



Port of the Islands

COMMUNITY IMPROVEMENT DISTRICT

September 20, 2024

MEETING AGENDA

**PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT
BUDGET PUBLIC HEARING & REGULAR BOARD MEETING
Board of Supervisors Agenda for September 20, 2024**

Agenda

Friday, September 20, 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.

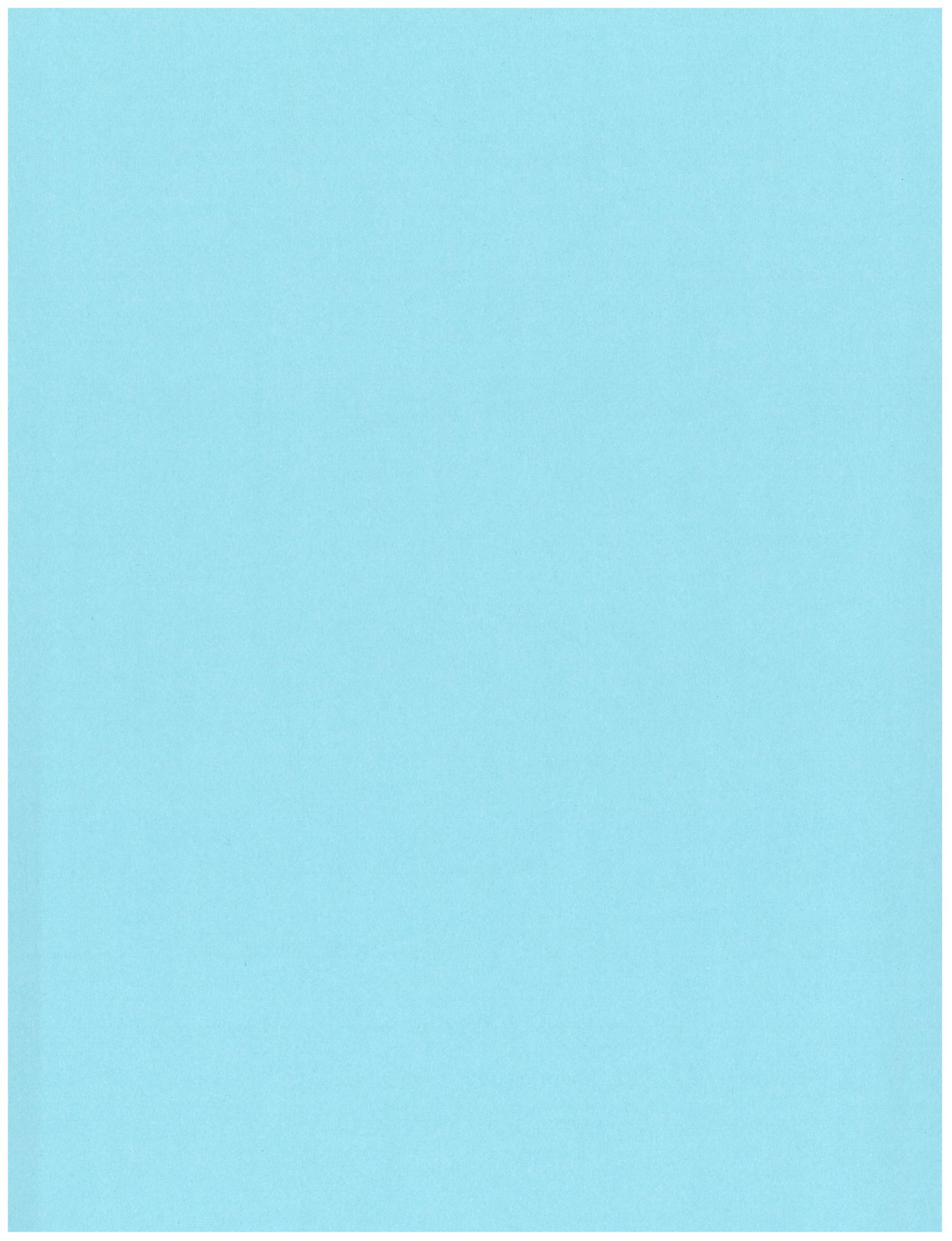
1. Pledge of Allegiance
2. Roll Call/Approval of the Agenda
3. Public Comments
4. Approval of Minutes – August 2024
5. Manager's Report
 - a. FY 25 Annual Goals List
 - b. FY 25 Insurance Proposals
 - c. SFWMD License Agreement
6. Financials – July 2024
7. Utility Operations – August 2024
8. Attorney's Report
 - a. Parcel 13 Update
9. Engineer's Report
10. Old Business

11. New Business

12. Supervisors' Request

13. Public Comments

14. Adjourn – Next meeting will be on October 18, 2024, at 9:30 a.m.



1 Mr. Baird left the meeting at 11:17 a.m.

2 **PUBLIC COMMENT**

3 **A. Charles Gordon - Peacock Lane**

4 Mr. Gordon commented on the inclusion of Orchid Cove Lake Bank Mowing on the
5 agenda and felt like Orchid Cove was being singled out. He stated that the area being
6 too wet for mowing was discussed last month and asked why the area along 41 where
7 the bushes are was not on the agenda when it too needs to be mowed. Mr. McNamee
8 said Robert Soto is going to be out Monday morning to mow the CID property in
9 question. Mr. McNamee said he also mowed that area two or three weeks ago and a
10 third of it was standing water and he was still able to mow it with his small lawn mower.
11 Mr. McNamee said they are not picking on Orchid Cove. Mr. Dorrill said Orchid Cove
12 did mow the area in question and it is only on the agenda to reflect that information in
13 the minutes as a follow-up from last month. Steve Gunther noted that area is mowed
14 periodically. He shared that it was mowed three weeks ago and is scheduled to be
15 mowed again. Mr. Gunther explained that the mowing service is an additional cost to
16 Orchid Cove, so they are being wise with how often it is done, it has been done three or
17 four times this summer.

18 Mr. Gordon asked why engineering and legal costs no longer seem to be a concern,
19 despite still appearing high. Mr. McNamee responded that engineering costs have
20 decreased substantially and many of the costs will be covered by grants. Mr. Truckey
21 explained that the two lawsuits currently being worked through were open before the
22 current Board was elected, and once they are resolved, legal costs should improve.

23 **B. Curtis Moldenhauer - President at the Marina**

24 Thanked the Board for what they have done in trying to be fiscally responsible. Shared
25 that they have a dredging committee at Marina and would like to collaborate with Board
26 on the dredging down south.

27 **C. Frank Lee - Villages of Stella Maris**

28 Thanked Dorrill Management Group for a timely response to communication from him.
29 Shared that tomorrow at 11 a.m. there is a community get together at White Horse Key.

30 **D. Joel Levy - Winward Cay**

31 Mr. Levy shared that he was a resident that used to raise concerns about the
32 engineering and legal fees that Mr. Gordon mentioned. He said that he is no longer

1 concerned because the engineering fees because he sees is for work that is legitimately
2 going to be done and potentially reimbursed. Previously there was \$600,000 in the
3 budget just for reports on irrigation and he found that concerning but that is no longer an
4 issue.

5 **APPROVAL OF THE MINUTES - JULY**

6 The July 19 minutes need to state that the public hearing on the budget and
7 assessments was open by "name of manager, chairman, or motion of the Board."
8 Should also say the budget presentation was opened by Mr. Dorrill and notices were
9 sent out and published in the newspaper as required by Florida statute. Also need to
10 reference the hearing was closed before the motion to adopt the budget.

11 **Both sets of minutes were approved, July 19 as amended, July 25 as presented,**
12 **on a MOTION by Mr. Kish, a second by Mr. Baird, and all in favor.**

13 **UTILITY OPERATIONS - JULY 2024**

14 All wastewater and water distribution requirements were met. The reuse pump system
15 for the plant is functioning well. The canal pump station is operating with two pumps.
16 The wastewater facility processed 1.94 million gallons of wastewater, produced 2.66
17 million gallons of drinking water, and distributed 6.23 million gallons of reuse water. It
18 disposed of 28,000 gallons of sludge and used 500 gallons of chlorine. There were no
19 water usage complaints. Work continues on the plant upgrades that were previously
20 approved. A bad gasket on the RO system was repaired, all community hydrants were
21 flushed, and a non-working hydrant was replaced. During the tropical storm, there was a
22 loss of power, and the new generator did not initially activate. Although the transfer
23 switch did switch on, a bird had built a nest on the voltage regulator, preventing it from
24 ramping up. When power was restored, the transfer switch did not automatically switch
25 back on, so this had to be done manually.

26 A resident asked for results from the testing done on the lead and copper levels. Mr.
27 Gilinsky shared that all levels came back underneath the guidelines of what they are
28 supposed to be. The utility staff is still waiting on the disc filter for replacement, Mr.
29 Gilinsky will ask Mr. Gilbert if he knows when it is coming in.

1 **MANAGERS REPORT**

2 **E. Easement Use Agreement, 140 Wilderness Cay**

3 Concerning the prospective new home at 140 Wilderness Cay, there were a number of
4 encroachments on both the rear and side yard easements. All issues have been
5 resolved, including those involving the outdoor condenser and AC units. The only
6 remaining aspect of the license agreement is to construct marine lumber crossovers
7 over the swale, which have consistently been allowed in the community, and potential
8 lighting. Ms. Hansen does not think a gate, or a fence is appropriate for this easement,
9 and Mr. Truckey and Mr. McNamee agreed. The only considerations are pathway
10 lighting and the bridge. Mr. Kish pointed out that the setbacks listed on the site plan as
11 7.5 feet need to be changed to 10 feet.

12 **The easement use agreement subject to Ms. Hansens suggested changes was**
13 **authorized on a MOTION by Ms. Hansen, a second by Mr. Truckey, and all in**
14 **favor.**

15 **F. Easement Use Agreement, SFWMD**

16 The license and use agreement for the property with SFWMD pertains to the Picayune
17 Strand manatee protection mitigation feature. Just south of the main boat basin in the
18 community, there is a series of uplands that may have been cleared in the past. The
19 meandering tidal creek in that area has previously been approved, and the district plans
20 to undertake work involving a large amount of rip rap and geotextile fabric to stabilize
21 some of the shorelines. This area is intended for warm water habitation during cold
22 outbreaks in winter when water is not spilling over the weir. SFWMD has proposed
23 bringing a construction field office/trailer into the community, along with a diesel
24 generator for electricity. Mr. Dorrill is not inclined to recommend this due to its proximity
25 to adjacent condominium communities. He suggested that if the Board is open to the
26 proposal, they should request the installation of a temporary circuit breaker panel and
27 construction meter, but he would not support the use of a diesel generator. Mr. Truckey
28 would like to see the projected project timeline and is concerned about the seawall. Mr.
29 Dorrill will shared that the Board is inclined to consider the request but will ask for
30 additional information, including a better definition of the final phase of the project. He
31 will express concerns about diesel generators and suggest considering in-kind services
32 as part of the agreement. Mr. Pires suggested asking for a staging site plan, including
33 where the rip rap will be stored, the number of vehicles, and which part of the site they
34 intend to utilize.

1 **G. Orchid Cove Lake Bank Mowing**

2 Addressed during public comments.

3 **H. Landscape Improvement Budgets**

4 Mr. Dorrill and Mr. Carter have been working with Mr. Baird on this project. Mr. Dorrill
5 provided concept sketches and a preliminary estimate of the probable cost for new entry
6 landscaping at three locations: Newport Drive, Cays Drive, and Union Road. Mr. Baird
7 met with the landscape architect, and sketches for these entrances were provided. We
8 are still waiting for the Union Road sketch and its estimated cost.

9 The material list cost, including contingency, is currently \$93,000. The product cost for
10 the proposed main entry is \$77,550, with main elements including 8 specimen coconut
11 palms, 2 specimen reclinata palms at \$7,000 each, and 14 total sabal palms, which
12 make up a little less than half of the total material cost. The remainder is allocated for
13 shrubs and grasses both on the streetscape and in the gatehouse median. An additional
14 \$4,000 is allocated for native grass on the adjacent masonry concrete walls, \$5,000 for
15 mulch, \$5,000 for irrigation, and \$2,000 for the removal of existing material, bringing the
16 total project cost to \$84,550. Adding a 10% contingency of \$8,400 brings the total to
17 \$93,000 for Newport Drive.

18 The cost for Cays Drive is similar, with \$32,700 for products, \$5,000 for irrigation, \$500
19 for removal, and \$3,800 for contingency, totaling an additional \$42,000, or \$130,000 in
20 total for the main entry and Cays Drive. Union Road is expected to be similar to Cays
21 Drive.

22 Mr. Kish asked if the possibility of gating these entrances should be discussed at this
23 time, Mr. Truckey said yes. Mr. Dorrill noted that since these roads are owned by the
24 District, they are eligible for gating to perform access control. Mr. McNamee mentioned
25 that a gated community with a kiosk might exceed the budget. Mr. Dorrill will explore the
26 option of an unmanned kiosk.

27 Community volunteers are desired to assist Mr. Baird with this process. A notice will be
28 posted on the website with a link to the concept sketches. Residents interested in
29 serving on a temporary ad hoc committee should contact the District Manager so Mr.
30 Baird can schedule onsite meetings once the final cost for Union Road and preliminary
31 estimates for individual kiosk security systems are available. An update will be provided
32 to the Board later in the fall.

1 Mr. McNamee inquired about an unpaid hotel bill and asked legal counsel what steps
2 can be taken, such as filing a lien or adding it to the tax assessment. There is also an
3 unrelated repair bill for a main service line, just over \$2,000, which has been invoiced
4 but remains unpaid. Mr. Pires suggested issuing a final demand and, depending on the
5 circumstances, exploring whether a lien can be filed. If there is no response within the
6 21-day timeframe, a small claims action might be necessary. Mr. McNamee also asked
7 if shutting off the water could be considered as an initial step. Mr. Dorrill plans to
8 research the adopted administrative rules to determine if other utility charges can be
9 treated similarly to unpaid utility bills. Mr. Pires will work with Mr. Dorrill on this matter,
10 and if they conclude that a lien can be filed or that water services can be terminated
11 based on the required notice, they will advise accordingly. Mr. Pires noted that they will
12 be cost-sensitive regarding this issue.

13 Ms. Hansen was not able to provide an update on the seawall, as she has not heard
14 back from the county representative. She may need to contact a different code
15 enforcement employee for an update. Mr. Curtis mentioned that the county approved
16 the work Tom did on the seawall. He shared that the area rewashed out again, was
17 covered with additional material, filled with dirt, and the county has approved it once
18 more based on what he has gathered.

19 **FINANCIALS - JUNE 2024**

20 As of June 30, representing the end of the third quarter, the combined cash position
21 was \$4,300,000, with an overall cash position of \$4.5 million and total current assets of
22 \$4,788,000. There were \$89,000 in payables. Both the general fund and utility fund
23 have seen substantial receipts from non-ad-valorem assessments, totaling \$170,000 in
24 delinquent assessments received. Revenues are at 96% of the fully budgeted amount
25 for the year, with the difference attributable to tax collector fees and early payment
26 discounts. \$19,000 was received in interest earnings.

27 Engineering expenses are over budget year-to-date, largely due to expenditures on the
28 utility rate analysis project. Out of the \$45,000 budgeted for this line item, about \$17,000
29 was spent on the utility rate analysis and updates to the capital improvement plan.
30 Generator maintenance for the water and sewer account is slightly over budget for the
31 year, with repairs occurring in the first quarter, but the total remains under budget for
32 that line item. Utility billing is slightly over budget year-to-date, with \$30,000 spent out of
33 a \$34,000 budget, which includes special mailings.

1 Overall, as the District moves into the fourth quarter, cash remains strong, with
2 combined spending across both accounts \$230,000 under budget. Of the \$350,000
3 allocated for capital outlay, only \$100,000 has been expended but Mr. Dorrill still
4 anticipates ending the fiscal year under budget.

5 **ATTORNEY'S REPORT**

6 **A. Parcel 13 Update**

7 Mr. Pires shared a memorandum regarding documents resubmitted to his office on
8 August 6. These documents include revised plans and plats from the developer,
9 responding to comments made by Collier County and potentially by the District in July.
10 The District has 60 days to approve or disapprove the proposed plans, with the review
11 period extending to October 5. Mr. Pires recommended that the Board not approve the
12 resubmitted plans and plats. He suggested that the Board send a letter today indicating
13 that it does not approve the plats and plans for Parcel 13 as submitted in June and
14 resubmitted on August 6, while reserving the right to provide additional comments
15 before the extended review deadline of October 5.

16 **The resubmitted plans and plat were disapproved on a MOTION by Mr. McNamee,**
17 **second Ms. Hansen, and all in favor.**

18 **B. POICID/Southern Exposure License Agreement**

19 Mr. Pires asked if there is a specific spot on the seawall, he should designate for people
20 tying up. Mr. Truckey suggested the area closer to the highway rather than near the
21 condos. Mr. Pires said it may also be useful to put in that the District can terminate this
22 license agreement upon SFWMD using the property to prevent conflicts.

23 **Mr. McNamee made a MOTION to approve the license agreement with these two**
24 **changes, with a second by Ms. Hansen and all in favor.**

25 Ms. Brakefield updated on the litigation case with Prep Mac and Alligator Boys. Mr.
26 Dorrill's deposition was taken in March, but the plaintiff's counsel terminated it and has
27 now filed a motion to reschedule. Efforts are underway to coordinate new dates and
28 clarify additional topics. Mr. McNamee asked Mr. Prephan if mediation could be
29 considered, as this is a five-year case that needs resolution. The Board agreed with this
30 approach. Ms. Brakefield mentioned that a closed-door meeting with the Board to
31 discuss settlement and strategy is the next step and should be scheduled for the next
32 Board meeting, either before or after. Mr. McNamee inquired if this step was necessary

1 or if the cost could be avoided. Mr. Pires said pursuing mediation without the preliminary
2 closed-door session is doable and will be followed. The Board was in agreement.

3 Regarding the lawsuit against Premier District Management and Calvin Teague, there
4 has been considerable activity in the past two weeks. A motion for an accelerated
5 hearing has been filed, scheduled for September 27. On August 8, a response to the
6 request for production was received, along with a large number of documents. Mr.
7 Dorrill and Mr. Carter have begun reviewing these documents. Ms. Brakefield's office
8 received a second set of documents yesterday but was unable to open the link; they are
9 working to resolve this issue. Mr. Carter reviewed the first set and found no new
10 information, only what was received previously. The second set has not yet been
11 reviewed. A deposition is scheduled for October, which will be crucial for questioning
12 about the specific missing documents.

13 **ENGINEER'S REPORT**

14 No engineering report was given at this time.

15 **OLD BUSINESS**

16 No old business was discussed.

17 **NEW BUSINESS**

18 No new business was discussed.

19 **SUPERVISORS REQUESTS**

20 **A. SCADA**

21 FEMA turned down the SCADA system on grant. Mr. Truckey is sending them pictures
22 and it is under consideration again.

23 **B. Wellfield Road/Well Heads**

24 Permitting is underway with the State and DEP. Engineering is being done to raise all of
25 the well heads and submerge the pump on the third well. Generator trailers are nearing
26 acquisition through a grant, with the potential to secure four trailers in total if the two
27 additional ones are funded. Each generator trailer is valued at about \$80,000 under the
28 grant. Mr. McNamee inquired about storage options for these trailers above the
29 floodplain. Mr. Truckey noted that storing them at the Lely location, as previously

1 discussed, is included in the grant proposal. If a suitable storage site within the District
2 becomes available, the trailers can be moved there.

3 **C. No Fishing Signs**

4 Mr. Kish inquired about the missing "No Fishing" signs on the bridge. He noted that the
5 signs were previously in place but are now gone, and he is unsure if they were a state
6 issue. Mr. Dorrill responded that they have a local district office, and if the signs were
7 removed by them, a request can be made to have them put back up.

8 **D. Hotel Light**

9 Mr. Kish noted that the light on top of the hotel has been out, making it look abandoned.
10 He asked if it could be repaired. Mr. Truckey has the hotel's maintenance contact
11 information and will provide it to Mr. Carter to see if the issue can be resolved.

12 **E. Old Hotel Property**

13 Mr. McNamee asked if there were any advancements in negotiations with the County on
14 getting the old hotel property. Mr. Dorrill will ask the Deputy County Manager at a
15 County Budget Hearing before the next board meeting.

16 Mr. McNamee noted a hole in the street by marina. He said if it is still there when he
17 gets back, he will buy a couple of bags of hot asphalt and fill it himself.

18 **PUBLIC COMMENTS**

19 A resident with a nine-year law enforcement security background shared input on
20 discussion of putting in gates. He said regarding property value, gates do not offer a
21 good return other than being able to say it is a gated community. He said that license
22 plate recognition cameras with integration into the Sheriff's 911 Dispatch Center and
23 signage stating there are cameras is the way to go. Mr. McNamee asked him to
24 volunteer in assisting the Board with this.

