

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 May 17, 2019 at 9:00 a.m. at the Orchid Cove Community Center on 25005 Peacock Lane in Naples, Florida 34114.

Present and constituting a quorum were:

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

Also present were:

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

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called roll. All Board members were present, with Supervisor Kehlmeier participating via telephone. Also present were Mitch Gilbert from Florida Utility Solutions, Robert Soto from Soto's Lawn Service, District Attorney Dan Cox and District Engineer Ron Benson.

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

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was accepted as presented.

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

THIRD ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

There being none, the next Order of Business followed.

FOURTH ORDER OF BUSINESS

Approval of Meeting Minutes

A. Regular Meeting Minutes from April 19, 2019

The Meeting Minutes were presented with a change noted to pg. 7, line 156 adding the word "to" before the word "present". Another change requested was to line 224, changing "stop lights" to "stop bars".

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the Regular Meeting Minutes for April 19, 2019 were approved as amended.

FIFTH ORDER OF BUSINESS

**Assessment Rules Public
Hearing**

The Board voted to open the public hearing.

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

The District Manager summarized the changes to ERC's the Board requested from last meeting. He discussed that the Maintenance/General Fund would be .4 for all marina slips. He also discussed that Water and Sewer for 26 foot slips with water only would be .08, 26 foot slips with water and sewer would be .16, 28-40 foot slips would be .2 and 40 foot slips and larger would be .4. Supervisor Kish suggested the option to assess all slips at .4, allowing for individuals to request exceptions. The Engineer recommended several options, with Table 4 being considered for adoption by the Board.

SIXTH ORDER OF BUSINESS

**Public Hearing for Adoption of
Resolution 2019-02**

After extensive discussion, the Board decided to go with the changes recommended by the Engineer in Table 4. Therefore, Resolution 2019-02 is accepted with Exhibit A amended to reflect the Board's requested changes. Those changes are for all slips under 40 feet with water only the ERC will be .08, all slips under 40 feet with water and sewer would be .2, and all slips 40 feet and over will be .4. Also, the General Fund ERC's for all marina slips will change to .4.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, Resolution 2019-02 is accepted with Exhibit A amended.

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

SEVENTH ORDER OF BUSINESS

Communications

A. Letter from Gulf Coast Clays and Louland Gun Club

The gun club sent in a letter requesting to use the Hill road in the community. The Board discussed that part of that road is not CID property. Therefore, the Board voted to allow the gun club to use the portion that is CID owned with two stipulations. One stipulation is that they get permission from the owners of the hotel as they own part of the road. The other stipulation is that the CID might sell Parcel 13 and if that happens then the gun club will have no recourse.

On MOTION by Chairman Davis, seconded by Supervisor Kehlmeier, with all in favor, permission is granted to the gun club for use of Hill Road with two stipulations.

EIGHTH ORDER OF BUSINESS

Old Business

A. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Mr. Soto was present and gave his verbal report.

ii. Irrigation Concerns

Mr. Soto reported that all open proposals have been completed.

iii. Any proposals to be considered

Mr. Soto presented three estimates for tree trimming for Board consideration. He notified the Board that he won't be able to complete these estimates until about the end of June or beginning of July. These estimates are for maintenance for hurricane season.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, estimates 3005, 3004 and 3007 were approved.

B. Drainage System Cleaning and Maintenance Plan

The District Manager explained that this item is the cleaning of the swales. Mr. Teague stated that he received the information he needed from the Engineer for this project. Therefore, now they can and will work on making the plan the Board requested.

C. Fire Hydrant Painting Update

The Chairman reported that the repairs and pressure washing have all been completed, except for two hydrants needing to be worked on. It was discussed that they have not started painting the fire hydrants yet.

NINTH ORDER OF BUSINESS

New Business

A. Highway Striping and Asphalt Repair Bids

The Board received two estimates for this project. One from D&G for \$10,682.50 and one from Atlantic Southern for \$9,950. The Board was surprised with how much this project is going to cost and the District Manager explained that it is a lot of work that needs to be done. The Board discussed how they wanted to proceed in terms of doing this project now or putting it off for a later date. They also discussed doing the repairs now and the striping next year. After further discussion, the Board agreed to do the whole project now before rainy season has a chance to make the roadways worse. Given that D&G has done work previously in the community, the Board decided to go with their company's estimate if they will drop their price down to \$10,000 to match the other companies estimate. The Board accepted the D&G proposal contingent on them doing the work plus using glass beads for the striping for a not to exceed amount of \$11,000.

On MOTION by Supervisor O'Connell, seconded by Supervisor Dillon, with all in favor, the Board accepts D&G's estimate contingent that it does not exceed \$11,000 total with the inclusion of glass beads.

TENTH ORDER OF BUSINESS

Manager's Report

A. Financial Statements for period ending April 30, 2019

The financials were presented, discussed and accepted.

On MOTION by Supervisor O'Connell, seconded by Chairman Davis, with all in favor, the financials for period ending April 30, 2019 were accepted.

B. Utility Billing Updates

The District Manager notified the Board that the last billing went out without any issues and that they have gotten the delinquent bills down. He also stated that when someone moves out they now lock up the meter immediately and shut it off. The only exception being if someone is moving in right away.

Mr. Gilbert has identified all the meters and is now working on identifying what each meter is for. For example, which meters go to the docks.

C. Website ADA Compliance Update

The District Manager reported that website is still on schedule to be completed by the end of July.

D. Approval of Fiscal Year 2020 Budget/Set Public Hearing

The District Manager spoke on the budget briefly. He also notified the Board that mailed notices will have to be sent out to the dock owners as the assessments are being increased for marina slips.

i. Resolution 2019-03

On MOTION by Chairman Davis, seconded by Supervisor O'Connell, with all in favor, Resolution 2019-03 was accepted as presented.

The District Manager stated to the Board that this Resolution approves a tentative budget. The final budget will be approved at the public hearing.

ELEVENTH ORDER OF BUSINESS

Field Manager

A. Field Report for May

The Field Report for was presented and reviewed by the Board. The District Manager reported that someone sprayed weed killer and killed plants around one of the lake banks.

i. Other follow-up items

The District Manager stated that Mr. Soto has began doing his mosquito count and has reported that he has not seen enough to start spraying yet. Several Board members commented that they haven't seen many mosquitos yet either, but the deer flies are terrible this year. A board member also mentioned sand wasps becoming more present lately.

TWELVTH ORDER OF BUSINESS

Utility Operations

A. Utility Operations Report for May

Mr. Gilbert was present to give his report to the Board. He spoke about a technician currently working on the SCADA, which is the computer system that runs the water plant.

He reported that everything is good with the wells. The wastewater treatment plant is working well, however flows are down. Therefore, it's a good time to go in and clean it and start working on the MBR. A ballpark figure for the cost of the work on the wastewater treatment plant and the MBR is around \$25,000-\$40,000.

There are two reuse pumps at the plant that send the water out for the irrigation and the fire hydrants. The 75-horsepower pump had a contactor go bad and for \$8,000 a VFD can be put on. A VFD is newer and better technology than what was on there previously and should extend the life of the pump.

On MOTION by Chairman Davis, seconded by Supervisor O'Connell, with all in favor, the Board voted to allow Mr. Gilbert to purchase and install the VFD.

All the bad meters have been changed out. There was one new install this month for a new house. Mr. Gilbert reported that there should be an increase in payments for the meters as the new meters read very accurately.

THIRTEENTH ORDER OF BUSINESS

Engineer's Report

There being nothing to discuss, the next Order of Business followed.

FOURTEENTH ORDER OF BUSINESS

Attorney's Report

A. Parcel 13 Water Frontage

District Attorney Dan Cox was in attendance to give the Board his report. Mr. Cox stated that he and the District Manager met with the County to talk about the properties. The County offered to give the CID the property if they took care of the old hotel, meaning tear it down and get rid of it. The Attorney told the County that it would be a few years until the CID could afford to do so financially but that the CID would consider their offer. Mr. Cox and Mr. Teague told the County that the Board would not consider their offer unless they are given the water rights as well. The Board discussed this extensively with no decision being made as to the County's offer.

FIFTEENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comments

Supervisor Dillon asked about the letter from the Auditor. The District Manager discussed that this is the Auditor communicating about what they are doing and letting the Board know what stage in the audit they are at.

Supervisor Dillon commented on a group of volunteers that are going to remove all the exotics (trees and plants) in the park which would include the ones along the CID fence line. The Board was pleased with this. The group wants to come to a Board meeting and make a presentation in the future.

SIXTEENTH ORDER OF BUSINESS

Audience Comments

An audience member asked whose responsibility is it to maintain Union Road up to the water plant. The Board responded that it is the CID's responsibility. The audience member stated there was no reason for his question except for curiosity.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

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

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

The next Meeting will occur on June 21, 2019 at 9:00 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman