

**PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**



JANUARY 18, 2019  
BOARD OF SUPERVISORS MEETING  
AGENDA PACKET



## PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT

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*PREMIER DISTRICT MANAGEMENT, LLC*  
3820 Colonial Blvd., Suite 101 ▪ Fort Myers ▪ FL 33966  
Telephone: (239) 690-7100 ▪ Email: info@cddmanagement.com

Board of Supervisors  
Port of the Islands CID

January 11<sup>th</sup>, 2019

Dear Supervisors,

The regular meeting of the Port of the Islands CID Board of Supervisors will be held on January 18<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 December 14<sup>th</sup>, Field Manager's report for January, the Utility Operations Report for January and the Financials for December.
- Ultra-Light usage as well as proposal 2783 from Soto's Lawn Service will be discussed further.
- There will be an update on the Dormitory ERC Sales Agreement, R.O.W. easement and the calcite tank installation.

Any supporting documents not enclosed will be distributed at the meeting. The **next meeting is scheduled for February 15, 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

### January 18, 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 December 21, 2018           | Pages 4-11  |
| 5. Old Business   |             |
| A. Review of Landscape Maintenance Performance              |             |
| i. Review of Inspection Report                              |             |
| ii. Irrigation Concerns                                     |             |
| a. Newport Drive median plant replacement update            |             |
| iii. Irrigation System Analysis                             |             |
| iv. Any Proposals to be considered                          |             |
| a. Proposal 2783 from Soto                                  | Page 12     |
| B. Drainage System Cleaning and Maintenance Proposal        |             |
| C. Dormitory ERC Sales Agreement                            |             |
| D. R.O.W. Easement discussion/update                        |             |
| E. Fire Hydrant Painting Update                             |             |
| F. Ultra-Lite Usage   |             |
| 6. New Business   |             |
| 7. Manager's Report   |             |
| A. Storm loss reimbursement                                 | Page 13     |
| B. Financial Statements for period ending December 31, 2018 | Pages 14-32 |
| C. Utility billing updates                                  | Page 33     |
| D. Website ADA Compliance update                            |             |
| 8. Field Manager  |             |
| A. Field Report for January                                 | Pages 34-44 |
| i. Other follow up items                                    |             |
| 9. Utility Operations                                       |             |
| A. Utility Operations Report for January                    | Pages 45-47 |
| B. Calcite Tank update                                      |             |
| 10. Engineer's Report                                       |             |
| A. Water and Wastewater Operating Permit Renewal            |             |
| 11. Attorney's Report                                       |             |
| A. Parcel 13 water frontage                                 |             |
| 12. Supervisor's Requests and/or Comments                   |             |
| 13. Audience Comments                                       |             |
| 14. Adjournment   |             |

**Next Meeting: February 15, 2019 at 9 AM**

**DRAFT  
MINUTES OF MEETING  
PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**

The meeting of the Board of Supervisors of the Port of the Islands Community Improvement District was held Friday December 21, 2018 at 9:00 a.m. at the Orchid Cove Community Center, 25005 Peacock Lane, Naples, Florida 34114.

Present and constituting a quorum were:

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

Also present were:

Cal Teague	District Manager
Dan Cox	Attorney
Ron Benson	Engineer
Robert Soto	Soto's Landscaping
Mitch Gilbert	Florida Utility Solutions (FUS)
Residents	

***The following is a summary of the discussions and actions taken at the December 21, 2018 Port of the Islands Community Improvement District's Board of Supervisors Meeting.***

**FIRST ORDER OF BUSINESS** **Call to Order and Roll Call**

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

38 **SECOND ORDER OF BUSINESS** **Seating of Teri O’Connell and**  
 39 **Anthony Davis**

- 40 • After the District Manager administered the Oath of Office to Teri O’Connell, both
- 41 Supervisor O’Connell and Davis were seated. Mr. Davis had taken the Oath
- 42 when it was administered by the State.
- 43 • Mr. Davis again thanked Mr. Roger Ducoffre for his service to the CID.

44 **THIRD ORDER OF BUSINESS** **Reorganization of the Board**  
 45 **A. Resolution 2019-01**

46 Resolution 2019-01 was presented nominating Tony Davis as Chair, Russell Kish as  
 47 Vice Chair, Calvin Teague as Secretary and Treasurer, Jennifer Miller as Assistant  
 48 Treasurer and the remaining as Assistant Secretaries.

51 On MOTION by Supervisor Dillon seconded by Supervisor  
 52 Davis with all in favor, Resolution 2019-01 reorganizing the  
 53 Board was approved.

54  
 55 **FOURTH ORDER OF BUSINESS** **Approval of the Agenda**

56 The Agenda was presented with the addition of Item 8 B, Citizen Request for Access to  
 57 Parcel 13.

58  
 59 On MOTION by Supervisor Kehlmeier seconded by  
 60 Supervisor Dillon with all in favor, the Agenda was approved  
 61 as amended.

62  
 63 **FIFTH ORDER OF BUSINESS** **Audience Comments on Agenda**  
 64 **Items**

- 65 • Peter Babb spoke on his request to use Parcel 13 for operating his Ultra Lite.
- 66 • John DelDebbo from Orchid Cove spoke in opposition to this use as did Mr.
- 67 Kevin McPeak.

68  
 69 **SIXTH ORDER OF BUSINESS** **Approval of Meeting Minutes**

70 The Regular Meeting Minutes of the November 16, 2018 meeting were presented. With  
 71 changes made to Page 3 and 6, the minutes were approved as amended.

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On MOTION by Chair Davis seconded by Supervisor Kehlmeier with all in favor, the Regular Meeting Minutes for November 16, 2018 were approved as amended.

**SEVENTH ORDER OF BUSINESS** **Old Business**

**A. Review of Landscape Maintenance Performance**

Prior to Mr. Soto giving his report, the Board considered his request for a 3% increase o his current contract. Note was made that this is his first increase in over three (3) years, which the Board approved.

On MOTION by Chair Davis seconded by Supervisor Kehlmeier with all in favor, the 3% increase in Soto's Landscaping contract was approved.

**i. Review of Inspection Report**

Mr. Soto presented his report and questions were answered.

**ii. Irrigation Concerns**

**a. Newport Drive Median Plant Replacement Update**

Mr. Soto reported this has been completed.

**iii. Irrigation System Analysis**

This has been completed as well.

**iv. Any proposals to be considered**

- Proposal #2783 for filling of low which cause a dangerous overflow situation was delayed until next meeting.
- Proposal #2782 in the amount of \$1,450 for landscape repairs and plant replacement was approved.

On MOTION by Supervisor Dillon seconded by Vice Chair Kish with all in favor, Proposal #2782 in the amount of \$1,450 was approved.

- Proposal #2784 for \$2,400 for cleaning of the swales in the retention pond around the utility plants was approved.

On MOTION by Chair Davis seconded by Supervisor Dillon with all in favor, Proposal #2784 in the amount of \$2,400 was approved.

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

Mr. Soto is still working on this and feels he will have a proposal to present at the next meeting. Staff will be certain that this is included on next Agenda.

**C. Utility Operations Report for December**

Due to a prior commitment, the Utility Operations Report was moved to this point with Mr. Gilbert's reporting as follows:

- Everything is working fine at the water plant. He stated that some updates on the SCADA will be needed next year as he is down to one (1) SCADA computer at this point.
- The Calcite tank has arrived, and everything is good. It has not been installed yet but hopefully by next meeting, it will be back in service.
- The permit renewal process for the waste water treatment plant is underway and the DEP inspection has been completed.
- The new bar screen arrived and has been installed.
- Mr. Gilbert commented that another open house after the February Board meeting might be in order. The Board agreed that this would be a good idea.
- Mr. Gilbert asked if the Board would be interested in selling the little trailer as he has an individual interested in buying it. The Board agreed that this would be a possibility, however, staff needed to research further to verify if it is listed as a CID asset.

**D. Engineer's Report**

The Engineer's report was also moved to this point within the Agenda items with Engineer Benson reporting as follows:

- The drainage system report was given, and the Board agreed with the need to maintain the system. Mr. Benson advised that they are just

144 waiting for Mr. Soto and the Field Manager to meet and identify the  
145 areas of drainage needing maintenance.

- 146 • He also discussed signage on 41 in depth.

147  
148 **C. Dormitory ERC Sales Agreement**

149 No word to date.

150  
151 **D. R.O.W. Easement Discussion/Update**

152 All information has been provided with no additional requests being made to date.

153  
154 **E. Power Washing Update**

155 Started December 17, 2018 and is now complete.

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157 **EIGHTH ORDER OF BUSINESS** **New Business**

158 **A. Painting of Fire Hydrants**

159 The pricing for this project has been verified to be approximately \$800. The Fire Department  
160 spokesperson advised that this is perfect timing for beginning the painting and that they are  
161 ready to start as soon as they are notified to do so.

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On MOTION by Supervisor Dillon seconded by Chair Davis with 164 all in favor, an amount not to exceed \$900 for the purchase of 165 paint and needed supplies was approved.
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166  
167 **B. Ultra-Lite Airplane Usage of Parcel 13**

168 This request has been tabled until Attorney Cox can render an opinion on this type  
169 activity. Mr. Babb will set a time for the Supervisors to come to see a take-off to  
170 determine how loud it is. Once this is set up, the Board will be notified with the  
171 understanding that they cannot meet in a group of more than one (1) elected official. Mr.  
172 Babb said he would work around this.

173  
174 **NINTH ORDER OF BUSINESS** **Manager's Report**

175 **A. Storm Loss Reimbursement**

176 The District Manager updated the board stating that this is still pending. Attorney Cox is  
177 actively involved at this point and is trying to resolve this issue.

178



179 **B. Financial Statements for period ending November 30, 2018**

180 The financials for period ending November 30, 2018 were submitted with comment from  
181 Supervisors O’Connell and Kehlmeier regarding the use of a cash basis accounting system.  
182 Supervisor O’Connell will forward her comments to the District Manager following which he will  
183 review with the CPA and the District’s auditors.

184  
185 **On MOTION by Chair Davis seconded by Supervisor O’Connell**  
186 **with all in favor, the financials for period ending November 30,**  
187 **2018 were accepted.**  
188

189 **C. Utility Billing Updates**

190 The billing went out with no problems being noted.

191  
192 **D. Website ADA Compliance Update**

193 The District Manager explained that to bring the website into full compliance, an outside  
194 firm may be needed. This firm would also continually monitor the site ascertaining its  
195 ongoing compliance. The costs involved have been estimated as an initial investment of  
196 approximately \$2,500 with an ongoing fee of \$100/month for the ongoing maintenance  
197 of the site.

198  
199 **TENTH ORDER OF BUSINESS** **Field Manager’s Report**

200 **A. Field Report for December**

201 Field Report for December was presented with the Board having the following  
202 questions/comments:

203 **i. Other follow-up items**

204 The only comment was regarding the real estate office on Cays Drive and  
205 41. Other items approved to be addressed were as follows:

- 206 • Replacement of the fire hydrant roadway markers.
- 207
- 208 • Straightening of the leaning one-way sign.
- 209 • Removal of vegetation from the drain pipe mitered ends on ponds 1, 2
- 210 and 3.
- 211 • See if the State will cut down the identified Brazilian Peppers around
- 212 Cays Drive.

- 213 • Have homeowners along Newport Drive remove the dirt from the  
214 culverts. Staff will confirm addresses and send letters accordingly.
- 215 • Supervisor Dillon asked if a letter was sent to the residents of 114  
216 Cays Drive who put in pavers, which are blocking the culverts  
217 underneath the driveway. This does not seem to be fixed and staff will  
218 check into this.

219

**ELEVENTH ORDER OF BUSINESS**

**Attorney’s Report**

**A. Parcel 13 Water Frontage**

220 Attorney Cox updated the Board which resulted in some general discussion about the  
221 area.  
222  
223

224

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor’s  
Comments**

**Requests and/or**

225 Supervisor comments/requests were as follows:  
226  
227  
228

- 229 • Supervisor Kehlmeier shared a letter that she had received regarding a  
230 neighborhood meeting with the Schucarts to present a boat storage project and  
231 get feedback from residents.
- 232 • Supervisor Kish commented on getting a commercial developer like the one used  
233 for Lely to do something with Parcel 13.
- 234 • There was discussion about having “No Parking” signs put in the median on  
235 Newport near the boat launch. There were no objections to this if the problem  
236 occurs again.

237

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments**

238 There being none, the next Order of Business followed.  
239

240

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

241 There being no further Orders of Business, the meeting was adjourned at 11:39 a.m.  
242  
243

244

On MOTION by Supervisor Dillon seconded by Chair  
245 Davis with all in favor, the meeting was adjourned at  
246 11:39 a.m.

247

248

249 ***The next Meeting will occur on January 18, 2019 at 9:00 a.m.***

250

251

252 \_\_\_\_\_  
Secretary/Assistant Secretary

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



2830 35th Ave NE  
Naples, FL 34120

Phone 239-354-1080  
Fax 239-354-1045  
Office E-Mail info@sotolawn.com

Name/Address
Port of the Isles c/o Premiere District Management 3820 Colonial Blvd Ste 101 Ft. Myers, FL 33966

Estimate	
Date	Estimate No.
12/20/2018	2783

Description	Qty	Rate	Total
41 and Union Road area (over flows, hazardous)			
Fill, by the truck load	1	800.00	800.00
Floritam Sod (500 sq ft a pallet)	3	500.00	1,500.00

Thank you for the opportunity to provide a proposal for your property needs. 50% deposit required on all projects over \$5000..00. ALL ESTIMATES MUST BE SIGNED AND RETURNED PRIOR TO COMMENCEMENT OF THIS PROJECT.	<b>Total</b>	<b>\$2,300.00</b>
	_____ Signature	

# 4337 Hurricane Irma (PA)

Open



- Summary**
- Accounts
- Projects
- Payments
- Notes
- Documents
- History

### Grant Details

**Name:** 4337 Hurricane Irma  
**Program:** Public Assistance  
**Disaster Type:** Hurricane  
**Size Threshold:** \$123,100.00

### Process Checklist

- Initial Declaration**  
Declared: September 10, 2017  
Incident Period: September 4, 2017 - October 19, 2017
- Application Processing**  
Application due date: April 27, 2018
- Grant Management**  
Active for 464 days  
Emergency Work Deadline: March 10, 2018  
Permanent Work Deadline: March 10, 2019  
Grant Closeout

**PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**

Financial Report

December 31, 2018  
*unaudited*

**Prepared by:**  
Premier District Management

**Balance Sheet by Fund**  
**Port of the Islands CID**  
**December 31, 2018**

	GENERAL FUND	WATER AND SEWER FUND	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash	232,036.59	45,954.37	277,990.96
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	43,638.15	43,638.15
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	(326,345.58)	0.00	(326,345.58)
Due To/From 001/202	0.00	326,345.58	326,345.58
Investment-Valley National MMA	1,000,283.17	0.00	1,000,283.17
Prepaid Items	10,339.51	0.00	10,339.51
Deferred Amount of Refunding	0.00	36,369.65	36,369.65
<b>Total Current Assets</b>	<b>916,313.69</b>	<b>452,307.75</b>	<b>1,368,621.44</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>916,313.69</b>	<b>10,230,348.62</b>	<b>11,146,662.31</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Accounts Payable	5,680.74	0.00	5,680.74
Accounts Payable	0.00	4,153.32	4,153.32
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	11,580.39	11,580.39
Deposits	0.00	29,329.98	29,329.98
<b>Total Current Liabilities</b>	<b>5,680.74</b>	<b>541,796.51</b>	<b>547,477.25</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>5,680.74</b>	<b>1,498,796.51</b>	<b>1,504,477.25</b>
<b>FUND BALANCES/NET ASSETS</b>			
<b>Fund Balances</b>			
<b>Nonspendable</b>			
Prepaid Items	10,339.51	0.00	10,339.51
<b>Assigned</b>			
Operating Reserves	103,762.00	0.00	103,762.00
<b>Unassigned</b>			
Unassigned	796,531.44	0.00	796,531.44
<b>Net Assets</b>			
Invested in capital assets, net of related debt	0.00	8,330,960.48	8,330,960.48
Unrestricted/Unreserved	0.00	400,591.63	400,591.63
<b>TOTAL FUND BALANCES/NET ASSETS</b>	<b>910,632.95</b>	<b>8,731,552.11</b>	<b>9,642,185.06</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES/NET ASSETS</b>	<b>\$ 916,313.69</b>	<b>\$ 10,230,348.62</b>	<b>\$ 11,146,662.31</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands CID**  
**For the Period Ending December 31, 2018**

General Fund	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	Variance	% ANNUAL BUDGET	DEC 31,2018 ACTUAL
<b>Revenues</b>						
Interest - Investments	3,500	875	1,636	761	(47)	1,087
Special Assmnts- Tax Collector	324,776	81,194	265,148	183,953	(82)	153,700
Special Assmnts- CDD Collected	34,641	8,660	0	(8,660)	0	0
Special Assmnts- Uncollectable	(34,641)	(8,660)	0	8,660	0	0
Special Assmnts- Discounts	(17,223)	(4,306)	(7,227)	(2,921)	(42)	(6,091)
Other Miscellaneous Revenues	0	0	12,219	12,219	0	0
<b>Total Revenues</b>	<b>311,053</b>	<b>77,763</b>	<b>271,776</b>	<b>194,012</b>	<b>(87)</b>	<b>148,696</b>
<b>Expenses</b>						
<b>Administrative</b>						
P/R-Board Of Supervisors	7,000	1,750	1,400	350	20	500
Employment Taxes	536	134	62	73	11	(13)
P/R - Processing Fees	600	150	133	18	22	58
Profserv-Engineering	12,500	3,125	2,122	1,003	17	629
Profserv-Legal Services	12,500	3,125	2,498	628	20	1,984
Profserv-Mgmt Consulting Serv	43,394	10,849	10,848	0	25	3,616
Profserv-Property Appraiser	4,851	1,213	700	513	14	0
Auditing Services	3,500	875	0	875	0	0
Postage And Freight	350	88	0	88	0	0
Rental - Meeting Room	350	88	0	88	0	0
Insurance - General Liability	8,000	2,000	2,045	(45)	26	896
Printing And Binding	600	150	0	150	0	0
Legal Advertising	1,000	250	0	250	0	0
Miscellaneous Services	500	125	185	(60)	37	0
Misc-Assessmnt Collection Cost	6,468	1,617	5,158	(3,541)	80	2,952
Office Supplies	200	50	0	50	0	0
Annual District Filing Fee	175	44	175	(131)	100	0
<b>Total Administrative</b>	<b>102,524</b>	<b>25,633</b>	<b>25,326</b>	<b>309</b>	<b>25</b>	<b>10,622</b>
<b>Field</b>						
Contracts-Field Services	25,000	6,250	9,785	(3,535)	39	3,262
Electricity - Streellighting	19,000	4,750	4,930	(180)	26	918
R&M-Renewal and Replacement	5,000	1,250	2,850	(1,600)	57	0
R&M-Storm Water Drainage	3,000	750	0	750	0	0
<b>Total Field</b>	<b>52,000</b>	<b>13,000</b>	<b>17,565</b>	<b>(4,565)</b>	<b>34</b>	<b>4,180</b>
<b>Landscape/Irrigation</b>						
Contracts-Landscape	82,830	20,708	20,707	0	25	6,902
Utility-Irrigation	15,000	3,750	3,345	405	22	2,073
R&M-Irrigation	10,000	2,500	1,539	961	15	318
<b>Total Landscape/Irrigation</b>	<b>107,830</b>	<b>26,958</b>	<b>25,591</b>	<b>1,366</b>	<b>24</b>	<b>9,293</b>
<b>Roadway Management</b>						
R&M-Signage	1,000	250	0	250	0	0
R&M-Roads & Alleyways	5,000	1,250	4,000	(2,750)	80	2,300
<b>Total Roadway Management</b>	<b>6,000</b>	<b>1,500</b>	<b>4,000</b>	<b>(2,500)</b>	<b>67</b>	<b>2,300</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands CID**  
**For the Period Ending December 31, 2018**

General Fund	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	Variance	% ANNUAL BUDGET	DEC 31,2018 ACTUAL
<b>Mosquito Control</b>						
Contracts-Mosquito Treatment	19,500	4,875	0	4,875	0	0
Chemicals-Mosquito spray	10,000	2,500	0	2,500	0	0
R&M-Mosquito Control	5,000	1,250	0	1,250	0	0
<b>Total Mosquito Control</b>	<b>34,500</b>	<b>8,625</b>	<b>0</b>	<b>8,625</b>	<b>0</b>	<b>0</b>
<b>Other Sources/Uses</b>						
<b>Total Expenses</b>	<b>302,854</b>	<b>75,716</b>	<b>72,482</b>	<b>3,235</b>	<b>24</b>	<b>26,395</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>8,199</b>	<b>2,047</b>	<b>199,294</b>	<b>190,777</b>	<b>(2,431)</b>	<b>122,301</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands CID**  
**For the Period Ending December 31, 2018**

Water And Sewer Fund	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	Variance	% ANNUAL BUDGET	DEC 31,2018 ACTUAL
<b>Revenues</b>						
Interest - Investments	500	125	212	87	(42)	161
Water Revenue	83,078	20,770	18,745	(2,024)	(23)	9,930
Sewer Revenue	115,420	28,855	28,411	(444)	(25)	15,002
Irrigation Fees	103,477	25,869	36,723	10,854	(35)	20,430
Meter Fees	2,500	625	0	(625)	0	0
Special Assmnts- Tax Collector	1,240,329	310,082	1,012,672	702,590	(82)	587,022
Special Assmnts- CDD Collected	181,335	45,334	0	(45,334)	0	0
Special Assmnts- Uncollectable	(181,335)	(45,334)	0	45,334	0	0
Special Assmnts- Discounts	(49,286)	(12,322)	(27,602)	(15,280)	(56)	(23,263)
Other Miscellaneous Revenues	0	0	2,070	2,070	0	1,100
<b>Total Revenues</b>	<b>1,496,018</b>	<b>374,004</b>	<b>1,071,231</b>	<b>697,228</b>	<b>(72)</b>	<b>610,382</b>
<b>Expenses</b>						
<b>Personnel and Administration</b>						
P/R-Board Of Supervisors	7,000	1,750	1,400	350	20	500
Employment Taxes	536	134	62	73	11	(13)
P/R - Processing Fees	30	8	132	(125)	442	57
ProfServ-Engineering	12,500	3,125	7,371	(4,246)	59	3,143
ProfServ-Legal Services	12,500	3,125	514	2,611	4	0
ProfServ-Mgmt Consulting Serv	43,394	10,848	10,848	0	25	3,616
ProfServ-Property Appraiser	18,482	4,621	700	3,920	4	0
Auditing Services	3,500	875	0	875	0	0
Postage And Freight	700	175	0	175	0	0
Rental - Meeting Room	350	88	0	88	0	0
Insurance - General Liability	7,800	1,950	2,687	(737)	34	1,538
Printing And Binding	100	25	0	25	0	0
Legal Advertising	1,000	250	0	250	0	0
Miscellaneous Services	2,250	563	0	563	0	0
Utility Billing Supplies	2,000	500	875	(375)	44	301
Misc-Assessmnt Collection Cost	22,130	5,533	19,701	(14,169)	89	11,275
Office Supplies	200	50	0	50	0	0
Communication - Telephone - Field	4,400	1,100	1,197	(97)	27	278
<b>Total Personnel and Administration</b>	<b>138,872</b>	<b>34,720</b>	<b>45,487</b>	<b>(10,769)</b>	<b>33</b>	<b>20,695</b>
<b>Water-Sewer Comb Services</b>						
Utility - General	78,000	19,500	16,482	3,018	21	6,038
Utility - New connections	3,500	875	0	875	0	0
Contracts-Mgmt Services	322,770	80,693	58,657	22,036	18	29,329
Contracts-Utility Billing	20,600	5,150	5,150	0	25	1,717
Contracts-Generator Maint	500	125	0	125	0	0
R&M-Lift Station	7,000	1,750	0	1,750	0	0
R&M-Potable Water Lines	19,000	4,750	0	4,750	0	0
R&M-Water Plant	31,000	7,750	4,110	3,640	13	0
R&M-Waste Water Plant	16,000	4,000	5,599	(1,599)	35	225
R&M-Sewer Lines	5,200	1,300	0	1,300	0	0
R&M-Backflow Inspection	13,680	3,420	0	3,420	0	0
R&M-Instrumentation	5,000	1,250	0	1,250	0	0

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands CID**  
**For the Period Ending December 31, 2018**

Water And Sewer Fund	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	Variance	% ANNUAL BUDGET	DEC 31,2018 ACTUAL
Misc-Licenses & Permits	3,000	750	3,000	(2,250)	100	0
Compliance Sampling	22,150	5,537	2,783	2,754	13	1,392
Chemicals-Water Operations	25,000	6,250	6,346	(96)	25	3,398
Chemicals-Wastewater Operations	15,000	3,750	2,628	1,122	18	1,492
Sludge Disposal	20,000	5,000	0	5,000	0	0
Capital Outlay-WWTP	0	0	49,285	(49,285)	0	49,285
<b>Total Water-Sewer Combination Services</b>	<b>607,400</b>	<b>151,850</b>	<b>154,040</b>	<b>(2,190)</b>	<b>25</b>	<b>92,876</b>
<b>Debt Service</b>						
Principal Debt Retirement	457,157	114,289	0	114,289	0	0
Interest Expense	58,377	14,594	22,376	(7,782)	38	0
<b>Total Debt Service</b>	<b>515,534</b>	<b>128,883</b>	<b>22,376</b>	<b>106,507</b>	<b>4</b>	<b>0</b>
<b>Other Sources/Uses</b>						
<b>Total Expenses</b>	<b>1,261,806</b>	<b>315,453</b>	<b>221,903</b>	<b>93,548</b>	<b>18</b>	<b>113,571</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>234,212</b>	<b>58,551</b>	<b>849,328</b>	<b>603,680</b>	<b>(363)</b>	<b>496,811</b>

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

Trend Report - General Fund

	OCT Actual	NOV Actual	DEC Actual	JAN Budget Allocation	FEB Budget Allocation	MAR Budget Allocation	APR Budget Allocation	MAY Budget Allocation	JUN Budget Allocation	JUL Budget Allocation	AUG Budget Allocation	SEP Budget Allocation	ANNUAL BUDGET	YTD ACTUAL
<b>Revenues</b>														
Interest - Investments	300	249	1,087	292	292	292	292	292	292	292	292	292	3,500	1,636
Special Assmnts- Tax Collector	0	111,448	153,700	27,065	27,065	27,065	27,065	27,065	27,065	27,065	27,065	27,065	324,776	265,148
Special Assmnts- CDD Collected	0	0	0	2,887	2,887	2,887	2,887	2,887	2,887	2,887	2,887	2,887	34,641	0
Special Assmnts- Uncollectable	0	0	0	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(2,887)	(34,641)	0
Special Assmnts- Discounts	0	(1,136)	(6,091)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(1,435)	(17,223)	(7,227)
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>25,922</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>25,922</b>	<b>25,922</b>	<b>311,053</b>	<b>271,776</b>
<b>Expenses</b>														
<b>Administrative</b>														
P/R-Board Of Supervisors	400	500	500	583	583	583	583	583	583	583	583	583	7,000	1,400
Employment Taxes	33	41	(13)	45	45	45	45	45	45	45	45	45	536	62
P/R - Processing Fees	50	25	58	50	50	50	50	50	50	50	50	50	600	133
Profserv-Engineering	1,493	0	629	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	12,500	2,122
Profserv-Legal Services	0	514	1,984	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	12,500	2,498
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	10,848
Profserv-Property Appraiser	700	0	0	404	404	404	404	404	404	404	404	404	4,851	700
Auditing Services	0	0	0	292	292	292	292	292	292	292	292	292	3,500	0
Postage And Freight	0	0	0	29	29	29	29	29	29	29	29	29	350	0
Rental - Meeting Room	0	0	0	29	29	29	29	29	29	29	29	29	350	0
Insurance - General Liability	574	574	896	667	667	667	667	667	667	667	667	667	8,000	2,045
Printing And Binding	0	0	0	50	50	50	50	50	50	50	50	50	600	0
Legal Advertising	0	0	0	83	83	83	83	83	83	83	83	83	1,000	0
Miscellaneous Services	185	0	0	42	42	42	42	42	42	42	42	42	500	185
Misc-Assessmnt Collection Cost	0	2,206	2,952	539	539	539	539	539	539	539	539	539	6,468	5,158
Office Supplies	0	0	0	17	17	17	17	17	17	17	17	17	200	0
Annual District Filing Fee	175	0	0	15	15	15	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>8,545</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>8,545</b>	<b>8,545</b>	<b>102,524</b>	<b>25,326</b>
<b>Field</b>														
Contracts-Field Services	3,262	3,262	3,262	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000	9,785
Electricity - Streetlighting	2,003	2,008	918	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	19,000	4,930
R&M-Renewal and Replacement	2,850	0	0	417	417	417	417	417	417	417	417	417	5,000	2,850
R&M-Storm Water Drainage	0	0	0	250	250	250	250	250	250	250	250	250	3,000	0
<b>Total Field</b>	<b>8,115</b>	<b>5,270</b>	<b>4,180</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>4,333</b>	<b>4,333</b>	<b>4,333</b>	<b>52,000</b>	<b>17,565</b>
<b>Landscape/Irrigation</b>														
Contracts-Landscape	0	13,805	6,902	6,903	6,903	6,903	6,903	6,903	6,903	6,903	6,903	6,903	82,830	20,707
Utility-Irrigation	0	1,272	2,073	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	3,345
R&M-Irrigation	310	911	318	833	833	833	833	833	833	833	833	833	10,000	1,539

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Port of the Islands CID**  
**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>Budget</u> <u>Allocation</u>	<u>FEB</u> <u>Budget</u> <u>Allocation</u>	<u>MAR</u> <u>Budget</u> <u>Allocation</u>	<u>APR</u> <u>Budget</u> <u>Allocation</u>	<u>MAY</u> <u>Budget</u> <u>Allocation</u>	<u>JUN</u> <u>Budget</u> <u>Allocation</u>	<u>JUL</u> <u>Budget</u> <u>Allocation</u>	<u>AUG</u> <u>Budget</u> <u>Allocation</u>	<u>SEP</u> <u>Budget</u> <u>Allocation</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>YTD</u> <u>ACTUAL</u>
Total Landscape/Irrigation	310	15,988	9,293	8,986	8,986	8,986	8,986	8,986	8,986	8,986	8,986	8,986	107,830	25,591
Roadway Management														
R&M-Signage	0	0	0	83	83	83	83	83	83	83	83	83	1,000	0
R&M-Roads & Alleyways	1,700	0	2,300	417	417	417	417	417	417	417	417	417	5,000	4,000
Total Roadway Management	1,700	0	2,300	500	500	500	500	500	500	500	500	500	6,000	4,000
Mosquito Control														
Contracts-Mosquito Treatment	0	0	0	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	19,500	0
Chemicals-Mosquito spray	0	0	0	833	833	833	833	833	833	833	833	833	10,000	0
R&M-Mosquito Control	0	0	0	417	417	417	417	417	417	417	417	417	5,000	0
Total Mosquito Control	0	0	0	2,875	2,875	2,875	2,875	2,875	2,875	2,875	2,875	2,875	34,500	0
Other Sources/Uses														
Total Expenses	17,351	28,734	26,395	25,239	25,239	25,239	25,239	25,239	25,239	25,239	25,239	25,239	302,854	72,482
Excess Revenue Over (Under) Expenditures	<u>(4,832)</u>	<u>81,827</u>	<u>122,301</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>683</u>	<u>8,199</u>	<u>199,294</u>

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

Trend Report - Water And Sewer Fund

	OCT Actual	NOV Actual	DEC Actual	JAN Budget Allocation	FEB Budget Allocation	MAR Budget Allocation	APR Budget Allocation	MAY Budget Allocation	JUN Budget Allocation	JUL Budget Allocation	AUG Budget Allocation	SEP Budget Allocation	ANNUAL BUDGET	YTD ACTUAL
<b>Revenues</b>														
Interest - Investments	5	45	161	42	42	42	42	42	42	42	42	42	500	212
Water Revenue	8,693	122	9,930	6,923	6,923	6,923	6,923	6,923	6,923	6,923	6,923	6,923	83,078	18,745
Sewer Revenue	13,222	187	15,002	9,618	9,618	9,618	9,618	9,618	9,618	9,618	9,618	9,618	115,420	28,411
Irrigation Fees	16,293	0	20,430	8,623	8,623	8,623	8,623	8,623	8,623	8,623	8,623	8,623	103,477	36,723
Meter Fees	0	0	0	208	208	208	208	208	208	208	208	208	2,500	0
Special Assmnts- Tax Collector	0	425,650	587,022	103,361	103,361	103,361	103,361	103,361	103,361	103,361	103,361	103,361	1,240,329	1,012,672
Special Assmnts- CDD Collected	0	0	0	15,111	15,111	15,111	15,111	15,111	15,111	15,111	15,111	15,111	181,335	0
Special Assmnts- Uncollectable	0	0	0	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(15,111)	(181,335)	0
Special Assmnts- Discounts	0	(4,339)	(23,263)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(4,107)	(49,286)	(27,602)
Other Miscellaneous Revenues	870	100	1,100	0	0	0	0	0	0	0	0	0	0	2,070
<b>Total Revenues</b>	<b>39,083</b>	<b>421,765</b>	<b>610,382</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>124,668</b>	<b>124,668</b>	<b>124,668</b>	<b>1,496,018</b>	<b>1,071,231</b>
<b>Expenses</b>														
<b>Personnel and Administration</b>														
P/R-Board Of Supervisors	400	500	500	583	583	583	583	583	583	583	583	583	7,000	1,400
Employment Taxes	33	41	(13)	45	45	45	45	45	45	45	45	45	536	62
P/R - Processing Fees	50	25	57	3	3	3	3	3	3	3	3	3	30	132
ProfServ-Engineering	344	3,885	3,143	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	12,500	7,371
ProfServ-Legal Services	0	514	0	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	1,042	12,500	514
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	10,848
ProfServ-Property Appraiser	700	0	0	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	18,482	700
Auditing Services	0	0	0	292	292	292	292	292	292	292	292	292	3,500	0
Postage And Freight	0	0	0	58	58	58	58	58	58	58	58	58	700	0
Rental - Meeting Room	0	0	0	29	29	29	29	29	29	29	29	29	350	0
Insurance - General Liability	574	574	1,538	650	650	650	650	650	650	650	650	650	7,800	2,687
Printing And Binding	0	0	0	8	8	8	8	8	8	8	8	8	100	0
Legal Advertising	0	0	0	83	83	83	83	83	83	83	83	83	1,000	0
Miscellaneous Services	0	0	0	188	188	188	188	188	188	188	188	188	2,250	0
Utility Billing Supplies	574	0	301	167	167	167	167	167	167	167	167	167	2,000	875
Misc-Assessmnt Collection Cost	0	8,426	11,275	1,844	1,844	1,844	1,844	1,844	1,844	1,844	1,844	1,844	22,130	19,701
Office Supplies	0	0	0	17	17	17	17	17	17	17	17	17	200	0
Communication - Telephone - Field	647	273	278	367	367	367	367	367	367	367	367	367	4,400	1,197
<b>Total Personnel and Administration</b>	<b>6,938</b>	<b>17,854</b>	<b>20,695</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>11,574</b>	<b>11,574</b>	<b>11,574</b>	<b>138,872</b>	<b>45,487</b>
<b>Water-Sewer Comb Services</b>														
Utility - General	5,146	5,297	6,038	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	78,000	16,482
Utility - New connections	0	0	0	292	292	292	292	292	292	292	292	292	3,500	0
Contracts-Mgmt Services	0	29,329	29,329	26,898	26,898	26,898	26,898	26,898	26,898	26,898	26,898	26,898	322,770	58,657
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	5,150
Contracts-Generator Maint	0	0	0	42	42	42	42	42	42	42	42	42	500	0

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

Trend Report - Water And Sewer Fund

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ANNUAL	YTD
	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	BUDGET	ACTUAL
				Allocation	Allocation	Allocation	Allocation	Allocation	Allocation	Allocation	Allocation	Allocation		
R&M-Lift Station	0	0	0	583	583	583	583	583	583	583	583	583	7,000	0
R&M-Potable Water Lines	0	0	0	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	19,000	0
R&M-Water Plant	867	3,243	0	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	31,000	4,110
R&M-Waste Water Plant	0	5,374	225	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000	5,599
R&M-Sewer Lines	0	0	0	433	433	433	433	433	433	433	433	433	5,200	0
R&M-Backflow Inspection	0	0	0	1,140	1,140	1,140	1,140	1,140	1,140	1,140	1,140	1,140	13,680	0
R&M-Instrumentation	0	0	0	417	417	417	417	417	417	417	417	417	5,000	0
Misc-Licenses & Permits	0	3,000	0	250	250	250	250	250	250	250	250	250	3,000	3,000
Compliance Sampling	0	1,392	1,392	1,846	1,846	1,846	1,846	1,846	1,846	1,846	1,846	1,846	22,150	2,783
Chemicals-Water Operations	1,549	1,399	3,398	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000	6,346
Chemicals-Wastewater Operations	662	474	1,492	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	2,628
Sludge Disposal	0	0	0	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	20,000	0
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>50,617</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>50,617</b>	<b>50,617</b>	<b>607,400</b>	<b>154,040</b>
<b>Debt Service</b>														
Principal Debt Retirement	0	0	0	38,096	38,096	38,096	38,096	38,096	38,096	38,096	38,096	38,096	457,157	0
Interest Expense	22,376	0	0	4,865	4,865	4,865	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>42,961</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>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>105,152</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>105,152</b>	<b>105,152</b>	<b>1,261,806</b>	<b>221,903</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(172)</b>	<b>352,686</b>	<b>496,811</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>19,516</b>	<b>19,516</b>	<b>19,516</b>	<b>234,212</b>	<b>849,328</b>

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

Non-Ad Valorem Special Assessments  
(Lee 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						
February						
March						
April						
May						
June						
July						
August						
September						
<b>TOTAL</b>	<b>1,277,819.30</b>	<b>(34,829.02)</b>	<b>(24,859.81)</b>	<b>1,218,130.47</b>	<b>265,147.50</b>	<b>1,012,671.80</b>
<b>BALANCE REMAINING</b>					<b>\$ 59,628</b>	<b>\$ 227,657</b>

<b>TOTAL ASSESSMENTS</b>	<b>\$ 1,565,105</b>	<b>PERCENT COLLECTED</b>	<b>81.64%</b>
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<b>PORT OF THE ISLANDS</b> <b>COMMUNITY IMPROVEMENT DISTRICT</b>
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Cash and Investment Report

December 31, 2018

Account Name	Bank	Yield	Balance
<b>GENERAL FUND</b>			
Checking (GF) 9580	Valley	0.00%	238,939.07
Money Market (GF) 1572	Valley	2.38%	<u>1,000,283.17</u>
		<b>Subtotal</b>	<b>1,239,222.24</b>
 <b>WATER &amp; SEWER FUND</b>			
Checking (WSF) 1521	Valley	0.10%	27.09
Checking (WSF) 8933	Valley	1.95%	46,131.42
		<b>Subtotal</b>	<u>46,158.51</u>
		<b>Total</b>	<u><u><b>\$ 1,285,380.75</b></u></u>

**PORT OF THE ISLANDS CID**  
**UTILITY BILLING AGING REPORT- Over 90 Days**  
**FOR PERIOD 10/01/16 THRU 12/31/18**

Acct Number	Name	Notes	Balance Due
90224	GLOVER, RICHARD	Turned off 11/28/16	146.62
90783	KEY REAL ESTATE ADVISORS	Turned off 04/17/18	35.00
90327	KREMER, JOHN	Turned off 02/28/18	180.53
90333	LACEY, BRANDON	Turned off 12/16/17	159.44
90337	LAUFFER, JAMES		1.45
90401	MORGAN, STEPHEN & SUSAN	Turned off 01/05/18	82.85
90683	PIRIE, JOHN	Turned off 08/29/18	10.00
90816	RANDELL, MIKE	Turned off 12/05/18	87.27
90492	SAALFRANK, JOSEPH		10.02
90818	SAFFOLD, TERRENCE	Turned off 12/05/18	69.35
90533	STABER, REMEMBRANCE		66.06
90767	THOMAS, DARYL	Turned off 10/11/18	95.79
90594	TWENTE, DEANN	Turned off 01/16/18	49.48
90612	WHEELER, MARILYN	Turned off 06/13/18	52.82
90614	WIELGOS, DAN	Turned off 07/20/18	285.43
<b>TOTAL</b>			<b>\$ 1,332.11</b>

**Port of the Islands CID**  
**Reconciliation - Valley National 9580 OPS**

Run: 1/07/2019 @ 11:10 AM Page: 1

Closing Balance from Previous Statement.....	11/30/2018	81,840.54
1 Deposits and Other Additions Totaling.....		215,320.38
13 Checks and Other Withdrawals Totaling.....		58,221.85
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....		0.00
Closing Balance for this Statement.....	12/31/2018	238,939.07
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2018	230,881.44
Open Activity from Bank Register.....		(8,057.63)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		238,939.07

Date	Reference	Deposit Description	Amount
✓ 12/24/2018	DEP	Direct Deposit - Tax Collector	215,320.38
<b>Total Deposits:</b>			<b>215,320.38</b>

Date	Check	To	Check Description	Amount
✓ 11/16/2018	0010289	Kish, Russell B.	BOS Meeting Payroll NOV 2018	184.70
✓ 11/28/2018	0010290	Hole Montes, Inc.	Invoices 79237, 79238	5,721.75
✓ 11/28/2018	0010291	Soto's Lawn Service	Invoices 18-1625, 18-1702, 18-1768, 18-1815	16,854.92
✓ 11/28/2018	0010292	Soto's Lawn Service	Irrigation System Repair	844.12
✓ 11/28/2018	0010293	LCEC	Monthly Electricity Service NOV 2018	7,305.73
✓ 12/10/2018	0010294	EGIS Insurance Advisors, LLC	General Liability Insurance - Policy Amendment	1,286.00
✓ 12/10/2018	0010295	Premier District Management	Monthly District Management & Field Services	12,511.68
✓ 12/10/2018	0010296	Soto's Lawn Service	Monthly Lawn Maintenance	6,902.46
✓ 12/14/2018	0010297	Daniel H. Cox, P.A.	Review Insurance Claim	1,983.75
✓ 12/20/2018	0010298	Hawkins	Invoices 4411386, 4411387, 4414985	740.00
✓ 12/20/2018	0010299	Hole Montes, Inc.	Invoices 79350, 79351	3,771.75
✓ 12/20/2018	EFT	Surepayroll	W-2 Processing Fees	65.00
✓ 12/29/2018	EFT	Surepayroll	Monthly Payroll Processing Fees	49.99
<b>Total Checks:</b>				<b>58,221.85</b>

Run: 1/08/2019 at 7:41 AM

**Port of the Islands CID**  
**Check Register from 12/01/2018 to 12/31/2018**  
**Valley National 9580 OPS**

Page: 1

Check	Date	Vendor / Description	Check / Payment
0010297	12/14/2018	[Daniel Cox] Daniel H. Cox, P.A. ( Review Insurance Claim)	1,983.75
0010294	12/10/2018	[EGIS] EGIS Insurance Advisors, LLC ( General Liability Insurance - Policy Amendment)	1,286.00
0010298	12/20/2018	[HAWKINS] Hawkins ( Invoices 4411386, 4411387, 4414985)	740.00
0010299	12/20/2018	[Hole Montes] Hole Montes, Inc. ( Invoices 79350, 79351)	3,771.75
0010300	12/20/2018	[LCEC - AUTOPAY] LCEC ( 11/8-12/9/2018 Electric- Water Treatment Facilities & Irrigation)	8,057.63
0010295	12/10/2018	[PREMIER DISTRICT] Premier District Management ( Monthly District Management & Field Services)	12,511.88
0010296	12/10/2018	[SOTOS] Soto's Lawn Service ( Monthly Lawn Maintenance)	6,902.46
EFT	12/20/2018	[SUREPAYROLL] Surepayroll ( W-2 Processing Fees)	65.00
EFT	12/29/2018	[SUREPAYROLL] Surepayroll ( Monthly Payroll Processing Fees)	49.99
<b>Total Checks:</b>			<b>35,368.26</b>

**Port of the Islands CID  
Reconciliation - Valley National 8933 W/S**

Run: 1/07/2019 @ 11:10 AM Page: 1

Closing Balance from Previous Statement.....	11/30/2018	125,694.23
5 Deposits and Other Additions Totaling.....		4,383.74
9 Checks and Other Withdrawals Totaling.....		84,037.76
1 Adjustments Totaling.....		-42.93
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/31/2018	134.14
Closing Balance for this Statement.....	12/31/2018	46,131.42
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2018	46,116.42
Open Activity from Bank Register.....		(15.00)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		46,131.42

Date	Reference	Deposit Description	Amount
✓ 12/04/2018	DEP	Remote Deposit - Utility Payments	2,832.39
✓ 12/06/2018	DEP	Remote Deposit - Utility Payments	196.45
✓ 12/12/2018	DEP	Remote Deposit - Utility Payments	688.01
✓ 12/13/2018	DEP	Remote Deposit - Utility Payments	128.69
✓ 12/19/2018	DEP	Remote Deposit - Utility Payments	538.20
<b>Total Deposits:</b>			<b>4,383.74</b>

Date	Check	To	Check Description	Amount
✓ 11/27/2018	0010224	CASSARO, JOE	Overpayment	5.75
✓ 11/27/2018	0010226	LICKI, RAY	overpayment	42.27
✓ 11/27/2018	0010227	PTAK, VICTOR	Load Credit from prior system	58.38
✓ 11/28/2018	0001005	Hawkins	Invoices 4397203, 4397204, 4399775	1,244.25
✓ 11/28/2018	0001006	Karle Enviro Organic Recycling, Inc.	WWTP Sludge Removal	895.79
✓ 12/10/2018	0001007	Florida Utility Solutions, Inc.	Monthly Utility Operation & Maintenances Services	80,230.50
✓ 12/10/2018	0001008	Hawkins	Chemicals - WWTP	174.00
✓ 12/14/2018	0001010	Century Link	December 4 to January 3 Service	277.82
✓ 12/14/2018	0001011	Hawkins	Invoices 4377346, 4377347, 4403828, 4403829, 4407636	1,109.00
<b>Total Checks:</b>				<b>84,037.76</b>

Date	Reference	Adjustment Description	Amount
✓ 12/13/2018	ADJ		-42.93
✓ 12/31/2018		Interest Earned	134.14
<b>Total Adjustments:</b>			<b>91.21</b>

Run: 1/08/2019 at 7:30 AM

**Port of the Islands CID**  
**Check Register from 12/01/2018 to 12/31/2018**  
**Valley National 8933 W/S**

Page: 1

Check	Date	Vendor / Description	Check / Payment
0001010	12/14/2018	[Century Link] Century Link ( December 4 to January 3 Service)	277.82
0001007	12/10/2018	[Florida Utility Solutions] Florida Utility Solutions, Inc. ( Monthly Utility Operation & Maintenances Services)	80,230.50
0001008	12/10/2018	[HAWKINS] Hawkins ( Chemicals - WWTP)	174.00
0001011	12/14/2018	[HAWKINS] Hawkins ( Invoices 4377346, 4377347, 4403828, 4403829, 4407636)	1,109.00
<b>Total Checks:</b>			<b>81,791.32</b>

Closing Balance from Previous Statement.....	11/30/2018	114,720.50
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawals Totaling.....		0.00
1 Adjustments Totaling.....		884,475.22
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/31/2018	1,087.45
Closing Balance for this Statement.....	12/31/2018	1,000,283.17
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2018	1,000,283.17
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		1,000,283.17

Date	Reference	Adjustment Description	Amount
✓ 12/17/2018	TXFR	Transfer from closed W/S to Money Market Account	884,475.22
✓ 12/31/2018		Interest Earned	1,087.45
<b>Total Adjustments:</b>			<b>885,562.67</b>

Closing Balance from Previous Statement.....	11/30/2018	418,767.64
3 Deposits and Other Additions Totaling.....		504,208.33
2 Checks and Other Withdrawals Totaling.....		38,500.75
3 Adjustments Totaling.....		-884,475.22
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	12/31/2018	27.09
Closing Balance for this Statement.....	12/31/2018	27.09
Difference.....		0.00

Cash Balance from General Ledger.....	12/31/2018	-236.05
Open Activity from Bank Register.....		(263.14)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		27.09

Date	Reference	Deposit Description	Amount
✓ 12/05/2018	DEP	Branch Deposit	12,218.83
✓ 12/10/2018	DEP	Direct Deposit - Tax Collector	481,818.96
✓ 12/10/2018	EZ PAY OCT 2018	EZ Pay - OCT 2018 Statements	10,170.54
<b>Total Deposits:</b>			<b>504,208.33</b>

Date	Check	To	Check Description	Amount
✓ 10/23/2018	0010215	MURPHY 2, BRIAN	Invoices 90411-DR, 90411-OR1, 90411-OR2	59.95
✓ 11/15/2018	0010222	Florida Utility Solutions, Inc.	Utility Operation & Maintenance - OCT 2018	38,440.80
<b>Total Checks:</b>				<b>38,500.75</b>

Date	Reference	Adjustment Description	Amount
✓ 12/13/2018	ADJ	To correct bank NSF charged to wrong account	42.93
✓ 12/17/2018	TXFR		-884,475.22
✓ 12/31/2018		Interest Earned	27.09
✓ 12/14/2018	NSF	Item Returned by Bank - Account Frozen	-42.93
<b>Total Adjustments:</b>			<b>-884,448.13</b>



**PORT OF THE ISLANDS  
PREMIER DISTRICT MANAGEMENT  
PO BOX 61288  
FORT MYERS FL 33906**

<b>ACCOUNT NUMBER</b>
90116
<b>DUE DATE</b>
11/20/2018

<b>AMOUNT NOW DUE</b>
188.84
<b>AMOUNT ENCLOSED</b>

PLEASE BE SURE TO WRITE YOUR FULL ACCOUNT NUMBER ON YOUR CHECK TO ENSURE PROPER HANDLING.