25 Steve Gunther – Mr. Gunther shared that there was an accident at the intersection of
26 Union Road and 41. A westbound vehicle went off the road, knocking down a stop sign
27 and a sprinkler controller. The concrete post that the sprinkler controller was mounted
28 on is still lying in the grass.

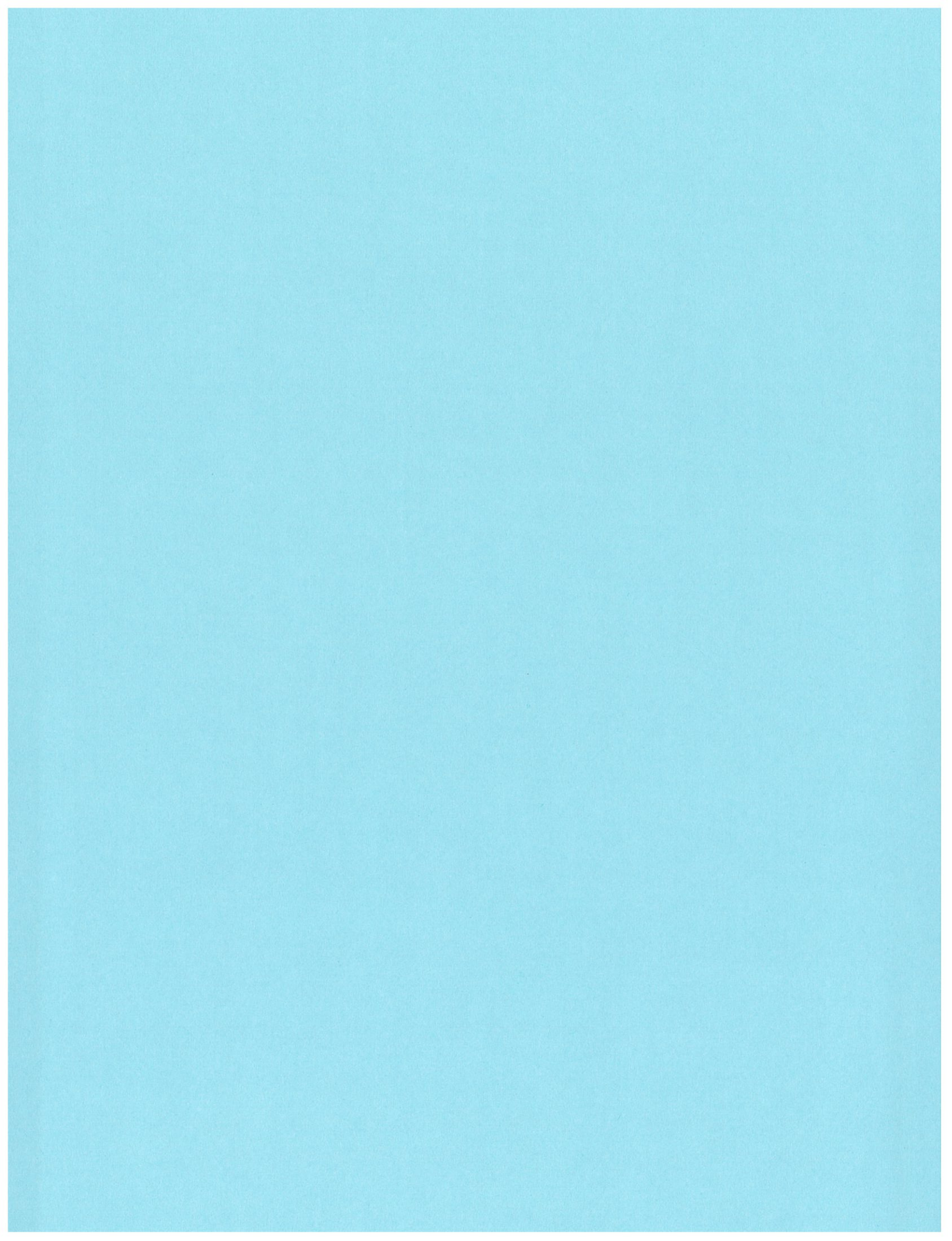
29 For future concerns about mowing the lake, Mr. Gunther requested to be contacted
30 directly instead of initially discussing it at the CID meeting. He also wants to ensure that
31 Orchid Cove is included in discussions regarding entrance enhancements.

1 **ADJOURNMENT**

2 The next meeting will be on September 20, 2024, at 9:30 a.m. **On a MOTION by Mr.**

3 **Kish and a second by Ms. Hansen, with all in favor, the meeting was adjourned at**

4 **11:38 a.m.**



Memorandum

Date: September 9, 2024
To: Board of Supervisors
From: W. Neil Dorrill, Manager

Re: FY 25 District Goals and Objectives

During the most recent session of the legislature adopted new requirements for all special government districts to increase accountability and measure goals. The law creating section 189.0694, was effective July 1, 2024. Beginning Oct 1, 2024, with the start of the fiscal year, districts must establish goals, objectives, and measurements for programs and key activities. In addition, effective December 1, 2025, districts are required to publish an annual report on their official website outlining the achievements or deficiencies of the prior year.

The intent is to increase accountability and to report on the performance of the district and steps to address any goals not achieved. Attached are our initial draft of suggested goals for the first year.

Let me know if you have any questions or concerns.

W. Neil Dorrill

**PORT OF THE ISLANDS COMMUNITY IMPROVEMENT
DISTRICT**

**Performance Measures/Standards & Annual Reporting Form
October 1, 2024 - September 30, 2025**

1. **COMMUNITY COMMUNICATION AND ENGAGEMENT**

Goal 1.1 Public Meetings Compliance

Objective: Hold at least two (2) regular Board of Supervisor meetings per year to conduct COD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two (2) regular board meetings was held during the fiscal year.

Achieved: Yes No

Goal 1.2 Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to COD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, COD website, electronic communications).

Achieved: Yes No

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly COD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes No

2. INFRASTRUCTURE AND FACILITIES MAINTENANCE

Goal 2.1 District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes No

3. FINANCIAL TRANSPARENCY AND ACCOUNTABILITY

Goal 3.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on COD website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the COD website.

Achieved: Yes No

Goal 3.2 Financial Reports

Objective: Publish to the COD website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the COD website.

Standard: COD website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes No

Goal 3.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the COD website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the COD website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the COD website and transmitted to the State of Florida.

Achieved: Yes No

District Manager

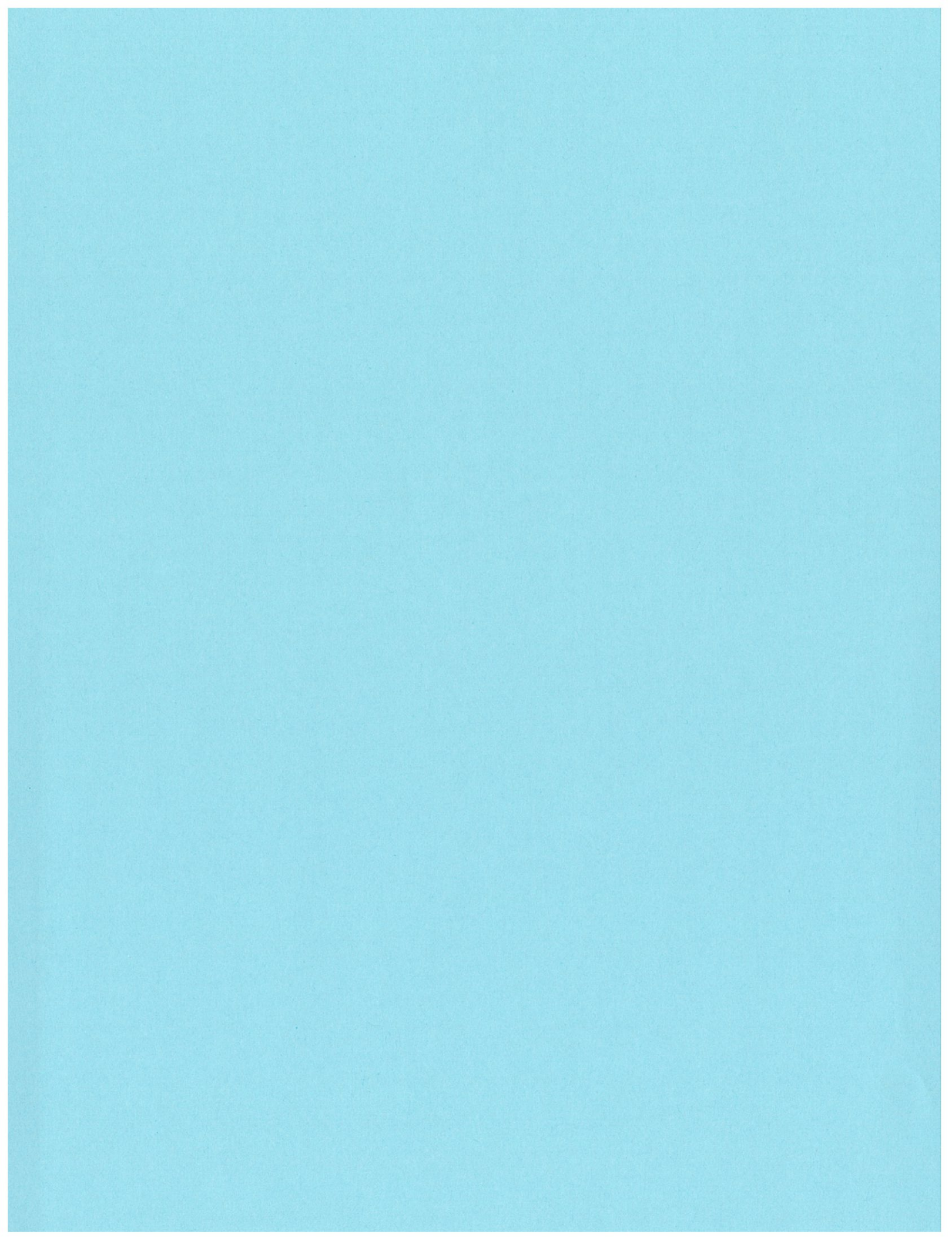
Chair/ Vice Chair, Board of Supervisors

Print Name

Print Name

Date

Date



Port of the Islands CID

FINANCIAL STATEMENTS

July 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 July 31, 2024**

Assets

	Operating	Water and Sewer	Total
Current Assets			
Checking Account - Operating	\$ 117,173.87	\$ 0.00	\$ 117,173.87
Checking	3,346,352.16	0.00	3,346,352.16
Checking - Water/ Sewer	0.00	6,378.44	6,378.44
Checking - Water/Sewer	0.00	1,130,590.72	1,130,590.72
Undeposited Cash (WS)	0.00	53,742.80	53,742.80
Accounts Receivable	0.00	(13,091.57)	(13,091.57)
Due To/From 001/202	0.00	298,633.17	298,633.17
Due To/From 001/202	(298,633.17)	0.00	(298,633.17)
Investments - Money Market Account	2,469.53	0.00	2,469.53
Prepaid Items	<u>9,278.40</u>	<u>10,108.06</u>	<u>19,386.46</u>
Total Current Assets	<u>3,176,640.79</u>	<u>1,486,361.62</u>	<u>4,663,002.41</u>
Property and Equipment			
Land	583,847.00	599,674.85	1,183,521.85
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	<u>0.00</u>	<u>(8,446,102.38)</u>	<u>(8,446,102.38)</u>
Net Property and Equipment	<u>583,847.00</u>	<u>7,972,775.87</u>	<u>8,556,622.87</u>
Total Assets	<u>\$ 3,760,487.79</u>	<u>\$ 9,459,137.49</u>	<u>\$ 13,219,625.28</u>

Liabilities and Fund Balance

	Operating	Water and Sewer	Total
Current Liabilities			
Accounts Payable	\$ 85,479.12	\$ 0.00	\$ 85,479.12
Other Current Liabilities	0.00	12,493.76	12,493.76
Utility Customer Deposits	<u>0.00</u>	<u>20,445.43</u>	<u>20,445.43</u>
Total Current Liabilities	<u>85,479.12</u>	<u>32,939.19</u>	<u>118,418.31</u>
Long-Term Liabilities			
Total Long-Term Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities	<u>85,479.12</u>	<u>32,939.19</u>	<u>118,418.31</u>
Fund Balances			
Unreserved Fund Balance	3,440,032.98	8,936,301.81	12,376,334.79
Retained Earnings	<u>234,975.69</u>	<u>489,896.49</u>	<u>724,872.18</u>
Total Fund Balance	<u>3,675,008.67</u>	<u>9,426,198.30</u>	<u>13,101,206.97</u>
Total Liabilities and Fund Balance	<u>\$ 3,760,487.79</u>	<u>\$ 9,459,137.49</u>	<u>\$ 13,219,625.28</u>

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

July 31, 2024

General Fund

	Current Period		YTD		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget	Budget			
Revenue								
FEMA Reimbursement	0 \$	0 \$	82,745 \$	0 \$	0 \$	82,745 \$	0	
Interest Income	15,014	13,667	157,568	136,667	136,667	20,901	164,000	
Special Assmnts- Tax Collector	0	37,963	436,754	379,632	379,632	57,122	455,558	
Interest - Tax Collector	108	10	509	100	100	409	120	
Special Assmnts-Discounst	0	(1,500)	(143)	(15,000)	(15,000)	14,857	(18,000)	
Other Miscellaneous Revenues	0	833	4,088	8,333	8,333	(4,245)	10,000	
Total Revenue	15,122	50,973	681,521	509,732	509,732	171,789	611,678	
Expenses								
Administrative								
P/R-Board Of Supervisors	408	500	4,908	5,000	5,000	(92)	6,000	
Employment Taxes	38	33	383	333	333	50	400	
P/R - Processing Fees	19	42	268	417	417	(149)	500	
Profserv-Engineering	7,560	2,000	62,197	20,000	20,000	42,197	24,000	
Profserv-Legal Services	4,220	2,083	23,611	20,833	20,833	2,778	25,000	
Profserv-Mgmt Consulting Serv	3,877	3,750	39,955	37,500	37,500	2,455	45,000	
Profserv-Property Appraiser	0	58	3,153	583	583	2,570	700	
Auditing Services	3,750	292	5,000	2,917	2,917	2,083	3,500	
Rentals & Leases	75	0	1,013	0	0	1,013	0	
Postage And Freight	0	29	324	292	292	32	350	
Insurance - General Liability	828	917	12,305	9,167	9,167	3,138	11,000	
Printing & Binding	0	17	700	167	167	533	200	
Legal Advertising	1,162	100	6,995	1,000	1,000	5,995	1,200	
Special Services	1,583	333	9,748	3,333	3,333	6,415	4,000	
Misc-Assessmnt Collection Cost	0	0	51	0	0	51	0	
Misc-Assessment Collection Cost	0	600	8,588	6,000	6,000	2,588	7,200	
Misc-District Website	415	200	2,523	2,000	2,000	523	2,400	
Annual District Filing Fee	0	15	0	146	146	(146)	175	
Total Administrative	23,935	10,969	181,722	109,688	109,688	72,034	131,625	

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

July 31, 2024

General Fund

	Current Period		YTD		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget	Budget			
<u>Operations & Maintenance</u>								
Contracts-Field Services	0	833	0	8,333		(8,333)	10,000	
Electricity-Streetlighting	2,801	2,167	26,486	21,667		4,819	26,000	
R&M-Renewal & Replacement	0	417	0	4,167		(4,167)	5,000	
R&M-Grounds	9,690	1,667	37,448	16,667		20,781	20,000	
Misc-Hurricane	0	0	4,995	0		4,995	0	
R&M-Storm Water Drainage	1,871	333	7,921	3,333		4,588	4,000	
Total Operations & Maintenance	14,362	5,417	76,850	54,167		22,683	65,000	
<u>Landscape & Irrigation</u>								
Contracts-Landscape	7,787	7,500	76,700	75,000		1,700	90,000	
Utility-Irrigation	5,495	1,250	29,653	12,500		17,153	15,000	
R&M-Irrigation	850	833	11,452	8,333		3,119	10,000	
Total Landscape & Irrigation	14,132	9,583	117,805	95,833		21,972	115,000	
<u>Lakes & Ponds</u>								
Contracts-Lakes	370	133	1,665	1,333		332	1,600	
Total Lakes & Ponds	370	133	1,665	1,333		332	1,600	
<u>Roads & Sidewalks</u>								
R&M-Signage	0	25	250	250		0	300	
R&M-Roads & Alleyways	0	750	9,791	7,500		2,291	9,000	
Total Roads & Sidewalks	0	775	10,041	7,750		2,291	9,300	

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

July 31, 2024

General Fund

	Current Period		Current Period		YTD		Variance	Annual Budget
	Actual	Budget	Budget	Actual	Budget	Actual		
<u>Mosquito Control</u>								
Contracts-Mosquito Treatment	11,955	917	917	37,133	9,167	27,966	11,000	
Contracts-Mosquito Spray	3,900	1,667	1,667	21,327	16,667	4,660	20,000	
R&M-Mosquito Control	0	42	42	0	417	(417)	500	
Total Mosquito Control	15,855	2,626	2,626	58,460	26,251	32,209	31,500	
<u>Capital Expenditures & Projects</u>								
Capital Outlay	0	8,333	8,333	0	83,333	(83,333)	100,000	
Contingency	0	21,471	21,471	0	214,711	(214,711)	257,653	
Total Capital Expenditures & Projects		29,804	29,804		298,044	-298,044	357,653	
Total Expenditures	68,654	59,307	59,307	446,543	593,066	(146,523)	711,678	
Other Financing Sources (Uses)								
<u>Other Sources</u>								
Use of Fund Balance	\$ 0.00	\$ (8,333)	\$ (8,333)	\$ 0	\$ (83,333)	\$ (100,000)		
Other Financing Sources (Uses)								
<u>Other Sources</u>								
Other Uses								
Revenue (Over) Under Expenses	\$ (53,532)	\$ (1)	\$ (1)	\$ 234,978	\$ (1)	\$ 234,979	\$ 0	

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

July 31, 2024

Water/Sewer

	Current Period		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget		
Revenue						
Interest Income	\$ 4,645	\$ 1,583	\$ 40,052	\$ 15,833	\$ 24,219	\$ 19,000
Water Revenue	205	7,083	82,196	70,833	11,363	85,000
Sewer Revenue	(769)	10,417	78,451	104,167	(25,716)	125,000
Irrigation Fees	49	12,917	156,803	129,167	27,636	155,000
Meter Fees	60	583	4,755	5,833	(1,078)	7,000
Special Assmnts- Tax Collector	0	86,895	998,798	868,948	129,850	1,042,738
Interest - Tax Collector	236	35	1,156	350	806	420
Special Assmnts-Discounts	0	(3,476)	(327)	(34,758)	34,431	(41,710)
Other Miscellaneous Revenues	1,637	8	14,180	83	14,097	100
Total Revenue	6,063	116,045	1,376,064	1,160,456	215,608	1,392,548

Expenses

Administrative						
P/R-Board Of Supervisors	408	500	4,908	5,000	(92)	6,000
Employment Taxes	38	33	383	333	50	400
P/R - Processing Fees	19	42	268	417	(149)	500
Profserv-Engineering	3,510	2,000	48,753	20,000	28,753	24,000
Profserv-Legal Services	4,220	2,083	23,576	20,833	2,743	25,000
Profserv-Mgmt Consulting Serv	3,877	3,750	39,955	37,500	2,455	45,000
Profserv-Property Appraiser	0	58	2,703	583	2,120	700
Auditing Services	3,750	292	5,000	2,917	2,083	3,500
Postage And Freight	0	17	56	167	(111)	200
Insurance - General Liability	828	917	12,984	9,167	3,817	11,000
Printing & Binding	0	17	700	167	533	200
Legal Advertising	0	83	614	833	(219)	1,000
Special Services	0	83	0	833	(833)	1,000
Utility Billing Postage & Supplies	2,488	417	9,566	4,167	5,399	5,000
Misc-Assessment Collection Cost	0	2,083	19,775	20,833	(1,058)	25,000
Office Supplies	128	8	958	83	875	100
Telephone - Utility Operations	308	333	3,056	3,333	(277)	4,000
Total Administrative	19,574	12,716	173,255	127,166	46,089	152,600

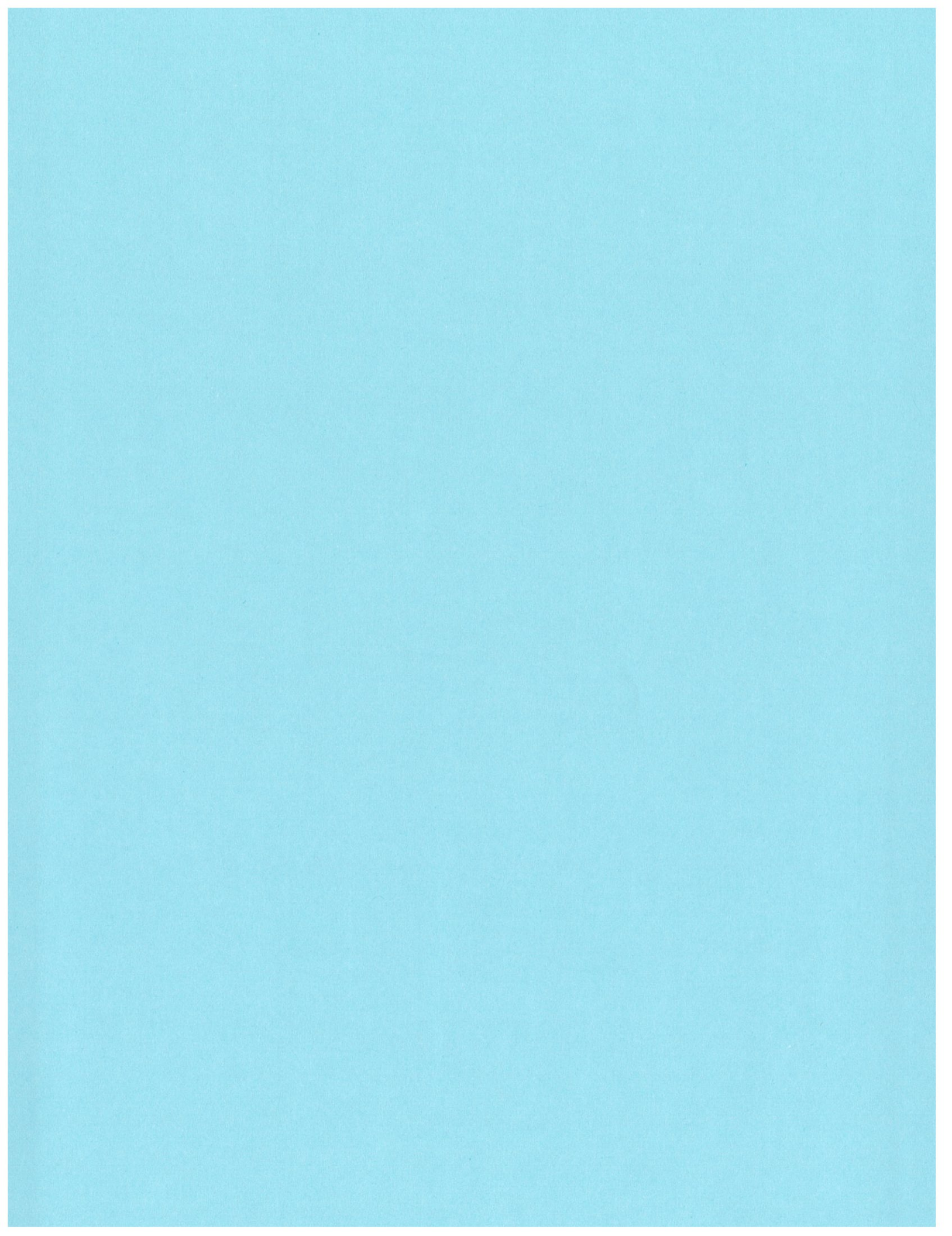
Unaudited

Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

July 31, 2024

Water/Sewer

	Current Period		YTD		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget	Actual	Budget		
<u>Water-Sewer Comb Services</u>								
Misc-Hurricane	0	0	13,273	0	13,273	0	13,273	0
Utility - Electricity	6,941	5,833	80,968	58,333	80,968	58,333	22,635	70,000
Contracts-Utility Operations	29,329	30,417	305,966	304,167	305,966	304,167	1,799	365,000
Contracts-Utility Billing	3,562	2,833	33,813	28,333	33,813	28,333	5,480	34,000
Contracts-Generator Maint	0	83	12,407	833	12,407	833	11,574	1,000
R&M-Lift Station	0	833	2,825	8,333	2,825	8,333	(5,508)	10,000
R&M-Potable Water Lines	0	833	15,446	8,333	15,446	8,333	7,113	10,000
R&M-Water Plant	3,171	3,333	17,733	33,333	17,733	33,333	(15,600)	40,000
R&M-Waste Water Plant	340	2,083	14,815	20,833	14,815	20,833	(6,018)	25,000
R&M-Sewer Lines	150	417	3,118	4,167	3,118	4,167	(1,049)	5,000
R&M-Instrumentation	6,539	417	18,556	4,167	18,556	4,167	14,389	5,000
Misc-Licenses & Permits	0	83	0	833	0	833	(833)	1,000
Compliance Sampling	1,392	1,667	13,917	16,667	13,917	16,667	(2,750)	20,000
Chemicals-Water Operations	1,346	2,500	33,380	25,000	33,380	25,000	8,380	30,000
Chemicals-Wastewater Operations	1,693	1,333	23,519	13,333	23,519	13,333	10,186	16,000
Sludge Disposal	3,433	1,250	21,472	12,500	21,472	12,500	8,972	15,000
Reserves - Water & Sewer System	0	20,000	0	200,000	0	200,000	(200,000)	240,000
Total Water-Sewer Comb Services	57,896	73,915	611,208	739,165	611,208	739,165	-127,957	887,000
<u>Capital Expenditures & Projects</u>								
Capital Outlay	0	29,412	101,704	294,123	101,704	294,123	(192,419)	352,948
Total Capital Expenditures & Projects		29,412	101,704	294,123	101,704	294,123	-192,419	352,948
Total Expenditures	77,470	116,043	886,167	1,160,454	886,167	1,160,454	(274,287)	1,392,548
Revenue (Over) Under Expenses	\$ (71,407)	\$ 2	\$ 489,897	\$ 2	\$ 489,897	\$ 2	\$ 489,895	\$ 0





*Florida Utility
Solutions*

Wastewater Plant

Received and treated
2.16 million gallons in
August

Water Plant

Produced and
distributed 3.00 million
gallons in August

REUSE

Distributed 5.98 million
gallons in August

PORT OF THE ISLANDS CID

AUGUST 2024

MONTHLY PLANT OPERATIONS REPORT

SEPTEMBER 20TH, 2024 BOARD MEETING



FLORIDA UTILITY SOLUTIONS

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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

- 2.16 million gallons of wastewater received and treated in August

Water Treatment

- Produced and distributed 3.00 million gallons in August

Reuse

- Distributed 5.98 million gallons in August

Performance Metrics	Current Month August 2024	Prior Month July 2024
Wastewater treated	2,157,875	1,936,000
Sludge disposed - gallons	0	28,000
Reclaimed Water Pumped	5,981,080	6,232,960
Odor Complaints	0	0
Number of line breaks	0	0
Auto Flushers Flushed	9	9
Meters Read	857	0
Meters Re-read	11	0
Consumables	Current Month	Prior Month
Chlorine Usage	400	500
Water Usage Complaints	0	0

Maintenance and Repair

Preventive Maintenance

- Inspected all pump stations weekly
- Odor control weekly checks performed
- Work is continuing on plant upgrades and repairs that were previously approved

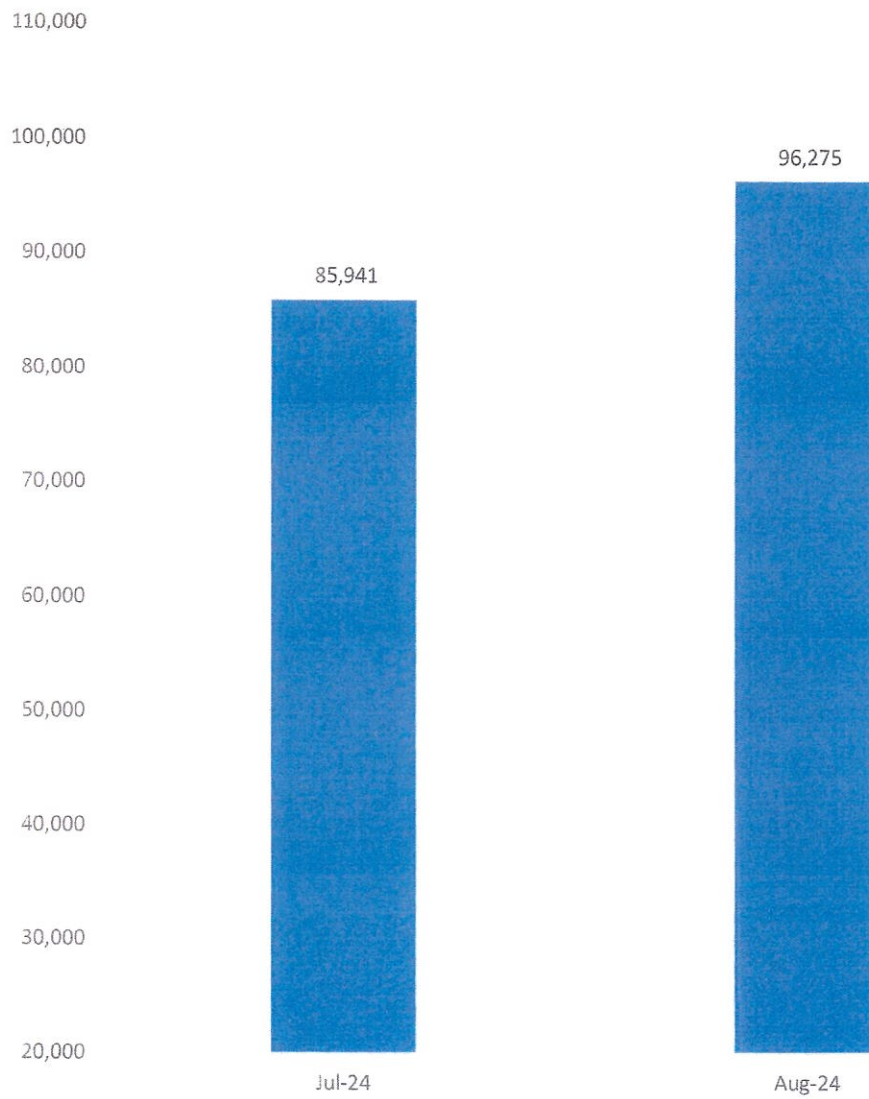
Additional Maintenance

- Installed new wasting line on plant
- Generator repair complete on Well Rd.
- RO Scada upgraded

Health & Safety

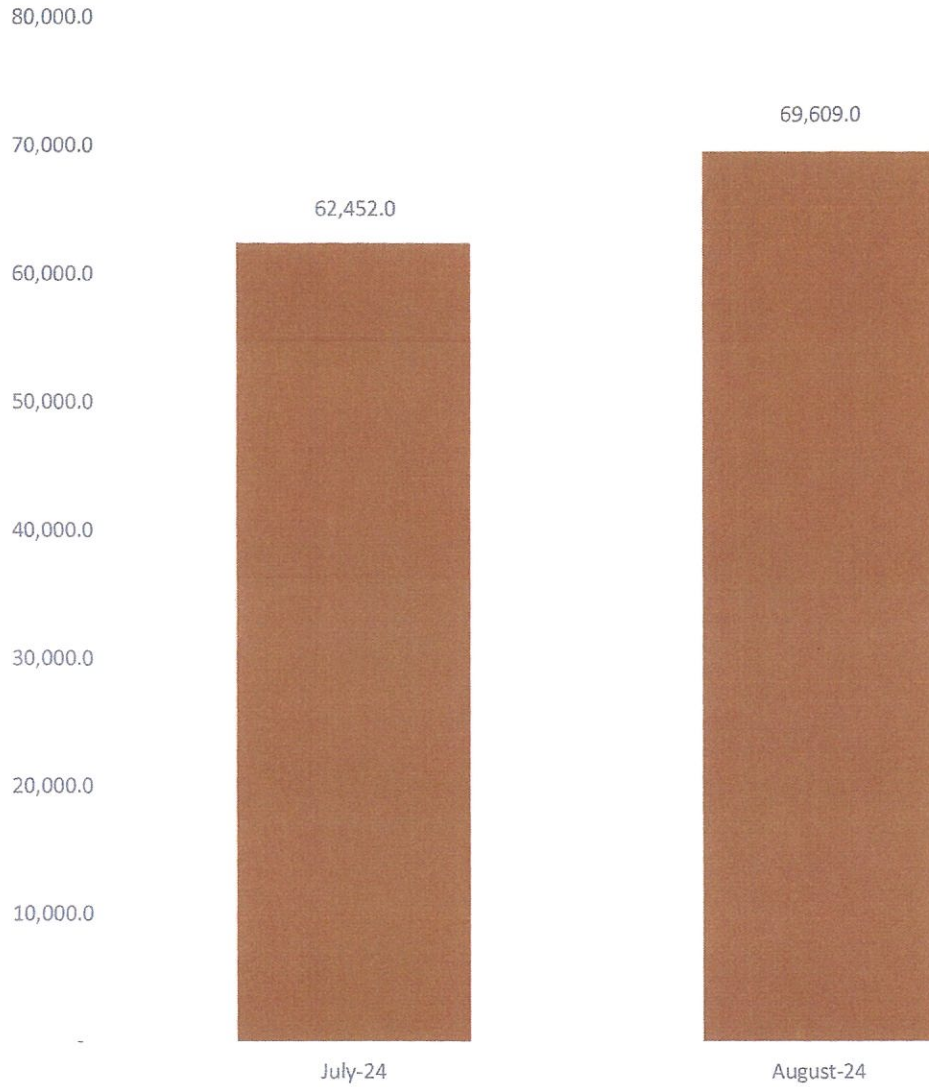
- Zero LTIs and OSHA recordable incidents occurred during the month
- Safety training includes daily tailgate talks concerning daily events –confined space, lightning safety, seatbelts, housekeeping, and other safety related concerns

Port of the Islands Daily Average Water Flow



Port of the Islands Drinking Water Monthly Flow Average

Port of the Islands Wastewater Average Daily Flow



Port of the Islands Wastewater Monthly Flow Average

Port of the Islands Reuse Average Daily Flow



Port of the Islands Reuse Monthly Flow Average