Port of the Islands

COMMUNITY IMPROVEMENT DISTRICT

March 15, 2024

MEETING AGENDA

PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT
REGULAR BOARD MEETING

Board of Supervisors Agenda for March 15, 2024

Agenda

Friday, March 15, 2024, 9:30 a.m.
Orchid Cove Clubhouse, 25005 Peacock Lane
Naples, FL 34114

Note: Requests to address the Board on subjects which are not on today's agenda, will be accommodated under "Public Comments".

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (239) 592.9115 at least five calendar days prior to the meeting.

1. Pledge of Allegiance
2. Roll Call/Approval of the Agenda
3. Public Comments
4. Approval of Minutes – February 16, 2024, and continuation on March 1, 2024
5. Manager's Report
    a. District Engineer, Contract
    b. Commercial Tract Purchase
    c. FEMA
    d. Utility Rate Analysis
6. Financials
7. Utility Operations – February
8. Attorney's Report
9. Engineer's Report
10. Old Business

11. New Business

12. Supervisors' Request

13. Public Comments

14. Adjourn – Next meeting will be on April 19, 2024, at 9:30 a.m.

PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT
NAPLES, FLORIDA
Regular Meeting of the Board of Supervisors
February 16, 2024

The regular meeting of the Port of the Islands Community Improvement District Board of Supervisors was held on Friday, February 16, 2024, at 9:30 a.m. at the Orchid Cove Clubhouse, 25005 Peacock Lane, Naples, Florida.

SUPERVISORS PRESENT

Steve McNamee, Chairman

Dan Truckey, Vice Chairman

Russell Kish, Supervisor, Via Zoom

Kevin Baird, Supervisor, Via Zoom

Anna-Lise Hansen, Supervisor

ALSO PRESENT

Kevin Carter, Manager, Dorrill Management Group

Tony Pires, District Counsel

Matt Gillespie Florida Utility Solutions

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited in unison.

ROLL CALL/APPROVAL OF AGENDA

Three of the five Supervisors were present in person, establishing a quorum. Supervisor Kish and Supervisor Baird appeared via Zoom. The meeting was convened at 9:30 a.m. The meeting was also properly noticed. The notice and affidavit are on file with the district office at 5672 Strand Court, Naples, FL 34110.

On a MOTION by Mr. McNamee and a second by Mr. Truckey, Mr. Kish and Mr. Baird's participation by remote attendance due to exceptional circumstances was approved.

Mr. McNamee added Discussion about J.C. Sanchez's property. On a MOTION by Mr. McNamee and a second by Mr. Truckey the agenda was approved as amended, with all in favor.

PUBLIC COMMENT

Kathryn Kehlmeir – Newport Dr – Saw the engineering request for qualifications in the newspaper. Commented that it says the District is located in the City of Naples and she thought that was inaccurate. She also gave the Board the email list that has been started and asked that to be given to Mr. Dorrill's company.

Frank Lee – Thanked everyone for cleaning up the entrances at Cays. Asked the audience to stand on the X if they make a public comment.

Sam Leishear – Stella Maris Master HOA President – On behalf of the Stella Maris Master HOA Mr. Leishear requested the CID keep an open agenda item, until it's completion, regarding the numerous requests by their attorney. The HOA would like to have the CID attorney complete the legal paperwork to have the maintenance of the roadway of Stella Maris Dr S taken over by the CID as it was at Stella Maris Dr N. Mr. McNamee said that will be addressed.

APPROVAL OF MINUTES JANUARY 19, 2024

Page 1 Line 17 Add Gillespie as Matt's last name

Page 4 line 31 Cityview Portal

The minutes were approved as amended on a MOTION by Ms. Hansen with a second by Mr. Truckey, with all in favor.

DISCUSSING THE PURCHASE OF CAYS DRIVE PROPERTY

Mr. Sanchez was present to discuss the purchasing of the west entrance on Cays Drive that he currently owns. Mr. McNamee thinks that this is an amazing opportunity that should not be passed up. Mr. Sanchez said that he thinks it is important that whoever owns the property has a vested interest in the Community. Mr. Sanchez is having an appraisal done of the property. He is asking for the purchase price plus what he has put into the property in CID costs which is a total of about $550,000. Mr. Pires suggested having the Board see a contract for approval opposed to just verbal parameters. Mr. McNamee would like to move forward with the potential sale before the next Board meeting, he requested an extension of this meeting until March 1st. Mr. Pires will have a

phone call with Mr. McNamee and Mr. Sanchez to discuss the contract. Mr. McNamee asked for the rest of the Board's input on the purchase of the property. Mr. Kish said that he is for it, and it is important the District has control of what is put on that property. Mr. Baird, Ms. Hansen, and Mr. Truckey agreed that it was in the best interest of the community to purchase the property.

Debbie _____ said that there are people when she drives by the property that are not POI residents on that property fishing. She says they need to make sure they have insurance to cover activity on that property.

MANAGER'S REPORT

A. Collier Mosquito Control Agreement

The Florida House of Representatives unanimously voted to take in POI as part of the Mosquito Control District. Starting in October, with Senate approval, POI will be included in the Collier Mosquito Control Agreement. There is an agreement from the Mosquito Control District in the interim until that vote is finalized through the Senate and the Governor. The interim agreement would be from April through October with a cost of $57,485. There is money in the budget for mosquito spraying but a budget amendment of about $40,000 would be necessary to cover this cost. The current price for mosquito spraying three times a week is $3,000. The interim proposed contract would raise that price to $8,000 for once a week treatment. The Board unanimously agreed to continue with the current mosquito company.

B. Utility Rate Analysis

Mr. Carter and Mr. Dorrill had pre-engagement meetings with the company, Raftelis. The current plan is to have recommendations for the Board to review at the May meeting. After conversations with the Chairman, Mr. Carter and Mr. Dorrill are going to get with Mr. McNamee to discuss exact scope of work desired to make sure the process can be expedited and the necessary work is produced on time. Mr. McNamee asked Ms. Kehlmeier to help explain what was done in the past regarding ERC's, she agreed.

C. FEMA Grant Status

The District received $11,000 from the first small grant for some street signs that were impaired. The generator money should be coming in soon. To get money from FEMA you have to use everything you can get from the insurance company. The insurance company is paying the District about $35,000. The well road is working on being replaced right now. Mr. Truckey said that work will be well over $1 million and potentially

closer to $2 million. That project is in the grant they are working on right now. The new engineering firm is working on the studies and drawings needed for this water pipe work.

D. District Engineer RFP

The RFP was published in the newspaper with a deadline of February 29th. Two proposals have been received so far. The shortlist will be presented at the next meeting. In the interim, Johnson Engineering has been engaged to perform a planning analysis for the FEMA work. Mr. McNamee asked about an email he received that discussed having Johnson Engineering perform a study on the roads. He said the Board never authorized it and he does not want that to happen unless they authorize it. Mr. Truckey said there is an LMS grant that they are working on, and they will need some tasks done by the engineer for it. A new District engineer can be engaged after the applicants are ranked and there are discussions about their fees. The proposals for engineering services will be looked at during the continued meeting on March 1st.

FINANCIALS

The financials were presented as of December 31, 2023. There was $5.1 million in the operating account. The District had depreciable assets of $16 million. Less the depreciation, the District's total assets were $13,700,000. There was $66,000 in payables at the end of December. $184,000 was received in non-ad-valorem assessments. As stated earlier by Mr. Truckey, a FEMA grant payment of just over $11,000 was also received. Overall, the District remains underbudget on expenses.

The financials were approved as presented on a MOTION by Mr. McNamee with a second by Ms. Hansen, with all in favor.

UTILITY OPERATIONS

All wastewater plant and water distribution requirements were met last month. The reuse pump system is functioning properly. 2.71 million gallons of wastewater was treated last month. 3.69 million gallons of potable water was produced with 8.1 million gallons of reuse distributed. 980 gallons of chlorine was used. All the pump and lift stations were inspected. Parts for the plant upgrades are still being received. Upgrades and repairs are underway. Mr. Gillespie is meeting with Ms. Hansen to discuss moving and redirecting some swales.

ATTORNEY'S REPORT

Mr. Pires filed the lawsuit against Premier District Management. Their attorney accepted service on Mr. Teague's behalf and has 30 days to respond to the lawsuit. Regarding the Prepmac lawsuit, Mr. Dorrill has a deposition scheduled for March 28. Mr. Pires will meet with him on March 21 to prepare. Mr. Pires brought up the public petition discussed at last month's meeting. He offered to draft and submit it at the Board's request. Mr. McNamee requested to discuss the cost of maintenance operations of existing County properties, impact fees with the homes being put in by Mr. Case, and assuming the land from the old hotel.

Mr. Pires discussed the situation regarding Stella Maris Dr S that Mr. Leishear brought up in the public comments section. He said the agreement would be between the District and the Association. Mr. McNamee said that the District did not take over the drainage of Stella Maris N, just the road. Mr. McNamee wants to make sure that with Stella Maris S, they would not be taking over something in need of a large repair. He said that they were having pipe issues draining into the canal. He wants to make sure that they are in compliance now so the District is not taking over something that needs to be brought up to standard. Mr. Kish clarified that Stella Maris Dr S only wants the District to take over the road, not the drainage. With Stella Maris Dr N an easement agreement was entered into for the District to just take over the maintenance. Mr. McNamee said he would like to take over South as they did North. Mr. Pires said that from looking at the plat, no agreement for maintenance is necessary because the road is already dedicated to the District. The District does not own the road, they have a dedication which is like an easement. Mr. McNamee said the District will take over maintaining responsibility for the road per the District's dedication.

ENGINEER'S REPORT

No report was given.

OLD BUSINESS

A. Fishing Tournament

The fishing tournament will not happen this year. After discussion with Zach's parents, the Board decided to wait until next year to consider hosting an event in Zach's honor.

B. Boat Trailer Storage, Newport Dr

The code official at last month's meeting said this storage was in violation and he was going to get the violating vehicles removed. Mr. McNamee said he saw a letter giving 90 days' notice to move it or have it removed thereafter.

C. Road Condition Survey

Previously discussed in the manager's report under item D.

PUBLIC COMMENT

Carol Williams – Wilderness Cay – Asked about aerators for the ponds on Cays Dr. Mr. Carter started looking into this prior to the meeting. He said the previous management company approved this in April 2022. In February 2023 it was decided to shelve the aerators. The previous management company was going to look at how much was paid for deposits versus how much was owed. The deposit amount was $5,000 for the electrical. Some work was done but not completed. The whole project was substantially more but only $5,000 was paid. Mr. Carter will be following up on this. Mr. McNamee is going to put signs up by the ponds that say no fishing as the fish are put there by the District for mosquito prevention purposes. Mr. Pires directed that they need to say no trespassing.

Kathryn Kehlmeier – Newport Dr – Said that the monuments at the Newport entrances need power washing and the landscaping along the big sign is overgrown. She suggested handling them with community volunteering like was done at Cays Dr.

Steve Gunther – Peacock Ln – Said there is an aerator in a pond at Orchid Cove that the association pays to maintain and if the District is going to cover other aerators they should also take over and cover the maintenance of that one. Mr. Truckey said the pond he is discussing is not CID property. Mr. Gunther said that it is CID property.

Mr. Gunther also mentioned that Mr. Case was supposed to be at the meeting to get an update on Parcel 13 and asked if the Board had any updates on that. Mr. McNamee said that he had not heard anything. Mr. Pires will contact Mr. Case's attorney and ask for an update.

Adam Otenbaker – Newport Dr – Asked what the Prepmac lawsuit is about. Mr. Pires said he will provide a written background and status memo at the next meeting explaining it.

NEW BUSINESS/SUPERVISORS' REQUESTS

No supervisors' requests were made at this time.

ADJOURNMENT

The meeting was continued until March 1, 2024, at 9:30 a.m. **At 10:58 a.m. on a MOTION by Mr. McNamee and a second by Mr. Baird, with all in favor, the meeting was continued.**

PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT
NAPLES, FLORIDA
Regular Meeting of the Board of Supervisors
March 1, 2024

The continuation of the regular meeting of the Port of the Islands Community Improvement District Board of Supervisors was held on Friday, March 1, 2024, at 9:30 a.m. at the Orchid Cove Clubhouse, 25005 Peacock Lane, Naples, Florida.

SUPERVISORS PRESENT

Steve McNamee, Chairman

Dan Truckey, Vice Chairman

Russell Kish, Supervisor

Kevin Baird, Supervisor

Anna-Lise Hansen, Supervisor

ALSO PRESENT

Neil Dorrill, Manager, Dorrill Management Group, via Zoom

Kevin Carter, Manager, Dorrill Management Group

Tony Pires, District Counsel, via Zoom

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited in unison.

ROLL CALL/APPROVAL OF AGENDA

All five Supervisors were present in person, establishing a quorum. Mr. Dorrill and Mr. Pires were attending via Zoom. The meeting was convened at 9:30 a.m. It was a continuation of the February meeting. The meeting was also properly noticed. The notice and affidavit are on file with the district office at 5672 Strand Court, Naples, FL 34110.

On a MOTION by Ms. Truckey and a second by Mr. Kish the agenda was approved as presented, with all in favor.

PUBLIC COMMENT

Charles Gordon – Orchid Cove – Shared that he was against buying the land from Mr. Sanchez.

Steve Gunther – Peacock Ln – Shared that he does not want a community center going into the property if purchased from Mr. Sanchez. Mr. McNamee said that whatever is done with the property will be at the desire of the community not the Board.

David Jarois – Orchid Cove – Asked if part time residents will have a say about what goes onto the property. Mr. McNamee said that he does not believe that the Board has ever said part-time residents' voices don't count.

Dave Keyser – Commented that the important aspect of this sale is being able to have a say about what gets put on the property.

DISCUSSION ON THE PURCHASE OF THE PROPERTY FROM MR. SANCHEZ

All Board members desired to follow through with the purchase of the property. Mr. Pires provided a draft contract with the projected closing date of March 15th. There will be two deposits paid prior to closing in the amount of $2,500 each. At closing the purchase price less the deposits is anticipated to be $512,000. The District will pay for the title work. The purchase of this property does not set precedence regarding the purchase of any other vacant properties in the community.

On a MOTION by Mr. Truckey with a second by Ms. Hansen, with all in favor, the Board determined that the purchase of the property was for a valid public purpose and was in the public's interest and authorized the Chairman to sign the purchase agreement as presented to the Board.

On a MOTION by Mr. Kish and a second by Mr. Baird, with all in favor, the District Manager was authorized to prepare a budget amendment for closing costs that will be ratified at the next meeting.

DISTRICT ENGINEER RFQ

One proposal was received from Johnson Engineering. Mr. Truckey and Mr. Carter have met with them in person and had exploratory discussions with them.

Mr. McNamee made a MOTION to move forward with Johnson Engineering with a second from Mr. Baird with all in favor.

PUBLIC COMMENT

Deborah Jansen – Sunrise Cay – Suggesting including a brief summary of the District's financial situation to residents so they can feel confident that the District can afford to purchase the property from Mr. Sanchez.

Following Ms. Jansen's comment about finances, Mr. Truckey shared on the grant process. He said everything is looking very good. The State will be working with the District on the road and covering some of the costs. Mr. Truckey is currently working on $3 million in grants. Mr. McNamee clarified that certain items have been included in multiple grants so if one grant does not cover the cost it is likely a different grant will. Mr. Truckey believes that the new water storage tank will be covered at 75%. The roadwork, including the wellfield work should also be covered. Mr. Truckey said that even if the District had to cover the work out of pocket, there is $5 million in cash on hand which is enough to purchase the property from Mr. Sanchez and still have what is needed for the community. He is confident that the grants will go through and cover that work. Mr. Truckey commented that the consultants assisting with the FEMA process are worth every penny as there is a lot of red tape they have to work through.

Joe Levy – Suggested creating a budget line item for community beautification. Applauded the work done at Cays Dr. Suggested making a landscaping committee to collaborate on beautification ideas and efforts.

ERC DISCUSSION

Mr. McNamee shared what he is envisioning regarding ERC's. He wants every property to cover the base rate cost of a utility meter and then be charged for usage. The current ERC rate is 300 gallons a day. The operation and maintenance structure would stay the same, he is wanting a change regarding the utility ERC structure. The current ERC structure includes payment of a bond that has been paid off.

Steve Gunther - Peacock Ln – Suggested involving members of the community in the ERC study to get input from people in all the factions of the community.

Kathryn Kehlmeier – Slip Owner – Shared that when Scott Preppin was discussing expanding the Marina, there was a system determined on size of slips (ground underneath) that included a separate addition of slip size and ERCs associated with it. What the Board approved at that time was different than what Prepmac presented to Hole Montes. Ms. Kehlmeier recommended that the Board confirms that the ERCs they

are referring to regarding Prepmac are the ones that were approved by the Board, not what was presented originally by Prepmac to Hole Montes which was different.

SUPERVISORS REQUESTS

Kevin Baird – Said that thefts have been increasing. Thinks the Board should investigate a monitoring system.

Steve McNamee – Wants to get lights added by LCEC for "dark spots" in the community.

ADJOURNMENT

The next meeting will be March 15, 2024, at 9:30 a.m. **On a MOTION by Mr. McNamee and a second by Mr. Baird, with all in favor, the meeting was adjourned at 10:55 a.m.**

Port of the Islands CID

FINANCIAL STATEMENTS

January 31, 2024
(Unaudited)

Prepared by:
Dorrill Management Group Inc
5672 Strand Ct Suite 1
Naples, FL 34110-3343
Phone: 239-592-9115

Port of the Islands CID
Balance Sheet
As of January 31, 2024

Assets

	Operating	Water and Sewer	Total
Current Assets			
Checking Account - Operating	$ 114,291.59	$ 0.00	$ 114,291.59
Checking	4,106,956.54	0.00	4,106,956.54
Checking - Water/ Sewer	0.00	6,222.02	6,222.02
Checking - Water/Sewer	0.00	902,792.18	902,792.18
Undeposited Cash (WS)	0.00	50,305.47	50,305.47
Accounts Receivable	0.00	44,766.00	44,766.00
Due To/From 001/202	0.00	514,395.97	514,395.97
Due To/From 001/202	(514,395.97)	0.00	(514,395.97)
Investments - Money Market Account	2,409.01	0.00	2,409.01
Prepaid Items	41,511.00	(826.34)	40,684.66
Total Current Assets	3,750,772.17	1,517,655.30	5,268,427.47
Property and Equipment			
Land	0.00	599,674.85	599,674.85
Infrastructure	0.00	15,531,541.33	15,531,541.33
Equipment and Furniture	0.00	287,662.07	287,662.07
Less Accumulated Depreciation	0.00	(7,972,667.38)	(7,972,667.38)
Net Property and Equipment	0.00	8,446,210.87	8,446,210.87
Total Assets	$ 3,750,772.17	$ 9,963,866.17	$ 13,714,638.34

Liabilities and Fund Balance

	Operating	Water and Sewer	Total
Current Liabilities			
Accounts Payable	$ 45,837.43	$ 0.00	$ 45,837.43
Other Current Liabilities	0.00	12,493.76	12,493.76
Utility Customer Deposits	0.00	20,402.50	20,402.50
Total Current Liabilities	45,837.43	32,896.26	78,733.69
Long-Term Liabilities			
Total Long-Term Liabilities	0.00	0.00	0.00
Total Liabilities	45,837.43	32,896.26	78,733.69
Fund Balances			
Unreserved Fund Balance	3,440,032.88	9,421,911.41	12,861,944.29
Retained Earnings	264,901.86	509,058.50	773,960.36
Total Fund Balance	3,704,934.74	9,930,969.91	13,635,904.65
Total Liabilities and Fund Balance	$ 3,750,772.17	$ 9,963,866.17	$ 13,714,638.34

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending
January 31, 2024

General Fund

	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue						
FEMA Reimbursement	$ 11,061	$ 0	$ 11,061	$ 0	$ 11,061	$ 0
Interest Income	16,154	13,667	64,461	54,667	9,794	164,000
Special Assmnts- Tax Collector	30,552	37,963	328,854	151,853	177,001	455,558
Interest - Tax Collector	301	10	301	40	261	120
Special Assmnts-Discounts	0	(1,500)	(143)	(6,000)	5,857	(18,000)
Other Miscellaneous Revenues	0	833	88	3,333	(3,245)	10,000
Total Revenue	**58,068**	**50,973**	**404,622**	**203,893**	**200,729**	**611,678**
Expenses						
Administrative						
P/R-Board Of Supervisors	500	500	2,000	2,000	0	6,000
Employment Taxes	38	33	153	133	20	400
P/R - Processing Fees	18	42	139	167	(28)	500
Profserv-Engineering	0	2,000	0	8,000	(8,000)	24,000
Profserv-Legal Services	3,803	2,083	8,177	8,333	(156)	25,000
Profserv-Mgmt Consulting Serv	3,896	3,750	16,662	15,000	1,662	45,000
Profserv-Property Appraiser	0	58	2,703	233	2,470	700
Auditing Services	0	292	0	1,167	(1,167)	3,500
Rentals & Leases	280	0	526	0	526	0
Postage And Freight	42	29	183	117	66	350
Insurance - General Liability	828	917	1,656	3,667	(2,011)	11,000
Printing & Binding	0	17	0	67	(67)	200
Legal Advertising	188	100	802	400	402	1,200
Special Services	375	333	1,875	1,333	542	4,000
Misc-Assessmnt Collection Cost	0	0	51	0	51	0
Misc-Assessment Collection Cost	611	600	6,430	2,400	4,030	7,200
Misc-District Website	200	200	800	800	0	2,400
Annual District Filing Fee	0	15	0	58	(58)	175
Total Administrative	**10,779**	**10,969**	**42,157**	**43,875**	**-1,718**	**131,625**

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending
January 31, 2024

General Fund

	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Variance	Annual Budget
Operations & Maintenance						
Contracts-Field Services	0	833	0	3,333	(3,333)	10,000
Electricity-Streetlighting	2,880	2,167	9,365	8,667	698	26,000
R&M-Renewal & Replacement	0	417	0	1,667	(1,667)	5,000
R&M-Grounds	8,567	1,667	12,159	6,667	5,492	20,000
Misc-Hurricane	1,106	0	4,995	0	4,995	0
R&M-Storm Water Drainage	0	333	6,050	1,333	4,717	4,000
Total Operations & Maintenance	**12,553**	**5,417**	**32,569**	**21,667**	**10,902**	**65,000**
Landscape & Irrigation						
Contracts-Landscape	7,787	7,500	29,979	30,000	(21)	90,000
Utility-Irrigation	0	1,250	0	5,000	(5,000)	15,000
R&M-Irrigation	444	833	5,145	3,333	1,812	10,000
Total Landscape & Irrigation	**8,231**	**9,583**	**35,124**	**38,333**	**-3,209**	**115,000**
Lakes & Ponds						
Contracts-Lakes	185	133	740	533	207	1,600
Total Lakes & Ponds	**185**	**133**	**740**	**533**	**207**	**1,600**
Roads & Sidewalks						
R&M-Signage	0	25	0	100	(100)	300
R&M-Roads & Alleyways	4,043	750	9,651	3,000	6,651	9,000
Total Roads & Sidewalks	**4,043**	**775**	**9,651**	**3,100**	**6,551**	**9,300**

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending
January 31, 2024

General Fund

	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Variance	Annual Budget
Mosquito Control						
Contracts-Mosquito Treatment	0	917	7,800	3,667	4,133	11,000
Contracts-Mosquito Spray	8,377	1,667	11,677	6,667	5,010	20,000
R&M-Mosquito Control	0	42	0	167	(167)	500
Total Mosquito Control	**8,377**	**2,626**	**19,477**	**10,501**	**8,976**	**31,500**
Capital Expenditures & Projects						
Capital Outlay	0	8,333	0	33,333	(33,333)	100,000
Contingency	0	21,471	0	85,884	(85,884)	257,653
Total Capital Expenditures & Projects		**29,804**		**119,217**	**-119,217**	**357,653**
Total Expenditures	**44,168**	**59,307**	**139,718**	**237,226**	**(97,508)**	**711,678**
Other Financing Sources (Uses)						
Other Sources						
Use of Fund Balance	$ 0.00	$ (8,333)	$ 0	$ (33,333)		$ (100,000)
Other Financing Sources (Uses)						
Other Sources						
Other Uses						
Revenue (Over) Under Expenses	**$ 13,900**	**$ (1)**	**$ 264,904**	**$ 0**	**$ 264,904**	**$ 0**