DO NOT SEND CASH THROUGH THE MAIL

COMMUNITY IMPROVEMENT DISTRICT  
3820 Colonial Blvd., Suite 101  
FORT MYERS, FL 33966

PORT OF THE ISLANDS  
PREMIER DISTRICT MANAGEMENT  
PO BOX 61288  
FORT MYERS FL 33906

PLEASE TEAR HERE AND RETURN TOP PORTION OF BILL WITH YOUR PAYMENT

MAKE CHECKS PAYABLE IN U.S.FUNDS TO:

PORT OF THE ISLANDS  
PREMIER DISTRICT MANAGEMENT  
PO BOX 61288  
FORT MYERS FL 33906

COMMUNITY IMPROVEMENT DISTRICT  
3820 Colonial Blvd., Suite 101  
FORT MYERS, FL 33966

ACCOUNT NUMBER	SERVICE ADDRESS	STATEMENT DATE	DUE DATE
90116	AIRPORT	10/15/2018	11/20/2018

METER NUMBER	CLASS	SERVICE USED		SERVICE DAYS	METER READING		USAGE 1,000 GALLONS
		FROM	TO		CURRENT	PREVIOUS	
W2738742	IR	8/13/2018	10/15/2018	63	21,897	21,821	76

<b>Previous Balance</b>	24.65
<b>Current Charges</b>	
Irrig - Residential	188.84
<i>Example -</i>	
<b>Payments</b>	24.65
<b>** Please note new payment address **</b>	
<b>BALANCE DUE</b>	<b>188.84</b>

- Please note that it is necessary to maintain safe access to your water meter in order for a reading to be obtained.
- If access is not available, your meter will be estimated until the meter is accessible.
- In addition, it will not be possible to turn off the meter in the event of an emergency such as a water leak.

**BILLING INQUIRIES: 888-233-1144      EMERGENCIES AND OTHER INQUIRIES: 239-642-9219**

**UTILITY SERVICES ARE BILLED EVERY OTHER MONTH**



COMMUNITY FIELD SERVICES

# PORT OF THE ISLANDS CID

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FIELD MANAGEMENT REPORT FOR JANUARY 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 12/31/18

### 1. Lake Management:

a. **Lake Maintenance:** The retention ponds are in fair shape this month. Shorelines weeds haven't increased, 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 new concerns observed this month. Littorals are looking healthy around the retention ponds.
- ii. The bulrush in retention pond #2 remains present up to the headwall which can potentially impact the drainage flow from the roadway. Earth Guard will be treating some of these plants on their next visit to open up the area.

**Headwall in Retention Pond #2**



### c. Shoreline Weeds: Weed concerns that should be addressed:

- i. A medium presence of torpedo grass remains in all 3 retention ponds.
- ii. Cattails remain in 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 the 3 retention ponds along Cays Drive.

- h. **Lake Aeration:** No aeration present.
- i. **Shoreline Landscaping:** The cordgrass along the second retention pond on Cays Drive needs to be trimmed and the climbing hemp vine within the grass should be removed before it gets out of control and unsightly.

**Hemp Vine within the Cordgrass**



- j. **Lake Bank Erosion:** No concerns observed this month.

## 2. Roadways:

- a. **Asphalt:** Asphalt at the corner of Newport Drive & Morning Star Cay is slowly eroding away. The Board may want to have us put down some asphalt patch to help stabilize the corner.



- b. **Potholes:** No new concerns observed this month.
- c. **Curbing / Storm Water Gutters:**
  - i. The storm water gutters at the end of Sunset Cay, Venus Cay, Windward Cay & Wilderness Cay remain filled with silt and weeds. The outlets should be cleared to open the flow ways towards the outfall structures. Soto Landscaping has been asked to provide a maintenance proposal for these areas.

**Venus Cay Gutter****Wilderness Cay****d. Street Signage:**

- i. The stop sign in the Cays Drive median and 41 was found on the ground this month. It appears that the post has snapped at the base. This is a FDOT sign which we've already reported to them to have replaced.
- ii. The Wilderness & Cay Drive signs need to be cleaned.

**e. Roadway Landscaping:**

- i. One of the Hong Kong Orchids on Newport Drive is beginning to grow into the powerlines along the roadway. The Board may want to consider having the tree branches cut back.
- ii. The large dead tree next to the hotel entrance still hasn't been cut down. We'll reach out to the hotel manager Juli Ballard again to see what's going on with it.



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

**3. Sidewalks:**

a. JL23 Pressure Cleaning pressure cleaned all the sidewalks along Cays Drive, Sunset Cay, Venus Cay, Windward Cay and Wilderness Cay last month. The sidewalks look great.

**Before & After Example**



b. Multiple Brazilian Pepper branches and other vegetation remain encroaching over the sidewalk along Cays Drive which should be cut back. People walking on the sidewalk can walk into them if they're not careful.



**4. Storm Drainage System:**

a. **Catch Basins:** No new concerns observed this month.

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

i. **Sunset Cay:** No concerns observed.

ii. **Venus Cay:** Vegetation is beginning to fill in around the outflow flapper and will need to be cut back before the rainy season.

iii. **Windward Cay:** No concerns observed.

iv. **Wilderness Cay:** No concerns observed.

- v. **Water Plant:** The WCS at the north end of the plant has thick vegetation around it which should be cut back to optimize water flow.

**Flapper on Venus Cay**



**WCS at Water Plant**



vi. **Retention Ponds:**

- 1 Silt remains built up around the baffle for the water control structure on the 3<sup>rd</sup> retention pond on Cays Drive. The silt should be removed to allow for optimal water flow.
- 2 Vegetation around each of the outflow pipes for the retention ponds needs to be cut back to allow for optimal drainage flow. Right now, the pipe outlets are inaccessible which could be an issue if there's a blockage. We could have our maintenance technician clean out these areas the next time he's scheduled to be onsite.



- c. **Flumes:** All the roadway / sidewalk flumes along Venus Cay, Windward Cay & Wilderness Cay remain with debris / silt in them. Soto is currently in the process of putting together a proposal for this maintenance task.



**d. Culverts:**

- i. About 50% of the culverts along Newport Drive have at least a low presence of silt & debris in them.
- ii. The culvert under the driveway at 114 Newport Cay remains buried. Premier District Management has sent the homeowner a letter stating that the culvert needs to be cleaned out.

**Culvert Location**



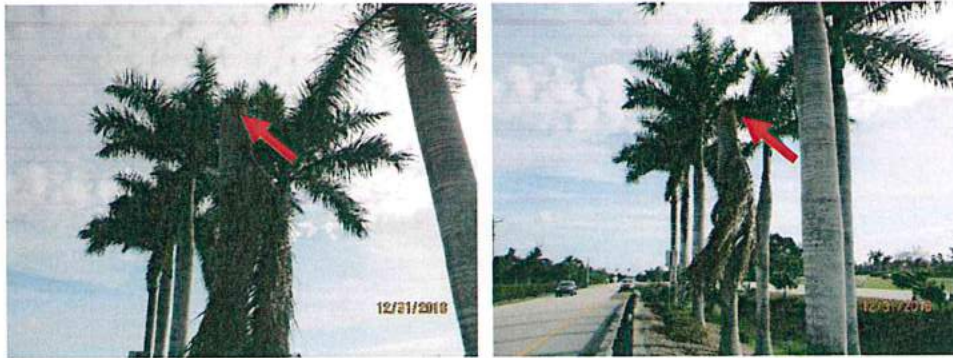
- e. **Drain Pipes:** No issues observed this month.
- f. **Drainage Swales / Dry Detention Ponds / Banks:** Drainage concerns behind Sunset Cay, Venus Cay, Windward Cay and Wilderness Cay update.
  - i. No new concerns observed this month. Soto is preparing a maintenance proposal for these areas.

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

- a. **Main Monument:** No new concerns observed this month.
- b. **Side Monuments:** No new concerns observed this month. Last month we noted several dead shrubs and a dying pigmy date palm at the Cays Drive (exit side) monument.
- c. **Landscaping:** No new concerns observed this month.
- d. **Flag Pole:** No issues observed.
- e. **41 Median:**
  - i. Several pieces of trash were observed again within the median.



- ii. One of the royal palms within the median next to the bridge has died and will need to be removed.



- f. **Cays Drive Entrance:** The Cays Drive entrance sign is fading on the entrance side and should be repainted. The sign on this side of the roadway is also rotted out on the bottom right corner.



- g. **Union Road Entrance:** No concerns observed this month.

6. **Irrigation System:** Two irrigation valve boxes within the 41 median across from Newport Drive are missing their lids. The lids should be replaced and inside the valve boxes should be cleaned out.



## 7. Mosquito Spraying:

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

- b. Below is the list of dates that mosquito spraying has been completed so far for FY 2018 / 2019. We haven't received an updated list since the beginning of September. Several requests asking for an updated list have been sent.

Date	LCRM	Wind Dir	~MPH	Gal Used
6/11/2018	5	W	Slight	0.34
6/13/2018	5	SW	Slight	0.36
6/25/2018	5	SW	Slight	0.35
6/27/2018	5	W	Slight	0.34
6/29/2018	5	W	Slight	0.33
7/2/2018	5	SW	Slight	0.33
7/4/2018	5	W	Slight	0.35
7/6/2018	5	W	Slight	0.34
7/11/2018	5	SW	Slight	0.33
7/13/2018	5	W	Slight	0.32
7/18/2018	5	W	Slight	0.34
7/20/2018	5	SW	Slight	0.36
7/23/2018	5	SW	Slight	0.33
7/25/2018	5	S	Slight	0.35
7/27/2018	5	SW	Slight	0.32
7/30/2018	5	sw	Slight	0.34
8/1/2018	5	S	Slight	0.3
8/3/2018	5	S	Slight	0.33
8/6/2018	5	w	Slight	0.35
8/8/2018	5	SW	Slight	0.31
8/10/2018	5	SW	Slight	0.33
8/15/2018	5	W	Slight	0.29
9/17/2018	6	SW	Slight	0.35

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

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

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</u> |                                     |  |

11. **CID Project Updates:**

- a. **Sidewalk Pressure Cleaning:** Project has been completed however during this inspection we noticed that JL23 missed the side monuments at the Newport Drive entrance. We informed JL23 of this and they were onsite later that same day to finish the job. The sidewalks and monuments now look great.

Comparison – Before & After



## 12. Follow-Up Items from this Inspection:

- a. Remind Earth Guard to spray back the bulrush in retention pond #2.
- b. Replace the missing fire hydrant roadway reflector on Newport Drive (across from Hotel / Fire Station), Newport Cay entrance and on Peacock Lane next to Swan Way. Pending approved site visit from our maintenance staff.
- c. Straighten the leaning one-way sign on Newport Drive. Pending approved site visit from our maintenance staff.
- d. Remove the vegetation away from the drain pipe mitered ends for retention ponds 1, 2 & 3. Pending approved site visit from our maintenance staff.

## 13. Water Treatment Plant:

- a. **Fire Hydrants:** Besides for needing to be painted no other new concerns were observed this month.
- b. **Meter Boxes:** No concerns observed this month.
- c. **Wells:** The pad lock for the well access road has been replaced.

Before & After



- d. **Boil Water Notices:** No notices issued this month.
- e. **Line Breaks / System Concerns:** No issues observed this month.

#### 14. Recommended Follow Up Actions for the Board to Consider:

POI CID			
FY 2019 Recommended Project / Maintenance Tasks			
POI RECOMMENDED MAINTENANCE TASKS: UPDATED 1/02/19	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		
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		
Pressure wash the sidewalk along Cays Dr. where the algae / grime is forming.	8/1/2017	JL23	Completed
Have the broken electrical box near the entrance to the sales center repaired.	8/1/2017		
Pressure wash the front entrance monuments.	4/2/2018	JL23	Completed
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 roadway / sidewalk culverts along Venus Cay, Windward Cay & Wilderness Cay cleaned out.	7/30/2018	Soto	Pending
Have the vegetation along the well road cut back.	7/30/2018		
Vegetation around the Well Stations should be cut back.	7/30/2018	Soto	Pending
Clean out the storm water gutter at the end of Venus Cay.	8/31/2018	Soto	Pending
Clean the roadway signs at Cays Drive / Wilderness Cay & at the Eveningstar Cay.	1/2/2019		
Apply asphalt patch to the eroding asphalt at the corner of Newport Drive and Morning Star Cay.	1/2/2019		



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Solutions*

**PORT OF THE ISLANDS CID  
MONTHLY PLANT OPERATIONS  
REPORT JANUARY 2019**



**Wastewater Plant**

**Received and treated  
1.5 million gallons in  
December**

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**Water Plant**

**Produced and  
distributed 2.0 million  
gallons in December**

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**REUSE**

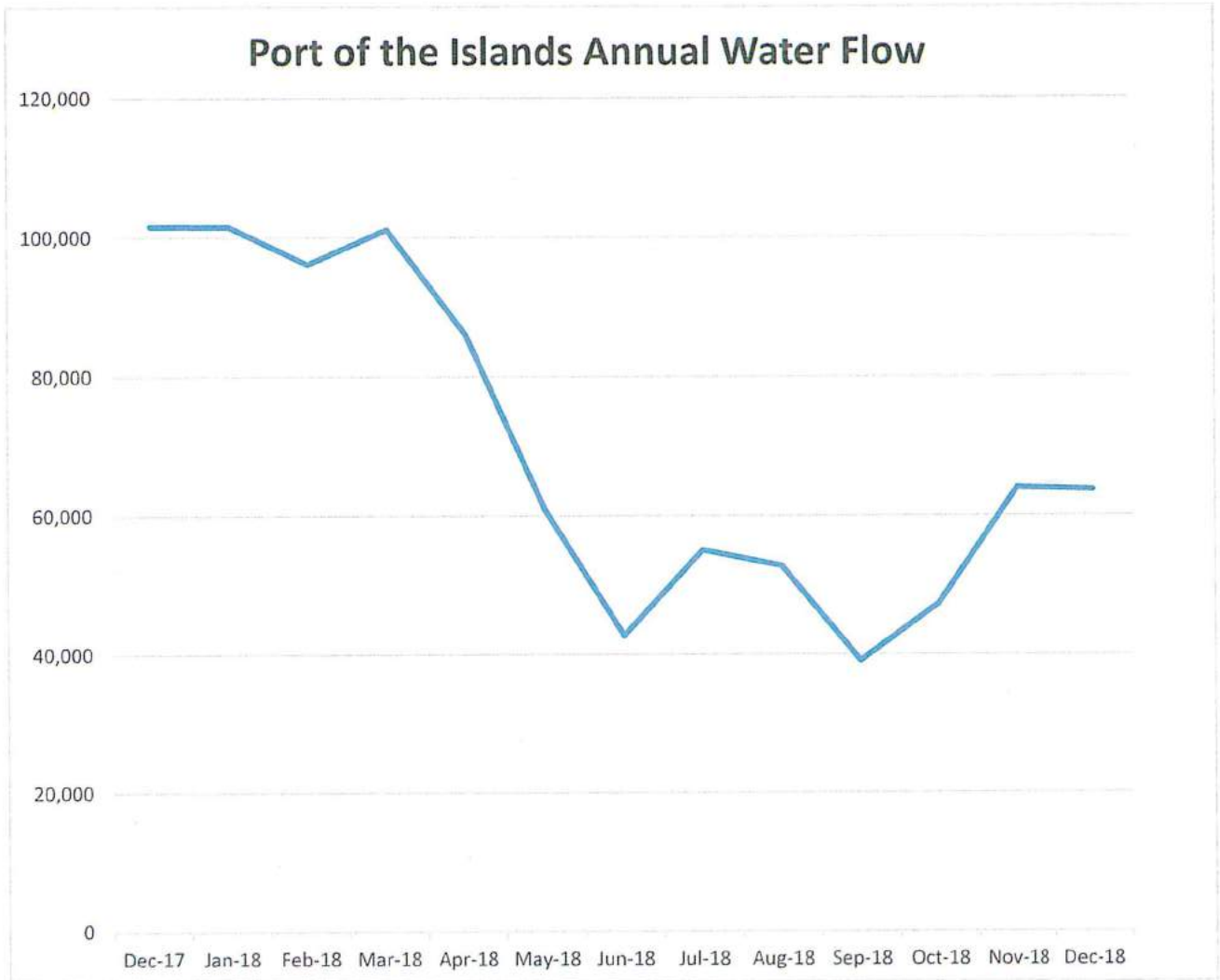
**Distributed 10.6 million  
gallons in December**

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

## Utility Monthly Update - 2019

### WTP - Water Treatment Plant

- Water plant is operating as designed
- Calcite Tank has been replaced

### WELLS

- Well #1 flow meter being replaced

### WWTP - Waste Water Treatment Plant

- Daily Process control – is producing acceptable effluent
- Bar Screen has been installed
- New permit approved and received

### FIRE STATION PUMPS

- All OK

### LIFT STATIONS

- All lift stations are functioning properly

### REUSE

- All OK

### DISTRIBUTION

- Meters were read during week of December 10<sup>th</sup>
- Received several requests for water shut-off and turn-ons, investigations, and meter research

**THE ANNUAL OPEN HOUSE WILL BE HELD FEBRUARY 15, 2019 AT THE WATER PLANT IMMEDIATELY FOLLOWING THE FEBRUARY MONTHLY MEETING**

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