

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 July 19, 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 (Telephone)
Ron Benson	District Engineer
Mitch Gilbert	Florida Utility Solutions (FUS)
Residents	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called roll. All Board members were present, with Supervisor Kehlmeier participating via telephone. Also present were District Attorney Dan Cox (via telephone), District Engineer Ron Benson and Mitch Gilbert from FUS.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, 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 June 21, 2019

The Meeting Minutes were presented with changes noted to lines 233 and 236 with the spelling of John’s last name changing to Del Debbio.

On MOTION by Chairman Davis, seconded by Supervisor Dillon, with all in favor, the Regular Meeting Minutes for June 21, 2019 were approved as amended.

FIFTH ORDER OF BUSINESS

Communications

A. Notice of Marina Enhancements

Reviewed and no action taken.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Utility Operations

ii. Utility Operations for July

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

- The topic of the master lift station was brought up again by Mr. Gilbert. It was discussed that it needs to be shut down and worked on, before season starts back up. Given the price was much less than originally expected and the Board has known that this needed to be worked on for a while now, the Board agreed to have this work done.

On MOTION by Supervisor Dillon, seconded by Vice Chairman Kish, with all in favor, the Board approved the rehabilitation of the master lift station for a not to exceed amount of \$32,000.

- The air conditioning in the electric room was discussed. Mr. Gilbert reported that one air conditioner was fixed and the other will be fixed soon. He is waiting for the circuit board they ordered to come in and then they can finish fixing it.

- Mr. Gilbert announced that they are now doing the meter readings via tablets. They hired a company to install a system so that the meters can be read from tablets, which will make the process more efficient going forward.

ii. Wetlands Well Issues

There was nothing to discuss for this topic as this topic was mistakenly placed on the Agenda.

B. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Mr. Soto was not present to give his verbal report.

A car ran into the median and Mr. Soto sent over a proposal for \$705 and a picture of the damage for the Board to review.

On MOTION by Supervisor O’Connell, seconded by Vice Chairman Kish, with all in favor, the Board approved Mr. Soto’s estimate to repair the median damage for \$705.

ii. Irrigation Concerns

There being none, the next Order of Business followed.

C. Manager’s Report

i. Financial Statements for Period Ending June 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 June 30, 2019 were accepted.

ii. Audit

The District Manager reviewed the Audit briefly and reported that it looks good.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the Audit is accepted, and the Chairman is authorized to sign it.

iii. Utility Billing Updates

The District Manager discussed this topic briefly.

iv. Website ADA Compliance Update

The District Manager reported that the website is complete but there is more work that needs to be done on it.

v. Mosquito Spraying

The District Manager reported that the spraying is being done intermittently.

D. Field Manager

i. Field Report for July

The Field Report for July was presented and reviewed by the Board.

- The Board asked for an estimate for killing the weeds on the sidewalks throughout the community.

ii. Sidewalk Repairs

Enclosed were two estimates for the sidewalk repairs. The Board tabled these until next month.

iii. Other Follow Up Items

There being none, the next Order of Business followed.

E. Engineer's Report

District Engineer Ron Benson discussed the fiber optic agreement. Mr. Benson notified the Board that if the fiber optic company is going to be responsible for any breaks or damage to the line, they requested a better location for the line. An estimate to do a ground penetrating radar showed that it would cost about \$190 an hour and the work would take about a half a day to a day to do.

On MOTION by Supervisor Dillon, seconded by Chairman Davis, with all in favor, the Board approved the ground penetrating radar project for a not to exceed amount of \$2,500.

F. Attorney’s Report

i. Parcel 13 Water Frontage

The District Attorney notified the Board that he has not heard from the County.

SEVENTH ORDER OF BUSINESS

Old Business

A. Drainage System Cleaning and Maintenance Plan

The District Manager explained that the Field Manager is having a difficult time getting anyone to come out to do the work. The District Engineer suggested having the District Attorney draw up an indemnity agreement to go along with the service agreement to persuade Mr. Soto to bid for the job.

B. Fire Hydrant Painting Update

The Fire Department has begun pressure washing the fire hydrants. The next step is to paint the hydrants after the pressure washing has been completed.

C. Highway Striping and Asphalt Repair Update

The District Manager stated that this project is complete, and he will talk to the company about the stripes south of 41 not looking as good. The District Manager also explained that the Field Manager will be doing a follow up inspection next week for this work.

EIGHTH ORDER OF BUSINESS

New Business

A. Update on Model Airplane Club Changes

Mr. MacMorris was in attendance to give the Board an update on the club’s progress on making the agreed upon changes.

NINTH ORDER OF BUSINESS

Supervisor’s Requests and/or Comments

Supervisor Dillon discussed seeing some teenagers at the dormitory. She also discussed that she is still talking with the County about the code enforcement concerns.

TENTH ORDER OF BUSINESS

Audience Comments

Joyce Carlino is concerned that the police are no longer coming out to the community when called. She stated that a resident heard gun shots and called it in, and they told the resident that it was probably just kids using paintball guns. However, the resident told the officer that he works at the gun club and knows what a gunshot sounds like. He never saw an officer come to check it out.

Diane Fisher asked about the fountain at the hotel regarding a concern for mosquitos. She reported it to code enforcement. She also asked about a bent stop sign and the Board

advised her that the Condo Association would be who to take that issue up with. Also, she commented that the real estate office's roof is very dirty and quite an eye sore. The Board stated that Sun Stream owns this office and they would be who she could take that concern up with.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Supervisor Dillon, seconded by Supervisor Kehlmeier, with all in favor, the meeting was adjourned at 10:59 a.m.

Next Meeting: August 16, 2019 at 9:00 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman