

**PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT  
UTILITY RATE WORKSHOP & REGULAR BOARD MEETING  
Board of Supervisors Agenda for February 21, 2025**

**Agenda**

Friday, February 21, 2025, 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 – January 2025
5. Utility Rate Workshop – January 2025
  - a. Utility Operations
  - b. Utility Receivables Report
6. Manager's Report
  - a. Old Hotel Side
  - b. Johnson Engineering Hydrology Agreement
  - c. SFWMD License Agreement
  - d. Aged Receivables Summary
  - e. Utility Rate Analysis Direction
7. Financials – December 2024

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 March 21, 2025, at 9:30 a.m.

C

C

C

1 **PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT**  
2 **NAPLES, FLORIDA**

3 **Workshop and Regular Meeting of the Board of Supervisors**  
4 **January 17, 2025**

5 The workshop and regular meeting of the Port of the Islands Community Improvement  
6 District Board of Supervisors was held on Friday, January 17, 2025, at 9:30 a.m. at the  
7 Orchid Cove Clubhouse, 25005 Peacock Lane, Naples, Florida.

8 **SUPERVISORS PRESENT**

- 9 Steve McNamee, Chairman
- 10 Dan Truckey, Vice Chairman
- 11 Russell Kish, Supervisor
- 12 Kevin Baird, Supervisor
- 13 Anna-Lise Hansen, Supervisor

14 **ALSO PRESENT**

- 15 Neil Dorrill, Manager, Dorrill Management Group
- 16 Zachary Lombardo, District Counsel
- 17 Matt Gilinsky, Florida Utility Solutions

18 **PLEDGE OF ALLEGIANCE**

19 The pledge of allegiance was recited in unison.

20 **ROLL CALL/APPROVAL OF AGENDA**

21 All five Supervisors were present in person, establishing a quorum. The meeting was  
22 convened at 9:30 a.m. The meeting was also properly noticed. The notice and affidavit  
23 are on file with the District Office at 5672 Strand Court, Naples, FL 34110.

24 **On a MOTION by Mr. Baird and a second by Ms. Hansen the agenda was**  
25 **approved presented, with all in favor.**

26 **PUBLIC COMMENT**

27 Captain Thormann - Asked about the O&M formula, noting that a company had  
28 previously divided Port of the Islands into different areas to determine how charges

1 should be applied. He pointed out that now everyone is paying the same rate,  
2 regardless of whether they have a house, condo, boat, or non-liveaboard boat. He  
3 highlighted that Stella Maris North has one O&M charge for their condo and doesn't pay  
4 a separate one for their boat docks, while Orchid Cove owners are charged an O&M fee  
5 for both their boat slip and condo. Mr. Dorrill explained that this issue is typically  
6 addressed during the budget deliberations for the upcoming year, which will take place  
7 in May. Mr. Truckey added that some docks are owned by the Master Association, and  
8 those docks share one meter for all users. The key difference is that the non-liveaboard  
9 boats like D dock have tax ID parcels, while properties like Stella Maris docks are  
10 owned through the Master Association and do not have individual tax IDs.

11 Diane Hasbrouck – Asked how much paperwork has been received regarding FEMA.  
12 Mr. Truckey replied that he will be giving an update later in the meeting.

13 Deb Jansen - Sunrise Cay – Asked about the covenants for Parcel 13 being posted on  
14 the District website. The conceptual site plan is currently posted as Mr. Dorrill was  
15 under the impression that this was what was to be posted. Mr. Lombardo clarified that  
16 the covenants can be found on collierclerk.com in the official land records.

17 Joyce Carlino – Ms. Carlino shared that she reviewed the meeting held in June and  
18 noted that a budget had been presented that reflected a raise. When concerns were  
19 raised, it was explained that the budget had been sent out in error. At the July meeting,  
20 Ms. Carlino asked if the raises were accurate, and was told they would be discussed.  
21 However, she pointed out that the resolution to adopt the budget was passed shortly  
22 afterward without any further discussion, and she questioned when the issue had been  
23 addressed.

## 24 **UTILITY OPERATIONS**

25 Mr. Gilinsky reported that all wastewater and water distribution requirements were met.  
26 The reuse pump station is operating properly. 2.03 million gallons were received in  
27 wastewater, the water plant produced 3.49 million gallons, and 11.53 million gallons  
28 were distributed for reuse. A total of 857 meters were read, and 700 gallons of chlorine  
29 were used. The filter is currently at the port and awaiting clearance through customs,  
30 with hopes to have it next week and start installation upon arrival. The hot water heater  
31 failed and was replaced, along with the sediment pre-filters on the ROs, and the  
32 dripping water analyzer at the chlorination tank. No OSHA reportable incidents  
33 occurred. Mr. Gilinsky commented that it was a good month. In response to last month's  
34 request, a count of water meter lids was made, and the order has been placed; they are

1 now awaiting delivery. Mr. Kish asked if the irrigation that was dug up was done by  
2 Soto, which was confirmed, and Mr. Baird will follow up with them about it.

3 **UTILITY RATE WORKSHOP - DECEMBER 2024**

4 Utility rate consultant, Raftelis, represented by Mr. Robert Ori, presented the study  
5 initially shared in August again during peak season. The project background involved  
6 preparing a revenue sufficiency analysis and forecasting expenditures and utility needs  
7 for the next five years. The goal was to develop an overall rate revenue recovery plan,  
8 with adjustments based on the forecasted expenditures. Mr. Ori has had several  
9 meetings with staff while preparing the analysis and proposed rates for the fiscal year  
10 2025, which also includes a funding strategy for capital improvements to the system.

11 Mr. Ori discussed several goals and considerations, including securing funding for the  
12 capital plan while ensuring all other revenue requirements are met. The current rate  
13 structure includes a base facility charge and a volumetric charge. The base facility  
14 charge is based on the non-ad valorem assessment and is determined by ERUs.  
15 Typically, the base charge is tied to the meter serving the property. Implementing a  
16 meter-based charge would eliminate the need to pay the tax collector for expenditures  
17 related to placing the charge on the tax bill and would also remove the prepayment  
18 provision for the discount. Mr. Ori shared that the recommended rates are currently  
19 insufficient to meet the expenditure needs of the utility revenue requirements, and the  
20 capital plan as identified. He suggested that phasing in the rates would be a better  
21 approach, and the plan allows for that. The key is to avoid rate shock. Meter-based  
22 billing is the most common approach, and he recommended transitioning to it in 2026.

23 Mr. Truckey inquired about how to adjust for vacant ERCs that are currently paying  
24 taxes for a utility system they don't use and wouldn't have a meter for, as no service is  
25 being received. Mr. Ori explained that typically, if no service is being provided, there  
26 wouldn't be a base charge, but they could be subject to a standby or line maintenance  
27 charge. He gave an example from Martin County in Stuart, FL, where all developments  
28 are charged a standby fee equal to the base rate. He recommended adopting a similar  
29 approach with an ERC-based rate. If vacant properties are reserving capacity or if  
30 capacity is available, they should pay that standby rate. Once they connect to the  
31 system, the standby charge would be removed, and they would then be subject to the  
32 regular water and sewer rates in effect at that time. Mr. Ori also mentioned that these  
33 properties could remain on the tax bill as a billing method until they connect. Mr.  
34 McNamee noted that the current rules and procedures already allow standby charges.

1 Kathryn Kehlmeir - Newport Drive - Asked whether single-family homes would be  
2 treated the same as condos or boat docks in terms of water and sewer rates. She also  
3 inquired if the coverage discussed in the capital improvement plan (CIP) would be  
4 adjusted based on grants. Specifically, she wanted to know if rates would be adjusted if  
5 grants were to cover the CIP, reducing the amount needed to be collected through  
6 rates. Mr. Dorrill responded that the utility does not differentiate based on the size of the  
7 residential unit. Instead, rates are tied to the size of the meter. The base rate is linked to  
8 the meter size and consists of both a fixed and a variable component.

9 Steve Gunther – Orchid Cove – Asked if anything is changing for reclaimed water. Mr.  
10 Truckey responded that Mr. Ori recommended one rate for all.

11 **APPROVAL OF THE MINUTES - DECEMBER 2024**

12 **The minutes were approved as presented on a MOTION by Ms. Hansen, a second**  
13 **by Mr. Truckey, and all in favor**

14 **MANAGERS REPORT**

15 **A. Parcel 13 Utility Relocation**

16 Mr. Dorrill and Mr. Lombardo reviewed the contract language, which gives the  
17 developer the final discretion to relocate at their own cost if they choose to do so. A  
18 preliminary estimate of probable costs was requested from the engineer to assess the  
19 value moving forward.

20 Mr. McNamee shared that he received correspondence from MI Homes, which stated  
21 that their Phase 1 environmental survey identified a potential hazard of lead due to the  
22 nearby gun range. MI Homes requested the lead monitoring well history for further  
23 review. Mr. Truckey explained that in addition to utility staff's readings, the Rural Water  
24 Association has also conducted studies and found lead and arsenic in the wells, with  
25 the levels varying depending on the time of year and changes in the water table and  
26 groundwater flow. A substantial amount of lead and arsenic has been detected in the  
27 well readings by utility staff near the gun range.

28 Mr. McNamee clarified that the test wells are not near the water intake pumps, so the  
29 monitoring results do not pose a threat to the water supply. Other test wells, such as  
30 those near Orchid Cove, have not shown any lead or arsenic contamination, with the  
31 issue confined to the well near the gun range. The DEP and the State of Florida have  
32 been contacted to determine what action, if any, should be taken, but no response has

1 been received yet. Mr. Truckey requested all of the 2024 well readings from Mr. Gilinsky  
2 to assess whether the situation is improving or worsening and is currently awaiting  
3 those records. Mr. McNamee will connect the MI Homes representative with Mr.  
4 Truckey to discuss the issue further.

5 **B. FEMA**

6 Mr. Carter is currently attending an LMS grant meeting. Two issues have been  
7 preliminarily approved for grants: one involves trailer-mounted diesel generators, and  
8 the other focuses on improvements and restoration to the well field road. Mr. Truckey  
9 shared that two projects have progressed through the LMS grant and have been  
10 approved by the County. One of these projects involves securing two generator trailers  
11 needed for pump stations during hurricanes. The remaining projects are being funded  
12 through FEMA grants. The total amount of grants is approaching \$3 million. The water  
13 lines project, however, has faced delays as FEMA continues to request additional  
14 paperwork, resulting in ongoing back-and-forth discussions.

15 **C. SFWMD License Agreement**

16 A standard license agreement was conveyed to the South Florida Water Management  
17 District (SFWMD) for use as a construction staging area. There was some pushback,  
18 but it was explained that this was the standard agreement. A meeting is scheduled with  
19 SFWMD staff, Mr. Dorrill and Mr. Lombardo on February 5th to discuss the matter  
20 further. The Board's position will continue to be asserted, including a \$5,000 fee, which  
21 is renewable with an additional \$5,000 charge for any extensions. Additionally, the  
22 agreement includes pre- and post-inspection of the seawall, a prohibition on the use of  
23 diesel generators, and a requirement to permit a temporary construction pole for any  
24 electricity needed. Mr. McNamee added that there is water in the area available for  
25 them to buy and to use. Mowing of the property is not currently included but Mr. Dorrill  
26 will keep that in mind.

27 **FINANCIALS - NOVEMBER 2024**

28 Mr. Dorrill presented the financials as of the end of November, highlighting \$4,446,000  
29 in cash. Additionally, the district holds \$8.5 million in fixed assets, bringing total assets  
30 to just under \$13 million. The district earned \$11,000 in interest during November. A  
31 total of \$316,000 was received, net of fees, from the tax collector, including the  
32 associated discount. Of this, \$145,000 was allocated to the general fund, and \$177,000  
33 to utilities. Water service was shut off for the utility meter at the hotel. There are other  
34 no receivables beyond one month delinquent.



1 **ATTORNEY'S REPORT**

2 During the last board meeting, there was a question about using the engineering firm to  
3 identify various easements for permit compliance. The engineer was contacted and  
4 provided a quote of \$10,000 for this service. The permit compliance review involves  
5 reviewing existing South Florida permits, confirming what all of the duties are, and  
6 ensuring the District has the necessary property rights in place to perform duties  
7 properly. Ms. Hansen clarified that she wants a map of all the drainage easements. Mr.  
8 McNamee made a motion to authorize the study, which was seconded by Ms. Hansen.  
9 It was then clarified that the engineer's proposal was to identify drainage and  
10 maintenance responsibilities in the vicinity of Newport Drive. The Board desires it for the  
11 entire District. Mr. Lombardo stated that a new quote would be needed for the entire  
12 community. Mr. McNamee withdrew the motion, and Mr. Lombardo will request a full  
13 written proposal from the engineer.

14 In the Prepmac matter, the suggestion is to offer a similar offer of judgment to the other  
15 defendant based on a proportional analysis of \$618.56. The request is for authorization  
16 to make an offer of judgment in the 2019 CA 3923 Prepmac lawsuit to Alligator Boys for  
17 \$618.56. This would ensure both defendants are covered proportionally based on the  
18 amount of property they claimed to own at the time of the lawsuit.