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending
January 31, 2024

Water/Sewer

	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue						
Interest Income	$ 5,848	$ 1,583	$ 15,802	$ 6,333	$ 9,469	$ 19,000
Water Revenue	(440)	7,083	35,652	28,333	7,319	85,000
Sewer Revenue	(900)	10,417	19,545	41,667	(22,122)	125,000
Irrigation Fees	(7,628)	12,917	48,798	51,667	(2,869)	155,000
Meter Fees	40	583	2,440	2,333	107	7,000
Special Assmnts- Tax Collector	69,930	86,895	751,825	347,579	404,246	1,042,738
Interest - Tax Collector	688	35	688	140	548	420
Special Assmnts-Discounts	0	(3,476)	(327)	(13,903)	13,576	(41,710)
Other Miscellaneous Revenues	0	8	968	33	935	100
Total Revenue	**67,538**	**116,045**	**875,391**	**464,182**	**411,209**	**1,392,548**
Expenses						
Administrative						
P/R-Board Of Supervisors	500	500	2,000	2,000	0	6,000
Employment Taxes	38	33	153	133	20	400
P/R - Processing Fees	18	42	139	167	(28)	500
Profserv-Engineering	0	2,000	10,655	8,000	2,655	24,000
Profserv-Legal Services	3,803	2,083	8,177	8,333	(156)	25,000
Profserv-Mgmt Consulting Serv	3,896	3,750	16,662	15,000	1,662	45,000
Profserv-Property Appraiser	0	58	2,703	233	2,470	700
Auditing Services	0	292	0	1,167	(1,167)	3,500
Postage And Freight	0	17	56	67	(11)	200
Insurance - General Liability	828	917	1,656	3,667	(2,011)	11,000
Printing & Binding	0	17	0	67	(67)	200
Legal Advertising	0	83	614	333	281	1,000
Special Services	6,556	83	9,969	333	9,636	1,000
Utility Billing Postage & Supplies	563	417	3,637	1,667	1,970	5,000
Misc-Assessmnt Collection Cost	1,399	2,083	14,835	8,333	6,502	25,000
Office Supplies	163	8	193	33	160	100
Telephone - Utility Operations	285	333	1,210	1,333	(123)	4,000
Total Administrative	**18,049**	**12,716**	**72,659**	**50,866**	**21,793**	**152,600**

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending
January 31, 2024

Water/Sewer

	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Variance	Annual Budget
Water-Sewer Comb Services						
Misc-Hurricane	0	0	13,273	0	13,273	0
Utility - Electricity	7,745	5,833	35,182	23,333	11,849	70,000
Contracts-Utility Operations	10,596	30,417	100,667	121,667	(21,000)	365,000
Contracts-Utility Billing	0	2,833	750	11,333	(10,583)	34,000
Contracts-Generator Maint	0	83	2,386	333	2,053	1,000
R&M-Lift Station	0	833	830	3,333	(2,503)	10,000
R&M-Potable Water Lines	0	833	6,384	3,333	3,051	10,000
R&M-Water Plant	48	3,333	5,306	13,333	(8,027)	40,000
R&M-Waste Water Plant	0	2,083	4,904	8,333	(3,429)	25,000
R&M-Sewer Lines	0	417	0	1,667	(1,667)	5,000
R&M-Instrumentation	0	417	1,297	1,667	(370)	5,000
Misc-Licenses & Permits	0	83	0	333	(333)	1,000
Compliance Sampling	0	1,667	4,175	6,667	(2,492)	20,000
Chemicals-Water Operations	5,540	2,500	15,301	10,000	5,301	30,000
Chemicals-Wastewater Operations	3,941	1,333	10,605	5,333	5,272	16,000
Sludge Disposal	2,945	1,250	2,945	5,000	(2,055)	15,000
Reserves - Water & Sewer System	0	20,000	0	80,000	(80,000)	240,000
Total Water-Sewer Comb Services	**30,815**	**73,915**	**204,005**	**295,665**	**-91,660**	**887,000**
Capital Expenditures & Projects						
Capital Outlay	0	29,412	89,668	117,649	(27,981)	352,948
Total Capital Expenditures & Projects		**29,412**	**89,668**	**117,649**	**-27,981**	**352,948**
Total Expenditures	**48,864**	**116,043**	**366,332**	**464,180**	**(97,848)**	**1,392,548**
Revenue (Over) Under Expenses	**$ 18,674**	**$ 2**	**$ 509,059**	**$ 2**	**$ 509,057**	**$ 0**

Florida Utility Solutions

PORT OF THE ISLANDS CID

FEBRUARY 2024

MONTHLY PLANT OPERATIONS REPORT

MARCH 15, 2024 BOARD MEETING

Wastewater Plant

Received and treated 2.83 million gallons in February

Water Plant

Produced and distributed 3.57 million gallons in February

REUSE

Distributed 7.60 million gallons in February

FLORIDA UTILITY SOLUTIONS
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Naples, Fl. 34119

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Summary

Operations at the facilities throughout the month were in accordance with contract and regulatory requirements.

Items Requiring Approval

We would ask your consideration and approval of the following:

Request	Impact	Est. Cost

Operations

- **Compliance**

  All Wastewater Plant requirements were met.

  All Water distribution requirements were met.

- **Reuse Pump Station Status:**

  Reuse Pump System functioning properly for outgoing pressure at plant.

  Station on canal operating on 2 pumps and not communicating. Generator does not run.

- **Performance metrics:**

  Wastewater Treatment Plant

  - 2.83 million gallons of wastewater received and treated in February

  Water Treatment

  - Produced and distributed 3.57 million gallons in February

  Reuse

  - Distributed 7.60 million gallons in February

Performance Metrics	Current Month February 2024	Prior Month January 2024
Wastewater treated	2,827,968	2,711,392
Sludge disposed - gallons	0	20,000
Reclaimed Water Pumped	7,604,576	8,103,584
Odor Complaints	0	0
Number of line breaks	0	0
Auto Flushers Flushed	9	9
Meters Read	857	0
Meters Re-read	0	0
Consumables	**Current Month**	**Prior Month**
Chlorine Usage	990	980
Water Usage Complaints	0	0

Maintenance and Repair

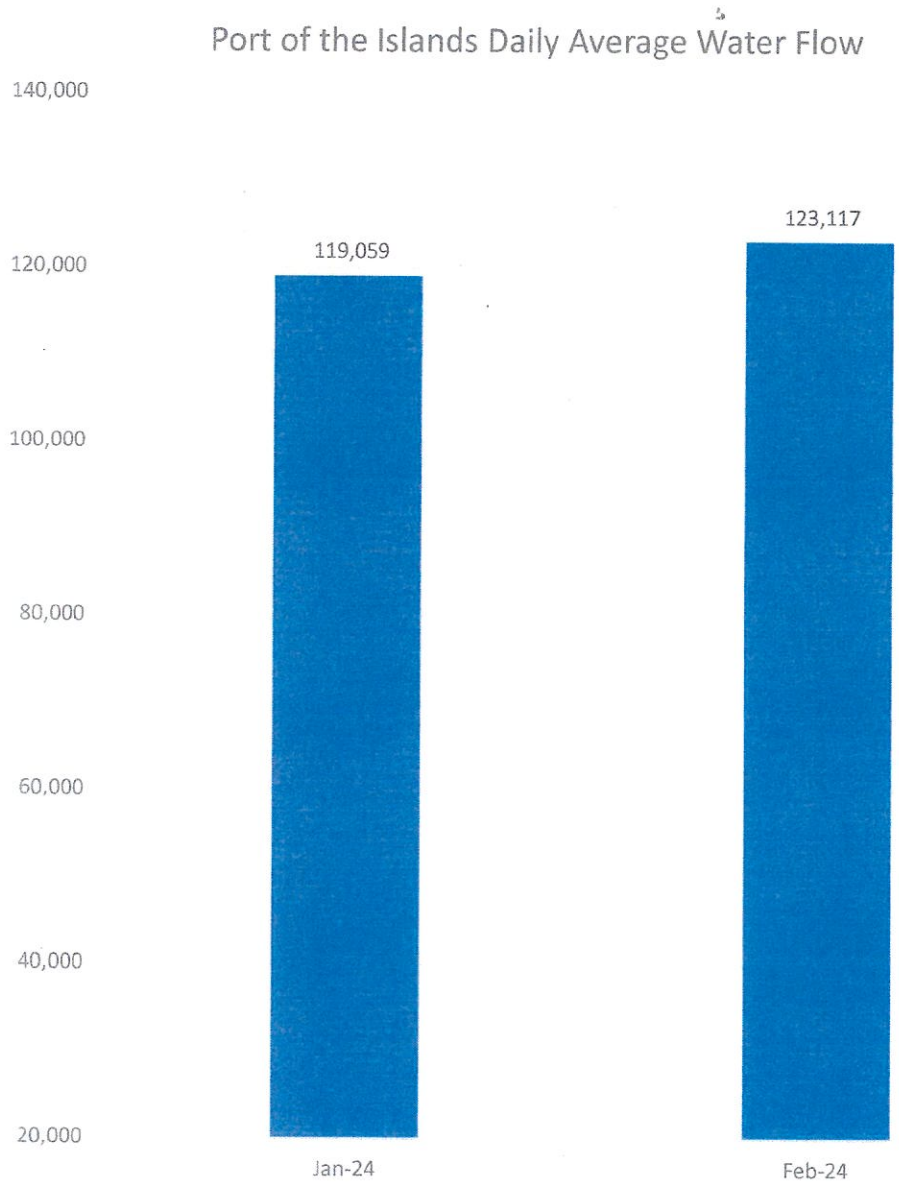
Preventive Maintenance

- Inspected all pump stations weekly
- Odor control weekly checks performed
- Repaired and serviced analyzer equipment
- Work is continuing on plant upgrades and repairs that were previously approved
- Working on a plan to move flushers or add drains

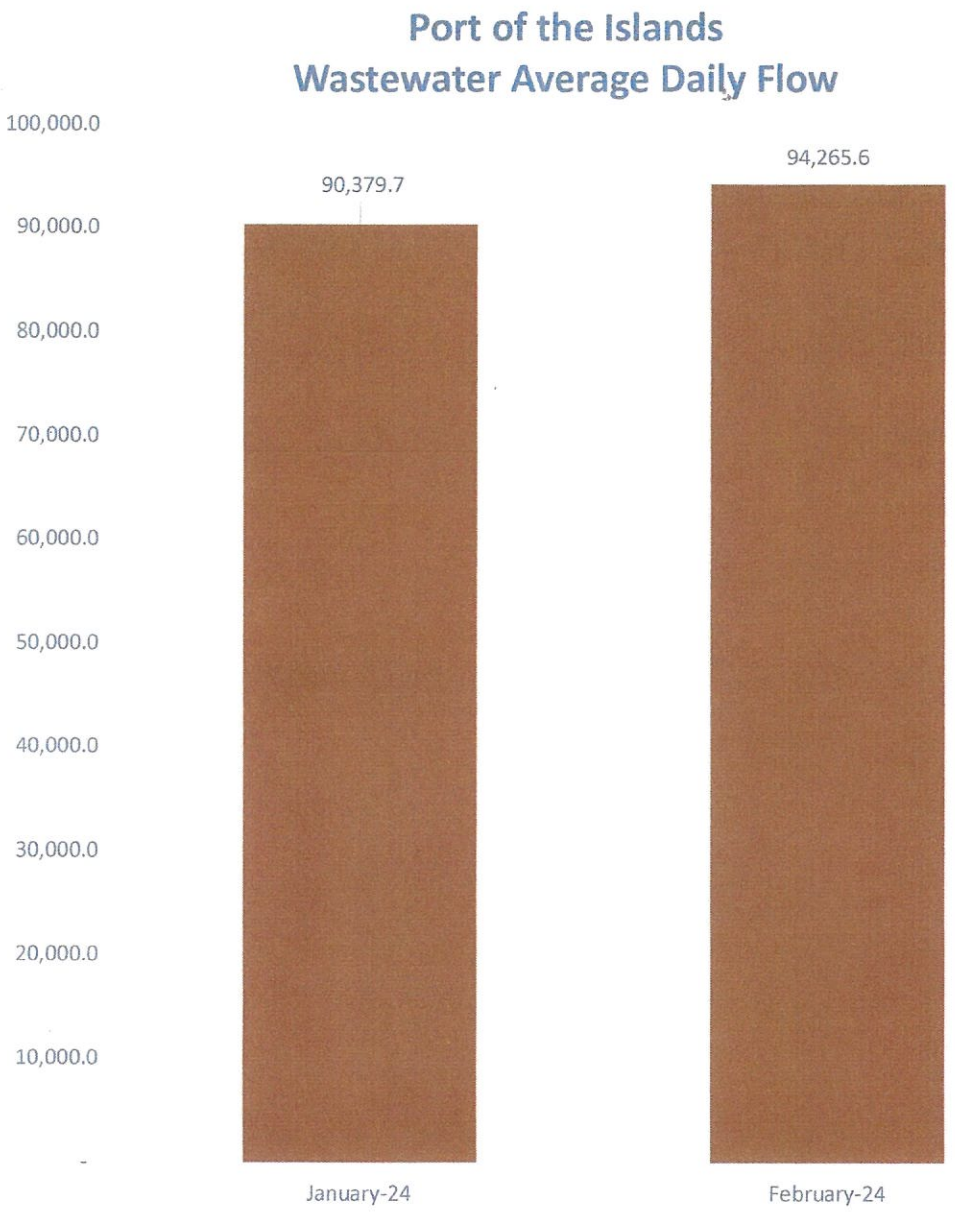
Additional Maintenance

Health & Safety

- Zero LTIs and OSHA recordable incidents occurred during the month
- Safety training includes daily tailgate talks concerning daily events –confined space, lightning safety, seatbelts, housekeeping, and other safety related concerns

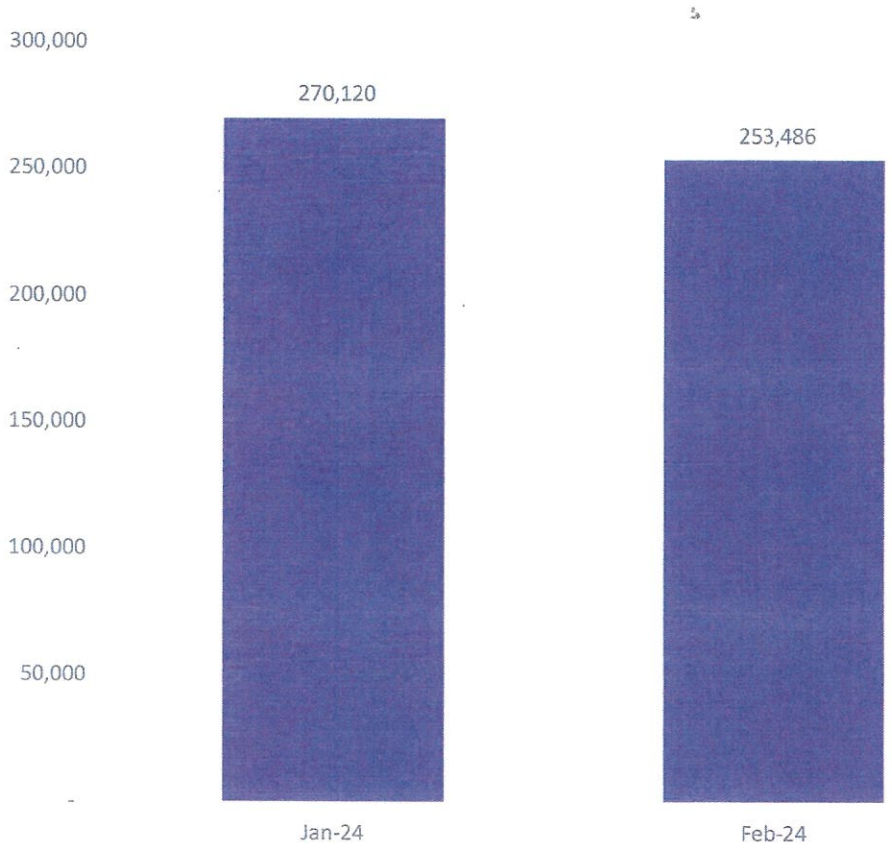


Port of the Islands Drinking Water Monthly Flow Average



Port of the Islands Wastewater Monthly Flow Average

Port of the Islands Reuse Average Daily Flow



Port of the Islands Reuse Monthly Flow Average