	1,540	18,482	700
Auditing Services	0	0	0	0	0	0	292	292	292	292	292	292	3,500	0
Postage And Freight	0	0	0	0	0	68	58	58	58	58	58	58	700	68
Rental - Meeting Room	0	0	0	0	75	0	29	29	29	29	29	29	350	75
Insurance - General Liability	574	574	1,538	574	574	1,121	650	650	650	650	650	650	7,800	4,957
Printing And Binding	0	0	0	0	0	0	8	8	8	8	8	8	100	0
Legal Advertising	0	0	0	0	0	0	83	83	83	83	83	83	1,000	0
Miscellaneous Services	0	0	0	0	0	0	188	188	188	188	188	188	2,250	0
Utility Billing Supplies	574	0	301	306	0	392	167	167	167	167	167	167	2,000	1,574
Misc-Assessmnt Collection Cost	0	8,426	11,275	1,406	674	0	1,844	1,844	1,844	1,844	1,844	1,844	22,130	21,781
Office Supplies	0	0	0	0	0	0	17	17	17	17	17	17	200	0
Communication - Telephone - Field	647	273	278	278	278	278	367	367	367	367	367	367	4,400	2,031
<b>Total Personnel and Administration</b>	<b>6,938</b>	<b>17,854</b>	<b>20,695</b>	<b>9,083</b>	<b>6,431</b>	<b>6,566</b>	<b>11,574</b>	<b>11,574</b>	<b>11,574</b>	<b>11,574</b>	<b>11,574</b>	<b>11,574</b>	<b>138,872</b>	<b>67,570</b>
<b>Water-Sewer Comb Services</b>														
Utility - General	5,146	5,297	6,038	7,098	6,600	6,287	6,500	6,500	6,500	6,500	6,500	6,500	78,000	36,468
Utility - New connections	0	0	0	0	0	0	292	292	292	292	292	292	3,500	0
Contracts-Mgmt Services	0	29,329	29,329	29,329	29,329	29,329	26,898	26,898	26,898	26,898	26,898	26,898	322,770	146,643
Contracts-Utility Billing	1,717	1,717	1,717	1,717	1,717	1,717	1,717	1,717	1,717	1,717	1,717	1,717	20,600	10,300



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands Community Improvement District**  
**For the Year Ending September 30, 2019**

## Trend Report - Water And Sewer Fund

	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>ANNUAL</u>	<u>YTD</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>BUDGET</u>	<u>ACTUAL</u>
Contracts-Generator Maint	0	0	0	0	0	0	42	42	42	42	42	42	500	0
R&M-Lift Station	0	0	0	0	450	300	583	583	583	583	583	583	7,000	750
R&M-Potable Water Lines	0	0	0	0	0	0	1,583	1,583	1,583	1,583	1,583	1,583	19,000	0
R&M-Water Plant	867	3,243	0	2,400	13,666	450	2,583	2,583	2,583	2,583	2,583	2,583	31,000	20,626
R&M-Waste Water Plant	0	5,374	225	304	300	1,439	1,333	1,333	1,333	1,333	1,333	1,333	16,000	7,642
R&M-Sewer Lines	0	0	0	0	0	0	433	433	433	433	433	433	5,200	0
R&M-Backflow Inspection	0	0	0	0	0	0	1,140	1,140	1,140	1,140	1,140	1,140	13,680	0
R&M-Instrumentation	0	0	0	0	0	0	417	417	417	417	417	417	5,000	0
Misc-Licenses & Permits	0	3,000	0	0	0	0	250	250	250	250	250	250	3,000	3,000
Compliance Sampling	0	1,392	1,392	1,392	1,392	1,392	1,846	1,846	1,846	1,846	1,846	1,846	22,150	6,958
Chemicals-Water Operations	1,549	1,399	3,398	0	1,158	1,579	2,083	2,083	2,083	2,083	2,083	2,083	25,000	9,083
Chemicals-Wastewater Operations	662	474	1,492	0	1,527	1,627	1,250	1,250	1,250	1,250	1,250	1,250	15,000	5,782
Sludge Disposal	0	0	0	896	0	5,340	1,667	1,667	1,667	1,667	1,667	1,667	20,000	6,236
Capital Outlay-WWTP	0	0	49,285	0	0	0	0	0	0	0	0	0	0	49,285
<b>Total Water-Sewer Combination Services</b>	<b>9,941</b>	<b>51,225</b>	<b>92,876</b>	<b>43,136</b>	<b>56,139</b>	<b>49,460</b>	<b>50,617</b>	<b>50,617</b>	<b>50,617</b>	<b>50,617</b>	<b>50,617</b>	<b>50,617</b>	<b>607,400</b>	<b>302,773</b>
<b>Debt Service</b>														
Principal Debt Retirement	0	0	0	0	0	0	38,096	38,096	38,096	38,096	38,096	38,096	457,157	0
Interest Expense	22,376	0	0	0	0	0	4,865	4,865	4,865	4,865	4,865	4,865	58,377	22,376
<b>Total Debt Service</b>	<b>22,376</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42,961</b>	<b>42,961</b>	<b>42,961</b>	<b>42,961</b>	<b>42,961</b>	<b>42,961</b>	<b>515,534</b>	<b>22,376</b>
<b>Other Sources/Uses</b>														
<b>Total Expenses</b>	<b>39,255</b>	<b>69,079</b>	<b>113,571</b>	<b>52,219</b>	<b>62,570</b>	<b>56,026</b>	<b>105,152</b>	<b>105,152</b>	<b>105,152</b>	<b>105,152</b>	<b>105,152</b>	<b>105,152</b>	<b>1,261,806</b>	<b>392,719</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(172)</b>	<b>352,686</b>	<b>496,571</b>	<b>18,772</b>	<b>27,168</b>	<b>(55,557)</b>	<b>19,516</b>	<b>19,516</b>	<b>19,516</b>	<b>19,516</b>	<b>19,516</b>	<b>19,516</b>	<b>234,212</b>	<b>839,459</b>

<b>PORT OF THE ISLANDS</b> <b>COMMUNITY IMPROVEMENT DISTRICT</b>
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Cash and Investment Report  
March 31, 2019

Account Name	Bank	Yield	Balance
<b>GENERAL FUND</b>			
Checking (GF) 9580	Valley	0.00%	251,500.37
Money Market (GF) 1572	Valley	2.45%	<u>1,006,102.61</u>
		<b>Subtotal</b>	<b>1,257,602.98</b>
<b>WATER &amp; SEWER FUND</b>			
Checking (WSF) 8933	Valley	2.20%	102,997.80
		<b>Subtotal</b>	<u>102,997.80</u>
		<b>Total</b>	<u><u>\$ 1,360,600.78</u></u>



**PORT OF THE ISLANDS**  
**COMMUNITY IMPROVEMENT DISTRICT**

Non-Ad Valorem Special Assessments  
(Collier County Tax Collector - Monthly Collection Distributions)  
*Fiscal Year Ending September 30, 2019*

**GROSS ASSESSMENTS LEVIED**

\$ 324,776 \$ 1,240,329  
20.75% 79.25%

Distribution	Gross Amount Received	Discounts/ (Penalties)	Collection Cost	Net Amount Received	ALLOCATION	
					General Fund	Debt Fund
October	-	-	-	-	-	-
November	17,534.80	(900.65)	(332.68)	16,301.47	3,638.47	13,896.33
	114,346.26	(4,573.87)	(2,195.45)	107,576.94	23,726.85	90,619.41
	405,217.06	-	(8,104.34)	397,112.72	84,082.54	321,134.52
December	512,137.31	(20,485.31)	(9,833.04)	481,818.96	106,268.49	405,868.82
	228,583.87	(8,869.19)	(4,394.30)	215,320.38	47,431.15	181,152.72
January	91,225.48	(2,540.18)	(1,773.70)	86,911.60	18,929.29	72,296.19
February	43,345.19	(804.77)	(850.81)	41,689.61	8,994.13	34,351.06
March	-	-	-	-	-	-
April						
May						
June						
July						
August						
September						
<b>TOTAL</b>	<b>1,412,389.97</b>	<b>(38,173.97)</b>	<b>(27,484.32)</b>	<b>1,346,731.68</b>	<b>293,070.92</b>	<b>1,119,319.05</b>
<b>BALANCE REMAINING</b>					<b>\$ 31,705</b>	<b>\$ 121,010</b>

<b>TOTAL ASSESSMENTS</b>	<b>\$ 1,565,105</b>	<b>PERCENT COLLECTED</b>	<b>90.24%</b>
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Run: 4/03/2019 @ 1:52 PM	<b>Port of the Islands Community Improvement District Reconciliation - Valley National 9580 OPS</b>	Page: 1
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Closing Balance from Previous Statement.....	2/28/2019	251,500.37
1 Deposits and Other Additions Totaling.....		12.00
17 Checks and Other Withdrawals Totaling.....		80,087.15
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....		0.00
Closing Balance for this Statement.....	3/29/2019	171,425.22
Difference.....		0.00

Cash Balance from General Ledger.....	3/29/2019	169,915.98
Open Activity from Bank Register.....		(1,509.24)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		171,425.22

Date	Reference	Deposit Description	Amount
✓ 3/04/2019	DEP		12.00
<b>Total Deposits:</b>			<b>12.00</b>

Date	Check	To	Check Description	Amount
✓ 2/25/2019	0050001	Kish, Russell B.	BOS Meeting Payroll Wages (paper check) - 2/15/2019	184.70
✓ 2/27/2019	0010317	PORT OF THE ISLANDS	Invoices Cays West Feb 18, Cays East Feb 18, Newport East Dec 18	1,814.94
✓ 3/01/2019	EFT	Surepayroll	Payroll Processing Fee	20.00
✓ 3/08/2019	0010331	LCEC		8,613.92
✓ 3/08/2019	EFT	ADP	Payroll Setup & Processing Fees	120.00
✓ 3/08/2019	EFT	ADP	Employment Tax Deposit - Reconciliation	12.00
✓ 3/14/2019	0010319	Brenntag Mid-South Inc	Invoices BMS202567, BMS205780, BMS220320, BMS220321, BMS223356, BMS223357	2,628.75
✓ 3/14/2019	0010320	Daniel H. Cox, P.A.	Professional Services	872.45
✓ 3/14/2019	0010321	Florida Utility Solutions	Utility Operation & Maintenance	32,909.60
✓ 3/14/2019	0010322	Karle Enviro Organic Recycling, Inc.	Disposal 6 Loads to Karle Facility	5,340.00
✓ 3/14/2019	0010323	Premier District Management	District Management, Field & Utility Billing Services - MAR 2019	12,603.05
✓ 3/14/2019	0010324	Soto's Lawn Service	Invoices 19-0216, 19-0218, 19-0225, 19-0247, 19-0293, 19-0300	12,395.94
✓ 3/15/2019	0010325	EGIS Insurance Advisors, LLC	Policy Change	547.00
✓ 3/15/2019	0010326	Hole Montes, Inc.	General Engineering Services	1,032.00
✓ 3/22/2019	EFT	ADP	Payroll - MAR 2019 (Direct Deposit Wages)	738.80
✓ 3/22/2019	EFT	ADP	Payroll - MAR 2019 (Taxes)	159.00
✓ 3/29/2019	EFT	ADP	Payroll Processing Fees	95.00
<b>Total Checks:</b>				<b>80,087.15</b>



Run: 4/05/2019 at 10:57 AM

**Part of the Islands Community Improvement District**  
**Check Register from 3/01/2019 to 3/31/2019**  
**Valley National 9580 OPS**

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<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
EFT	3/01/2019	[SUREPAYROLL] Surepayroll ( Payroll Processing Fee)	20.00
EFT	3/08/2019	[ADP] ADP ( Employment Tax Deposit - Reconciliation)	12.00
0010331	3/08/2019	[LCEC - AUTOPAY] LCEC	8,613.92
EFT	3/08/2019	[ADP] ADP ( Payroll Setup & Processing Fees)	120.00
0010319	3/14/2019	[BRENNTAG] Brenntag Mid-South ( Invoices BMS202567, BMS205780, BMS220320, BMS220321, BMS223356, BMS223357)	2,628.75
0010320	3/14/2019	[DANIEL COX] Daniel H. Cox, P.A. ( Professional Services)	872.45
0010321	3/14/2019	[FLORIDA UTILITY] Florida Utility Solutions ( Utility Operation & Maintenance)	32,909.60
0010322	3/14/2019	[KARLE] Karle Enviro Organic Recycling, Inc. ( Disposal 6 Loads to Karle Facility)	5,340.00
0010323	3/14/2019	[PREMIER DISTRICT] Premier District Management ( District Management, Field & Utility Billing Services - MAR 2019)	12,603.05
0010324	3/14/2019	[SOTOS] Soto's Lawn Service ( Invoices 19-0216, 19-0218, 19-0225, 19-0247, 19-0293, 19-0300)	12,395.94
0010325	3/15/2019	[EGIS] EGIS Insurance Advisors, LLC ( Policy Change )	547.00
0010326	3/15/2019	[HOLE MONTES] Hole Montes ( General Engineering Services)	1,032.00
EFT	3/22/2019	[ADP] ADP ( Payroll - MAR 2019 (Paper Checks))	184.70
EFT	3/22/2019	[ADP] ADP ( Payroll - MAR 2019 (Direct Deposit Wages))	738.80
EFT	3/22/2019	[ADP] ADP ( Payroll - MAR 2019 (Taxes))	159.00
0010327	3/26/2019	[CENTURYLINK] CenturyLink ( Service 03/04 - 04/03)	277.74
0010328	3/27/2019	[BRENNTAG] Brenntag Mid-South ( Invoices BMS234192, BMS234193)	577.00
0010329	3/27/2019	[COLLIER COUNTY TAX] Collier County Tax Collector ( Postage for First Tax Billing)	135.80
0010330	3/27/2019	[COMMUNITY FIELD] Community Field Services ( Work Order 1287)	334.00
EFT	3/29/2019	[ADP] ADP ( Payroll Processing Fees)	95.00
<b>Total Checks:</b>			<b><u>79,596.75</u></b>

Closing Balance from Previous Statement.....	2/28/2019	52,475.56
14 Deposits and Other Additions Totaling.....		53,345.07
3 Checks and Other Withdrawals Totaling.....		2,795.82
2 Adjustments Totaling.....		-162.37
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	3/29/2019	135.36
Closing Balance for this Statement.....	3/29/2019	102,997.80
Difference.....		0.00

Cash Balance from General Ledger.....	3/29/2019	102,942.80
Open Activity from Bank Register.....		(55.00)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		102,997.80

Date	Reference	Deposit Description	Amount
✓ 3/01/2019	DEP U/B	Remote Deposit	9,074.63
✓ 3/04/2019	DEP	Remote U/B Deposit	5,856.99
✓ 3/06/2019	DEP	Remote U/B Deposit	2,541.10
✓ 3/08/2019	DEP	Branch Deposit	1,101.15
✓ 3/08/2019	DEP	Remote U/B Deposit	1,777.33
✓ 3/11/2019	DEP	Remote U/B Deposit	1,901.31
✓ 3/13/2019	DEP	Remote U/B Deposit	2,145.58
✓ 3/15/2019	DEP	Remote U/B Deposit	2,514.27
✓ 3/18/2019	DEP	Remote U/B Deposit	3,740.14
✓ 3/20/2019	DEP	Remote U/B Deposit	4,157.67
✓ 3/21/2019	ACH	EZPAY - FEB 2019 U/B	16,740.81
✓ 3/22/2019	DEP	Remote U/B Deposit	579.91
✓ 3/26/2019	DEP	Remote U/B Deposit	762.70
✓ 3/28/2019	DEP	Remote U/B Deposit	451.48
<b>Total Deposits:</b>			<b>53,345.07</b>

Date	Check	To	Check Description	Amount
✓ 2/27/2019	0001021	Brenntag Mid-South Inc		2,684.50
✓ 3/05/2019	0001022	KENNEDY, GARY	Deposit Refund - Closed Account	22.83
✓ 3/05/2019	0001023	PEDUZZI, JOHN/KATHY	Deposit Refund - Closed U/B Account	88.49
<b>Total Checks:</b>				<b>2,795.82</b>

Date	Reference	Adjustment Description	Amount
✓ 3/29/2019		Interest Earned	135.36
✓ 3/06/2019	NSF	Returned U/B Customer Payment - NSF	-153.78
✓ 3/26/2019	NSF	Returned U/B Customer Payment - Invalid Bank Account Number	-8.59
<b>Total Adjustments:</b>			<b>-27.01</b>



Run: 4/03/2019 at 7:04 AM **Port of the Islands Community Improvement District** Page: 1  
**Check Register from 3/01/2019 to 3/31/2019**  
**Valley National 8933 W/S**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001022	3/05/2019	[90306] GARY KENNEDY ( Deposit Refund - Closed Account)	22.83
0001023	3/05/2019	[90813] JOHN/KATHY PEDUZZI ( Deposit Refund - Closed U/B Account)	88.49
0001024	3/05/2019	[90597] ALLEN VAN PUTTEN ( Deposit Refund - Closed U/B Account)	40.00
<b><u>Total Checks:</u></b>			<b><u>151.32</u></b>

Closing Balance from Previous Statement.....	2/28/2019	1,004,170.92
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	3/29/2019	1,931.69
Closing Balance for this Statement.....	3/29/2019	1,006,102.61
Difference.....		0.00

Cash Balance from General Ledger.....	3/29/2019	1,006,102.61
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		1,006,102.61

Date	Reference	Adjustment Description	Amount
✓ 3/29/2019		Interest Earned	1,931.69
<b>Total Adjustments:</b>			<b>1,931.69</b>



**Port of the Islands Community Improvement District**  
**UTILITY BILLING AGING REPORT- Over 90 Days**  
**FOR PERIOD ENDING 3/31/2019**

ACCOUNT #	NAME	NOTES	BALANCE DUE
90853	ARBOGAST, ROSEMARIE	Put on EZ pay 03.25.19	10.00
90078	BROWN, CHRISTINA	Turned off 11/28/17	50.00
90224	GLOVER, RICHARD	Turned off 11/28/16	196.62
90307	KENNY, ROSE		8.59
90783	KEY REAL ESTATE-2		25.00
90327	KREMER, JOHN	Turned off 02/28/18	230.53
90333	LACEY, BRANDON	Turned off 12/16/17	209.44
90829	NML INVESTMENTS		216.04
90858	PARETA, ACELA		8.59
90438	PARK, JOE/KIM		25.00
90448	PEREZ, JUAN		23.66
90527	SOLBERG, NOLAN		60.10
90767	THOMAS, DARYL	Turned off 10/11/18	139.38
90594	TWENTE, DEANN	Turned off 01/16/18	99.48
90612	WHEELER, MARILYN	Turned off 06/13/18	102.82
90614	WIELGOS, DAN	Turned off 07/20/18	335.43
TOTAL			\$ 1,740.68

**PORT OF THE ISLANDS  
UTILITY BILLING WRITE OFFS  
FOR PERIOD 10/01/16 THRU 03/31/19**

OrgLookup	OrgName	Notes	BALANCE DUE	Memo
90078	BROWN, CHRISTINA	Turned off 11/28/17	75.00	All late fees
90224	GLOVER, RICHARD	Turned off 11/28/16	221.62	100.00 Late Fees
90327	KREMER, JOHN	Turned off 02/28/18	255.53	100.00 Late Fees
90333	LACEY, BRANDON	Turned off 12/16/17	234.44	100.00 Late Fees
90767	THOMAS, DARYL	Turned off 10/11/18	164.38	100.00 Late Fees
90594	TWENTE, DEANN	Turned off 01/16/18	124.48	100.00 Late Fees
90612	WHEELER, MARILYN	Turned off 06/13/18	127.82	75.00 Late Fees
90614	WIELGOS, DAN	Turned off 07/20/18	360.42	75.00 Late Fees
TOTAL			\$1,563.69	



<b>Water &amp; Sewer Fund</b>	<b><u>Budget</u></b> <b><u>FY 2019</u></b>	<b><u>Proposed</u></b> <b><u>Budget</u></b> <b><u>FY 2020</u></b>	<b><u>Changes</u></b>
<b><u>Revenues</u></b>			
202.361001.0000 Interest - Investments	500	700	
202.361003.0000 Water Revenue	83,078	-	
202.361004.0000 Sewer Revenue	115,420	-	
202.361005.0000 Irrigation Fees	103,477	-	
202.361006.0000 Meter Fees	2,500	1,500	
202.363010.0000 Special Assmnts- Tax Collector	1,240,329	-	
202.363011.0000 Interest - Tax Collector	-	-	
202.363020.0000 Special Assmnts- District Collected	181,335	105,779	
202.363050.0000 Special Assmnts- Uncollectable	(181,335)	(105,779)	
202.363090.0000 Special Assmnts- Discounts	(49,286)	(59,003)	
202.369900.0000 Other Miscellaneous Revenues	-	-	
<b>Total Revenues</b>	<b>1,496,018</b>	<b>(56,803)</b>	
<b><u>Expenses</u></b>			
<b><u>Personnel &amp; Administration</u></b>			
202.511001.0000 P/R-Board Of Supervisors	7,000	7,000	
202.521001.0000 Employment Taxes	536	536	
202.521002.0000 P/R - Processing Fees	30	720	
202.531002.0000 ProfServ-Engineering	12,500	16,000	
202.531003.0000 ProfServ-Legal Services	12,500	12,000	
202.531027.0000 ProfServ-Mgmt Consulting Serv	43,394	44,696	
202.531035.0000 ProfServ-Property Appraiser	18,482	11,481	
202.531045.0000 ProfServ-Special Assessment	-	-	
202.532002.0000 Auditing Services	3,500	3,500	
202.541006.0000 Postage And Freight	700	700	
202.544001.0000 Rental - Meeting Room	350	350	
202.545002.0000 Insurance - General Liability	7,800	8,386	
202.547001.0000 Printing And Binding	100	200	
202.548002.0000 Legal Advertising	1,000	1,000	
202.549001.0000 Miscellaneous Services	2,250	2,250	
202.549002.0000 Utility Billing Supplies	2,000	2,400	
202.549009.0000 Misc-Bank Charge	-	-	
202.549070.0000 Misc-Assessmnt Collection Cost	22,130	22,130	
202.551002.0000 Office Supplies	200	200	
202.559001.0000 Depreciation Expense	-	-	
202.561003.0000 Communication - Telephone - Field	4,400	4,400	
<b>Total Personnel &amp; Administration</b>	<b>138,872</b>	<b>137,949</b>	

Water & Sewer Combined Svcs

202.549069.0000 Misc-Hurricane	-	-
202.563001.0000 Utility - General	78,000	76,000
202.563002.0000 Utility - New connections	3,500	1,500
202.564001.0000 Contracts-Mgmt Services	322,770	351,948
202.564033.0000 Contracts-Utility Billing	20,600	21,218
202.564034.0000 Contracts-Generator Maint	500	500
202.566042.0000 R&M-Lift Station	7,000	7,000
202.566043.0000 R&M-Potable Water Lines	19,000	15,000
202.566044.0000 R&M-Water Plant	31,000	31,000
202.566045.0000 R&M-Waste Water Plant	16,000	16,000
202.566046.0000 R&M-Sewer Lines	5,200	5,000
202.566047.0000 R&M-Backflow Inspection	13,680	13,000
202.566048.0000 R&M-Instrumentation	5,000	5,000
202.567000.0000 Misc-Bad Debt	-	-
202.567001.0000 Misc-Licenses & Permits	3,000	3,000
202.567002.0000 Compliance Sampling	22,150	15,000
202.567003.0000 Chemicals-Water Operations	25,000	25,000
202.567004.0000 Chemicals-Wastewater Operations	15,000	15,000
202.567005.0000 Sludge Disposal	20,000	15,000
202.569000.0000 Capital Outlay-WWTP	-	50,000
<b>Total Water &amp; Sewer Combined Svcs</b>	<b>607,400</b>	<b>666,166</b>

Debt Service

202.571001.0000 Principal Debt Retirement	457,157	457,157
202.572001.0000 Interest Expense	58,377	58,377
202.572002.0000 Redemption Fee	-	-
202.573002.0000 DS Costs Of Issuance	-	-
<b>Total Debt Service</b>	<b>515,534</b>	<b>515,534</b>

Other Sources/Uses

202.386000.0000 Proceeds From Sale of Capital Assets	-	-
202.581000.0000 Use Operating Reserves	-	-
202.581010.0000 Use - Collection Fee	-	-
<b>Total Other Sources/Uses</b>	<b>-</b>	<b>-</b>

**Total Expenses**

<b>Total Expenses</b>	<b>1,261,806</b>	<b>1,319,649</b>
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**Excess Revenue Over (Under) Expenditures**

<b>Excess Revenue Over (Under) Expenditures</b>	<b>234,212</b>	<b>(1,376,452)</b>
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202.563001.0000 Utility - General	71,836	69,000	68,839	78,000	30,180	45,500	75,680	76,000
202.563002.0000 Utility - New connections	-	1,500	-	3,500	-	1,500	1,500	1,500
202.564001.0000 Contracts-Mgmt Services	300,315	327,400	330,836	322,770	117,314	205,303	322,617	351,948
202.564033.0000 Contracts-Utility Billing	22,043	20,000	20,000	20,600	8,583	12,017	20,600	21,218
202.564034.0000 Contracts-Generator Maint	2,265	1,750	-	500	-	300	300	500
202.566042.0000 R&M-Lift Station	-	7,000	6,357	7,000	450	4,000	4,450	7,000
202.566043.0000 R&M-Potable Water Lines	14,686	21,000	19,918	19,000	-	10,000	10,000	15,000
202.566044.0000 R&M-Water Plant	32,304	31,200	38,952	31,000	20,176	10,000	30,176	31,000
202.566045.0000 R&M-Waste Water Plant	48,383	41,300	45,611	16,000	6,203	9,333	15,536	16,000
202.566046.0000 R&M-Sewer Lines	4,600	5,100	4,506	5,200	-	3,000	3,000	5,000
202.566047.0000 R&M-Backflow Inspection	-	14,200	13,680	13,680	-	13,000	13,000	13,000
202.566048.0000 R&M-Instrumentation	-	1,000	-	5,000	-	2,917	2,917	5,000
202.567000.0000 Misc-Bad Debt	-	1,600	1,529	-	-	-	-	-
202.567001.0000 Misc-Licenses & Permits	1,000	3,375	1,611	3,000	3,000	-	3,000	3,000
202.567002.0000 Compliance Sampling	10,912	19,000	18,809	22,150	5,567	7,000	12,567	15,000
202.567003.0000 Chemicals-Water Operations	15,754	26,000	25,089	25,000	7,504	14,583	22,087	25,000
202.567004.0000 Chemicals-Wastewater Operations	4,941	15,000	13,253	15,000	4,155	8,750	12,905	15,000
202.567005.0000 Sludge Disposal	16,020	26,000	25,810	20,000	896	11,667	12,563	15,000
202.569000.0000 Capital Outlay-WWTP	1,754	-	-	-	49,285	-	49,285	50,000
<b>Total Water &amp; Sewer Combined Svcs</b>	<b>565,170</b>	<b>651,425</b>	<b>634,800</b>	<b>607,400</b>	<b>253,313</b>	<b>358,870</b>	<b>612,183</b>	<b>666,166</b>
<u>Debt Service</u>								
202.571001.0000 Principal Debt Retirement	-	457,157	-	457,157	-	457,157	457,157	457,157
202.572001.0000 Interest Expense	20,463	59,377	88,221	58,377	22,376	36,001	58,377	58,377
202.572002.0000 Redemption Fee	-	-	-	-	-	-	-	-
202.573002.0000 DS Costs Of Issuance	25,390	-	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>45,853</b>	<b>516,534</b>	<b>88,221</b>	<b>515,534</b>	<b>22,376</b>	<b>493,158</b>	<b>515,534</b>	<b>515,534</b>
<u>Other Sources/Uses</u>								
202.386000.0000 Proceeds From Sale of Capital Assets	(1,650)	-	-	-	-	-	-	-
202.581000.0000 Use Operating Reserves	634	-	-	-	-	-	-	-
202.581010.0000 Use - Collection Fee	36,387	-	-	-	-	-	-	-
<b>Total Other Sources/Uses</b>	<b>35,371</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenses</b>	<b>1,276,007</b>	<b>1,313,330</b>	<b>1,349,589</b>	<b>1,261,806</b>	<b>336,692</b>	<b>920,933</b>	<b>1,257,625</b>	<b>1,319,649</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>460,908</b>	<b>157,995</b>	<b>100,348</b>	<b>234,212</b>	<b>895,016</b>	<b>(765,182)</b>	<b>54,278</b>	<b>209,891</b>



<i>General Fund</i>	<u>Budget</u> FY 2019	<u>Proposed</u> <u>Budget</u> FY 2020	<u>Changes</u>
<u>Revenues</u>			
001.361001.0000 Interest - Investments	3,500	8,000	
001.363010.0000 Special Assmnts- Tax Collector	324,776	324,776	
001.363011.0000 Interest - Tax Collector	-	112	
001.363020.0000 Special Assmnts- District Collected	34,641	34,641	
001.363050.0000 Special Assmnts- Uncollectable	(34,641)	-	
001.363090.0000 Special Assmnts- Discounts	(17,223)	(17,968)	
001.369900.0000 Other Miscellaneous Revenues	-	5,000	
<b>Total Revenues</b>	<b>311,053</b>	<b>354,561</b>	
<u>Expenses</u>			
<u>Administrative</u>			
001.511001.0000 P/R-Board Of Supervisors	7,000	7,000	
001.521001.0000 Employment Taxes	536	536	
001.521002.0000 P/R - Processing Fees	600	600	
001.531013.0000 Profserv-Engineering	12,500	12,000	
001.531023.0000 Profserv-Legal Services	12,500	12,000	
001.531027.0000 Profserv-Mgmt Consulting Serv	43,394	44,696	
001.531035.0000 Profserv-Property Appraiser	4,851	4,851	
001.531038.0000 Profserv-Special Assessment	-	-	
001.532002.0000 Auditing Services	3,500	3,500	
001.541006.0000 Postage And Freight	350	300	
001.544001.0000 Rental - Meeting Room	350	250	
001.545002.0000 Insurance-General Liability	8,000	8,000	
001.547001.0000 Printing And Binding	600	500	
001.548002.0000 Legal Advertising	1,000	583	
001.549001.0000 Miscellaneous Services	500	476	
001.549009.0000 Misc-Bank Charge	-	-	
001.549070.0000 Misc-Assessmnt Collection Cost	6,468	6,500	
001.549915.0000 Misc-Web Hosting	-	-	
001.551002.0000 Office Supplies	200	200	
001.554007.0000 Annual District Filing Fee	175	175	
001.566060.0000 Real Estate Taxes	-	-	
<b>Total Administrative</b>	<b>102,524</b>	<b>102,167</b>	
<u>Field</u>			
001.534001.0000 Contracts-Field Services	25,000	25,000	
001.543006.0000 Electricity-Streetlighting	19,000	19,000	
001.546007.0000 R&M-Renewal and Replacement	5,000	5,000	
001.549069.0000 Misc-Hurricane	-	-	
001.566049.0000 R&M-Storm Water Drainage	3,000	3,000	
<b>Total Field</b>	<b>52,000</b>	<b>52,000</b>	

Landscape & Irrigation

001.534050.0000 Contracts-Landscape	82,830	85,524
001.546139.0000 Utility-Irrigation	15,000	15,000
001.566041.0000 R&M-Irrigation	10,000	10,000
<b>Total Landscape &amp; Irrigation</b>	<b>107,830</b>	<b>110,524</b>

Roads & Sidewalks

001.546085.0000 R&M-Signage	1,000	750
001.546138.0000 R&M-Roads & Alleyways	5,000	6,500
<b>Total Roads &amp; Sidewalks</b>	<b>6,000</b>	<b>7,250</b>

Mosquito Control

001.534051.0000 Contracts-Mosquito Treatment	19,500	19,000
001.534052.0000 Chemicals-Mosquito Spray	10,000	7,500
001.546040.0000 R&M-Mosquito Control	5,000	3,000
<b>Total Mosquito Control</b>	<b>34,500</b>	<b>29,500</b>

Other Sources/Uses

001.581000.0000 Use Operating Reserves	-	-
001.581010.0000 Use - Collection Fee	-	-
<b>Total Other Sources/Uses</b>	<b>-</b>	<b>-</b>

<b>Total Expenses</b>	<b>302,854</b>	<b>301,441</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>8,199</b>	<b>53,120</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**September 30, 2020**

<i>General Fund</i>	<u>Actual</u> FY 2017	<u>Budget</u> FY 2018	<u>Actual</u> FY 2018	<u>Budget</u> FY 2019	<u>Actual YTD</u> OCT-FEB	<u>Projected</u> MAR-SEP	<u>Total</u> <u>Projected</u> FY 2019	<u>Proposed</u> <u>Budget</u> FY 2020
<u>Revenues</u>								
001.361001.0000 Interest - Investments	1,020	6,617	6,041	3,500	5,524	2,042	7,566	8,000
001.363010.0000 Special Assmnts- Tax Collector	398,792	323,431	323,263	324,776	293,071	31,705	324,776	324,776
001.363011.0000 Interest - Tax Collector	41,773	100	45	-	112	-	112	112
001.363020.0000 Special Assmnts- Dstrict Collected	1,345	1,345	1,345	34,641	-	-	-	34,641
001.363050.0000 Special Assmnts- Uncollectable	-	-	-	(34,641)	-	(34,641)	(34,641)	(34,641)
001.363090.0000 Special Assmnts- Discounts	(8,818)	(11,543)	(11,543)	(17,223)	(7,921)	-	(7,921)	(17,968)
001.369900.0000 Other Miscellaneous Revenues	10,990	5,500	5,249	-	12,219	-	12,219	5,000
<b>Total Revenues</b>	<b>445,102</b>	<b>325,450</b>	<b>324,400</b>	<b>311,053</b>	<b>303,005</b>	<b>(894)</b>	<b>302,111</b>	<b>319,920</b>
<u>Expenses</u>								
<u>Administrative</u>								
001.511001.0000 P/R-Board Of Supervisors	5,600	6,500	6,501	7,000	2,400	3,500	5,900	7,000
001.521001.0000 Employment Taxes	428	887	497	536	144	210	354	536
001.521002.0000 P/R - Processing Fees	25	218	267	600	158	350	508	600
001.531013.0000 Profserv-Engineering	16,453	10,000	13,777	12,500	4,679	7,200	11,879	12,000
001.531023.0000 Profserv-Legal Services	15,241	13,500	14,093	12,500	3,304	5,600	8,904	12,000
001.531027.0000 Profserv-Mgmt Consulting Serv	42,264	42,130	42,130	43,394	18,081	25,313	43,394	44,696
001.531035.0000 Profserv-Property Appraiser	3,876	4,851	4,857	4,851	700	4,151	4,851	4,851
001.531038.0000 Profserv-Special Assessment	1,424	-	-	-	-	-	-	-
001.532002.0000 Auditing Services	3,500	3,500	3,500	3,500	-	3,500	3,500	3,500
001.541006.0000 Postage And Freight	27	50	26	350	-	300	300	300
001.544001.0000 Rental - Meeting Room	175	150	150	350	75	150	225	250
001.545002.0000 Insurance-General Liability	7,810	5,945	7,803	8,000	3,194	4,797	7,991	8,000
001.547001.0000 Printing And Binding	-	100	-	600	-	500	500	500
001.548002.0000 Legal Advertising	922	1,000	1,211	1,000	-	583	583	583
001.549001.0000 Miscellaneous Services	50	1,500	1,500	500	185	292	477	476
001.549009.0000 Misc-Bank Charge	475	-	-	-	-	-	-	-
001.549070.0000 Misc-Assessmnt Collection Cost	6,303	7,468	7,362	6,468	5,703	1,000	6,703	6,500
001.549915.0000 Misc-Web Hosting	180	250	204	-	-	-	-	-
001.551002.0000 Office Supplies	-	100	-	200	-	-	-	200
001.554007.0000 Annual District Filing Fee	175	175	175	175	175	-	175	175
001.566060.0000 Real Estate Taxes	-	19,000	18,510	-	-	-	-	-
<b>Total Administrative</b>	<b>104,928</b>	<b>117,324</b>	<b>122,563</b>	<b>102,524</b>	<b>38,798</b>	<b>57,446</b>	<b>96,244</b>	<b>102,167</b>

Field

001.534001.0000 Contracts-Field Services	46,809	25,000	28,167	25,000	11,373	13,627	25,000	25,000
001.543006.0000 Electricity-Streetlighting	18,239	19,000	20,847	19,000	7,724	11,000	18,724	19,000
001.546007.0000 R&M-Renewal and Replacement	2,856	11,000	10,089	5,000	2,850	2,150	5,000	5,000
001.549069.0000 Misc-Hurricane	-	20,000	18,232	-	-	-	-	-
001.566049.0000 R&M-Storm Water Drainage	-	4,000	3,711	3,000	218	2,200	2,418	3,000
<b>Total Field</b>	<b>67,904</b>	<b>79,000</b>	<b>81,046</b>	<b>52,000</b>	<b>22,165</b>	<b>28,977</b>	<b>51,142</b>	<b>52,000</b>
<u>Landscape &amp; Irrigation</u>								
001.534050.0000 Contracts-Landscape	75,927	99,974	93,072	82,830	34,962	49,889	84,851	85,524
001.546139.0000 Utility-Irrigation	12,918	12,200	10,697	15,000	5,160	9,000	14,160	15,000
001.566041.0000 R&M-Irrigation	-	71,500	72,713	10,000	2,668	6,000	8,668	10,000
<b>Total Landscape &amp; Irrigation</b>	<b>88,845</b>	<b>183,674</b>	<b>176,482</b>	<b>107,830</b>	<b>42,790</b>	<b>64,889</b>	<b>107,679</b>	<b>110,524</b>
<u>Roads &amp; Sidewalks</u>								
001.546085.0000 R&M-Signage	1,318	500	93	1,000	138	500	638	750
001.546138.0000 R&M-Roads & Alleyways	13,000	1,000	1,013	5,000	4,000	2,000	6,000	6,500
<b>Total Roads &amp; Sidewalks</b>	<b>14,318</b>	<b>1,500</b>	<b>1,106</b>	<b>6,000</b>	<b>4,138</b>	<b>2,500</b>	<b>6,638</b>	<b>7,250</b>
<u>Mosquito Control</u>								
001.534051.0000 Contracts-Mosquito Treatment	2,093	13,000	9,972	19,500	4,935	6,909	11,844	19,000
001.534052.0000 Chemicals-Mosquito Spray	-	1,000	368	10,000	-	7,500	7,500	7,500
001.546040.0000 R&M-Mosquito Control	7,663	12,000	11,742	5,000	-	3,000	3,000	3,000
<b>Total Mosquito Control</b>	<b>9,756</b>	<b>26,000</b>	<b>22,082</b>	<b>34,500</b>	<b>4,935</b>	<b>17,409</b>	<b>22,344</b>	<b>29,500</b>
<u>Other Sources/Uses</u>								
001.581000.0000 Use Operating Reserves	53,342	-	-	-	-	-	-	-
001.581010.0000 Use - Collection Fee	14,151	-	-	-	-	-	-	-
<b>Total Other Sources/Uses</b>	<b>67,493</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenses</b>	<b>353,244</b>	<b>407,498</b>	<b>403,279</b>	<b>302,854</b>	<b>112,826</b>	<b>171,221</b>	<b>284,047</b>	<b>301,441</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>91,858</b>	<b>(82,048)</b>	<b>(78,879)</b>	<b>8,199</b>	<b>190,179</b>	<b>(172,115)</b>	<b>18,064</b>	<b>18,479</b>



POI Fund Balances
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	<u>Fund Balance FY 2016</u>	<u>Fund Balance FY 2017</u>	<u>Fund Balance FY 2018</u>	<u>Fund Balance FY 2019</u>	<u>Fund Balance FY 2020</u>
<u>General Fund</u>	861,668	817,595	790,207	717,241	735,305
Ending	861,668	790,207	717,241	735,305	753,784
<u>Water/Sewer</u>					
Beginning	58,571	60,415	43,345	79,688	134,416
Ending	60,415	43,345	79,688	134,416	344,307



COMMUNITY FIELD SERVICES

# PORT OF THE ISLANDS CID

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FIELD MANAGEMENT REPORT FOR APRIL 2019

Prepared for:

PREMIER DISTRICT MANAGEMENT | 3820 COLONIAL BLVD., SUITE 101 FORT MYERS, FL 33966



## Port of the Islands CID

### Community Field Services – Field Management Report Site Inspection on 3/28/19

#### 1. Lake Management:

- a. **Lake Maintenance:** The retention ponds remain in moderate shape this month. Minimal shoreline weeds were observed, no algae is present and the water levels are average for this time of year. Due to the lower water levels, turbidity (cloudiness / murkiness) has increased throughout all the ponds. Additional pond management details are below.
- b. **Littoral Plants:**
  - i. No concerns observed this month.
  - ii. The littoral plant called arrowhead was filling in along the shorelines of the 3<sup>rd</sup> retention pond along Cays Drive. When this plant blooms it has a nice little white flower.



- c. **Shoreline Weeds:** Weed concerns that should be addressed:
  - i. Torpedo grass was observed growing in retention pond #1.
  - ii. Climbing Hemp Vine was observed growing within the cord grass around retention pond #2.
- d. **Submerged Weeds:** No concerns observed this month.
- e. **Algae:** None observed.
- f. **Fish:** No concerns observed this month.
- g. **Trash:** Several plastic bags were observed around all 3 retention ponds along Cays Drive.

- h. Lake Aeration:** No aeration present.
- i. Shoreline Landscaping:** No new concerns observed this month.
- j. Lake Bank Erosion:** No concerns observed this month.

## 2. Roadways:

### a. Asphalt:

- i.** A section of asphalt at the entrance of Newport Drive right next to the real estate office has partially collapsed and may need to be replaced in the future. I believe an irrigation repair that occurred at this location not too long ago caused this to occur.



- ii.** Graffiti that was observed on Union Road last month has been covered up.



### b. Potholes:

- i.** The large pothole on Union Road just past the 90 degree turn on the east side of the old hotel has been filled in. Picture on the next page.
- ii.** The potholes within the dirt portion of Union Road have been filled in. Picture on the next page.



**Potholes along Union Road have been filled in**



- c. Curbing / Storm Water Gutters:** The storm water gutters at the end of Sunset Cay, Venus Cay, Windward Cay & Wilderness Cay were cleaned out last month. Going forward these areas will be included in our regular maintenance check list.

**Sunset Cay – Before & After**



**d. Street Signage:**

- i. The faded stop bars are scheduled to be painted by our maintenance staff on April 18<sup>th</sup>.
- ii. There is a black 4x4 post along Newport Drive across from the fire station that is not serving a purpose. We'll put this on our task list to be removed.



**e. Roadway Landscaping:**

- i. Several of the dead silver buttonwood shrubs in front of 242 Newport Drive should be removed and replaced.



- ii. Weeds growing within the roadways need to be treated.

**Weeds Growing within at the Cays Drive Entrance**



- f. **Roadway Lighting:** No concerns observed or reported to us this month.

3. **Sidewalks:** No new concerns observed this month.

**4. Storm Drainage System:**

a. **Catch Basins:** No concerns observed this month. Basins that were spot checked were clean.

**b. Water Control Structures (WCS):**

- i. **Sunset Cay:** WCS clear of debris.
- ii. **Venus Cay:** WCS clear of debris.
- iii. **Windward Cay:** WCS clear of debris.
- iv. **Wilderness Cay:** WCS clear of debris.



- v. **Water Plant:** Thick vegetation around the WCS near the plant. Area should be cut.
- vi. **Retention Ponds:** No new concerns observed this month. All the water control structures are clear of debris.



- c. **Flumes:** All the roadway / sidewalk flumes along Venus Cay, Windward Cay & Wilderness Cay have been cleaned out. Going forward these areas will be included in our regular maintenance check list.

#### Before & After



#### d. Culverts:

- i. All the culverts were visually inspected and the only ones that need to be cleaned out with a vactor truck are in front of 194-242 Newport Drive & in front of Sunrise Cay. We'll have Florida Utility Solutions clean this pipe out.





- ii. All other culvert inlets along Newport Drive were cleaned out by our maintenance technician last month. The culvert inlets at the entrance of Morning Star Cay had up to 8 inches of silt in front of them. The drainage swale at this location should also be dug down approximately 8 inches.



- iii. Rip rap that has filled in the culvert inlet in front of Newport Drive and Newport Cay has been cleaned out.

**Before & After**



- e. **Drain Pipes:** No issues observed this month.
- f. **Drainage Swales / Dry Detention Ponds / Banks:** No issues observed this month.

**5. Front Entrance Monuments:** The following issues were observed this month.

- a. **Main Monument:** While testing the landscape lights I found that 1 light on the entrance side for the main monument is out. The Board may want to have that replaced.

**Non-Functioning Light Unit**

**Functioning Lights**





- b. **Side Monuments:** No new concerns observed this month.
- c. **Landscaping:** Soto put down additional mulch along the Newport Drive exit side wall. Last month we noted that they fell a little short on the initial installation.

**Before & After**



- d. **Landscape Lights:** The timer for the main monument and the exit side monument lights has been adjusted for daylight savings. I believe the light for the entrance side monument is connected to a photocell that is directly wired to an electrical panel behind the sea grapes next to the real estate office.
- e. **Flag Pole:** No issues observed this month.
- f. **41 Median:** No concerns observed this month.
- g. **Cays Drive Entrance:**
  - i. The Cays Drive Entrance monument is now 100% repaired. Both sides have been restored and painted.



- ii. The light for the Cays Drive sign (exit side) was found turned away from the sign during this inspection. I went ahead and adjusted it.



- iii. Timers for the landscape & monument lights have been adjusted for daylight savings.

**h. Union Road Entrance:** No concerns observed this month.

#### 6. Irrigation System:

- a. The irrigation clock on Cays Drive (exit side) has been replaced. The old clock was also found on the ground next to roadway?

**New Irrigation Clock**



**Old Irrigation Clock**



- b. We were informed by Soto on 3/28/19 that the irrigation clock on Union went out and they went ahead and replaced it due to recently installing new landscaping in that area.

#### 7. Mosquito Spraying:

- a. Mosquito sprayer / trailer: No concerns observed.

**8. Residential Complaints / Concerns:** No complaints or concerns were reported to us this month.

**9. Non-CID Issues Observed:** No concerns observed.



**10. Fish/Wildlife Observations:**

- |   |  |                                     |  |
|---|--|-------------------------------------|--|
| <input type="checkbox"/> Bass               | <input checked="" type="checkbox"/> Bream                                      | <input type="checkbox"/> Catfish    | <input type="checkbox"/> Gambusia        |
| <input checked="" type="checkbox"/> Egrets  | <input type="checkbox"/> Herons  | <input type="checkbox"/> Coots      | <input type="checkbox"/> Gallinules      |
| <input checked="" type="checkbox"/> Anhinga | <input type="checkbox"/> Cormorant   | <input type="checkbox"/> Osprey     | <input checked="" type="checkbox"/> Ibis |
| <input type="checkbox"/> Woodstork          | <input type="checkbox"/> Otter   | <input type="checkbox"/> Alligators | <input type="checkbox"/> Snakes          |
| <input type="checkbox"/> Turtles            | <input checked="" type="checkbox"/> Other Species: <u>Ducks, 2 Bald Eagles</u> |                                     |  |



**11. CID Project Updates:**

- a. Adjust light timers for daylight savings on the next site visit. Task completed.

**12. Water Treatment Plant:**

- a. **Fire Hydrants:** Besides for still needing to be painted no other new concerns were observed this month.
- b. **Meter Boxes:** No concerns observed this month.
- c. **Wells:**
  - i. Vegetation is encroaching from both sides making the access roadway very narrow. The vegetation needs to be cut back.
  - ii. I'm not sure if this is normal or not but a loud consistent sound was coming from the motor at Well Station #3.

**Noise Coming from Here**



d. **Boil Water Notices:** No notices issued this month.

e. **Line Breaks / System Concerns:** No issues observed this month.

**13. Soto's Approved Proposals:** Below is a list of approved work orders for Soto that we're monitoring.

<b><i>Soto's Lawn Services at Port of the Island</i></b>			
<b><u>Estimate #</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Status</u></b>
2782	12.20.18	117 NPD, install Arboricola Green after removing existing Arboricola Trinette	Not Completed
2783	12.20.18	127 NPD, install Dwarf Ixoria and Christmas Palm	Not Completed
		41/Union Rd: Fill by the truck load	Not Completed
2814	1.16.19	41/Union Rd: Floratam Sod	Not Completed
		Remove dead Royal Palm on 41 median, east side	Not Completed
		Remove Pygmy Date stock on Cays Dr, left side	Not Completed
		Push back on Cays Dr from first retention pond to second retention pond, pushback 12ft sidewalk to preserve.	Completed
		Trim Canary Palm Tree at Cays Dr Ent, with boom truck	Completed
2846	2.13.19	Install at Union Rd Ent, around Royal Palm: Arboricola Trinette, Dwarf Ixora, Podocarpus, Fakahatchee, Muhly Grass	Completed
		Remove all dead plants on NPD	Not Completed
		Order irrigation valve box covers for 41 median	Not Completed
2863	3.4.19	Install new clock at clock entrance on Cays Dr, not working	Completed
2883	3.14.19	Replace Agava Americana in pot on NPD	Not Completed



## 14. Maintenance Follow-Up Actions:

POI CID			
FY 2019 Recommended Project / Maintenance Tasks			
POI RECOMMENDED MAINTENANCE TASKS: UPDATED 3/28/19	DATE REPORTED	VENDOR	PROJECT STATUS
Repair the damaged curb across from 215 & 285 Cays Drive	10/10/2016		
Repair the L on the Hotel / Marina Sign on Newport Drive	10/10/2016		
The Cays Drive entrance sign needs to be replaced	10/10/2016		Completed
Crosswalk lines and bike path lines needed to be restriped.	10/10/2016		
Repair the leaning over headwall in the retention pond just south of Stella Maris Drive S.	10/10/2016		
Have the broken electrical box near the entrance to the sales center repaired.	8/1/2017		
Remove the debris from the drainage swale on Wilderness Cay.	5/2/2018		
Have the damaged sidewalk panel next to 134 Windward Cay replaced.	7/30/2018		
Have the vegetation along the well road cut back.	7/30/2018	Soto	Pending
Vegetation around the Well Stations should be cut back.	7/30/2018	Soto	Pending
Apply asphalt patch to the eroding asphalt at the corner of Newport Drive and Morning Star Cay.	1/2/2019	CFS	Pending
Clean the roadway signs at Cays Drive / Wilderness Cay & at the Eveningstar Cay.	1/2/2019	CFS	Pending
Clean out the storm water flumes along Sunset Cay, Venus Cay, Windward Cay & Wilderniss Cay.	1/30/2019	CFS	Completed on 3/21/19: WO 1287
Remove the U-Channel post in front of the plant that has no signs on it.	1/30/2019	CFS	Pending
Grind down the up-lifted sidewalk panels in front of 146 & 158 Windward Cay.	1/30/2019	CFS	Pending
Clean out all of the culvert inlets along Newport Drive. Cover up the graffiti on Union Road. Restack the rip rap that is covering up the culvert inlet at the intersection of Newport Drive & Newport Cay.	1/30/2019	CFS	Completed on 3/21/19: WO 1287
Pressure clean the catch basins and culverts along Newport & Cays Drive.	1/30/2019	CFS	Pending Task Scheduled April 18th: WO 1303
Have the stop bars throughout the community re-painted. Paint the faded crosswalk on Cays Drive.	1/30/2019	CFS	
Clean up the u-channel 20 mph sign post on Newport Drive (exit side) and paint . Remove the no longer in use U-channel post at the entrance of Union Road.	2/28/2019	CFS	Pending
Remove the old 4x4 black wooden post from Newport Drive across from the fire station.	3/28/2019	CFS	Pending
Remove silt from the roadway gutters on Cays Drive.	3/28/2019	CFS	Pending





## *Florida Utility Solutions*

# **PORT OF THE ISLANDS CID MONTHLY PLANT OPERATIONS REPORT APRIL 2019**

### **Wastewater Plant**

**Received and treated  
2.9 million gallons in  
March**

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### **Water Plant**

**Produced and  
distributed 2.5 million  
gallons in March**

---

### **REUSE**

**Distributed 10.0 million  
gallons in March**



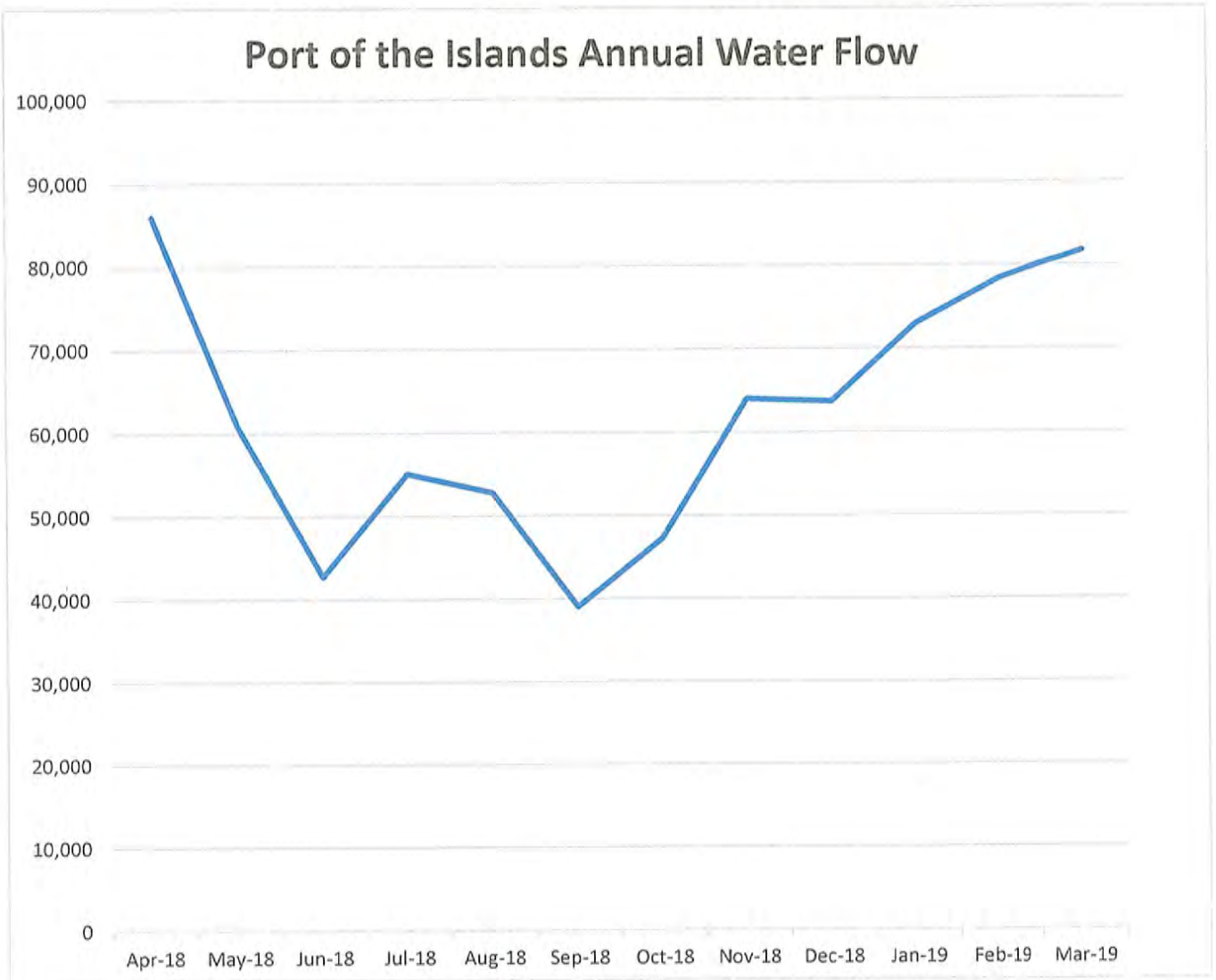
### **FLORIDA UTILITY SOLUTIONS**

15275 Collier Blvd.  
Suite 201-268  
Naples, Fl. 34119

239-435-0951

[www.floridautilitysolutions.com](http://www.floridautilitysolutions.com)





### Port of the Islands Drinking Water Monthly Flow Average

## Utility Monthly Update - 2019

### WTP - Water Treatment Plant

- Water plant is operating as designed
- SCADA work scheduled

### WELLS

- Well #1 flow meter has been replaced

### WWTP - Waste Water Treatment Plant

- Daily Process control – is producing acceptable effluent

### FIRE STATION PUMPS

- All OK

### LIFT STATIONS

- All lift stations are functioning properly

### REUSE

- All OK

### DISTRIBUTION

- Meters were read during week of April 8<sup>th</sup>.
- Received several requests for water shut-off and turn-ons, investigations, and meter research
- Changed out 30 meters