19 **Mr. McNamee made a MOTION to authorize Mr. Lombardo to send the offer of**  
20 **judgment of \$618.56 to Alligator Boys with a second by Mr. Baird and all in favor.**

21 The lawsuit against Premier District Management is set for trial in July. However, based  
22 on indications from the new opposing counsel, it is believed that the matter may be  
23 resolvable before then. An informal resolution is scheduled for the end of the month,  
24 which is hoped to lead to a resolution of the issue. Recovering of attorney's fees and  
25 costs is being pursued and the Florida Statutes provide for that in a public records  
26 lawsuit.

27 **ENGINEER'S REPORT**

28 No engineering report was given at this time.

29 **OLD BUSINESS**

30 No old business was discussed.

1 **NEW BUSINESS**

2 No new business was discussed.

3 **SUPERVISORS REQUESTS**

4 Mr. Kish brought up Mr. Ori's presentation and pointed out that there has only been one  
5 rate increase of 20% since he's been in the community since 2005. He said to him no  
6 rate increases is another form of mismanagement and it should have been forecasted  
7 out. There are still 6-8% rate increases in the future needed based off of what the debt  
8 would otherwise be. There are still more costs coming.

9 Mr. McNamee mentioned that there are options to borrow money at very low interest  
10 rates. Mr. Lombardo explained the nature of SRF (State Revolving Fund) loans, which  
11 are managed by the DEP for water and wastewater systems. These loans offer  
12 incredibly low interest rates, and each year, a portion of some loans are forgiven—  
13 sometimes up to 80-100%, depending on various factors. It is common for Districts like  
14 Port of the Islands to use this program to improve water and wastewater infrastructure.

15 Mr. Lombardo and Mr. Truckey plan to discuss the program further and bring ideas to  
16 the board for consideration. While there are prerequisites and studies required before  
17 entering the program, these studies are beneficial. The District is already working with  
18 the Florida Rural Water Association (FRWA), which is very involved with the SRF  
19 program. Mr. Lombardo noted that FRWA has significant influence in securing loan  
20 forgiveness, as they have a high level of trust with the State of Florida. Many  
21 neighboring districts also use this program. Additionally, the SRF program is generally  
22 more responsive than FEMA grants. The issue with FEMA is that any request for  
23 information puts the applicant back in line, whereas the SRF program typically offers  
24 yearly payouts, aligning more directly with the State's budget cycle.

25 **PUBLIC COMMENTS**

26 Alan Zitto - Dock D - Requested that the board revisit the inclusion of B and D docks on  
27 the tax bill. He also asked for an update on the Scott Prephan lawsuit. Mr. Lombardo  
28 responded that there were no further updates at this time. Mr. Zitto noted that there are  
29 no manatees behind the barrier and that he has been checking behind the wall with a  
30 drone every day for the past two years, having only seen them once during that entire  
31 period. Mr. Truckey explained that there are other reasons for cooperating with the  
32 South Florida Water Management District on their manatee monitoring program. As a  
33 significant government entity, when the District makes requests—such as for dredging

1 the canal—it's beneficial to be on the inside rather than on the outside. He further  
2 clarified that the board has no control over the manatee program or how funds are  
3 allocated for it. Mr. Zitto inquired if the board could request more than a \$5,000 fee. Mr.  
4 Truckey responded that it's probably not possible.

5  
6 Kathryn Kehlmeir - Newport Drive – Ms. Kehlmeir referred to the December meeting  
7 minutes and reread a statement about the tax increase being attributed to the  
8 annexation into the mosquito control district. Ms. Kehlmeir checked the Collier County  
9 mosquito control millage rate, which was 0.1349%. She noted that there was no listing  
10 for mosquito control on either her or Mr. McNamee's tax bills. She disagreed with Mr.  
11 Dorrill's statement, stating that it was not accurate and that the largest increase was due  
12 to the O&M increase. Mr. Dorrill clarified that the point of his statement last month was  
13 to highlight that there were several contributing factors to the tax increase, including the  
14 school board, fire district, and mosquito control.

15 Rick Micheler - 25-Year Property Owner - Expressed concern about the increasing  
16 polarization within the community and said he wasn't sure how to address it. He  
17 suggested the creation of a community center to foster better relationships and  
18 improvement within the community, believing it would also help enhance property  
19 values. Mr. McNamee responded that this idea has been discussed in the past, and his  
20 main question has always been how to fund such a project through fundraising, rather  
21 than taxing it through assessments.

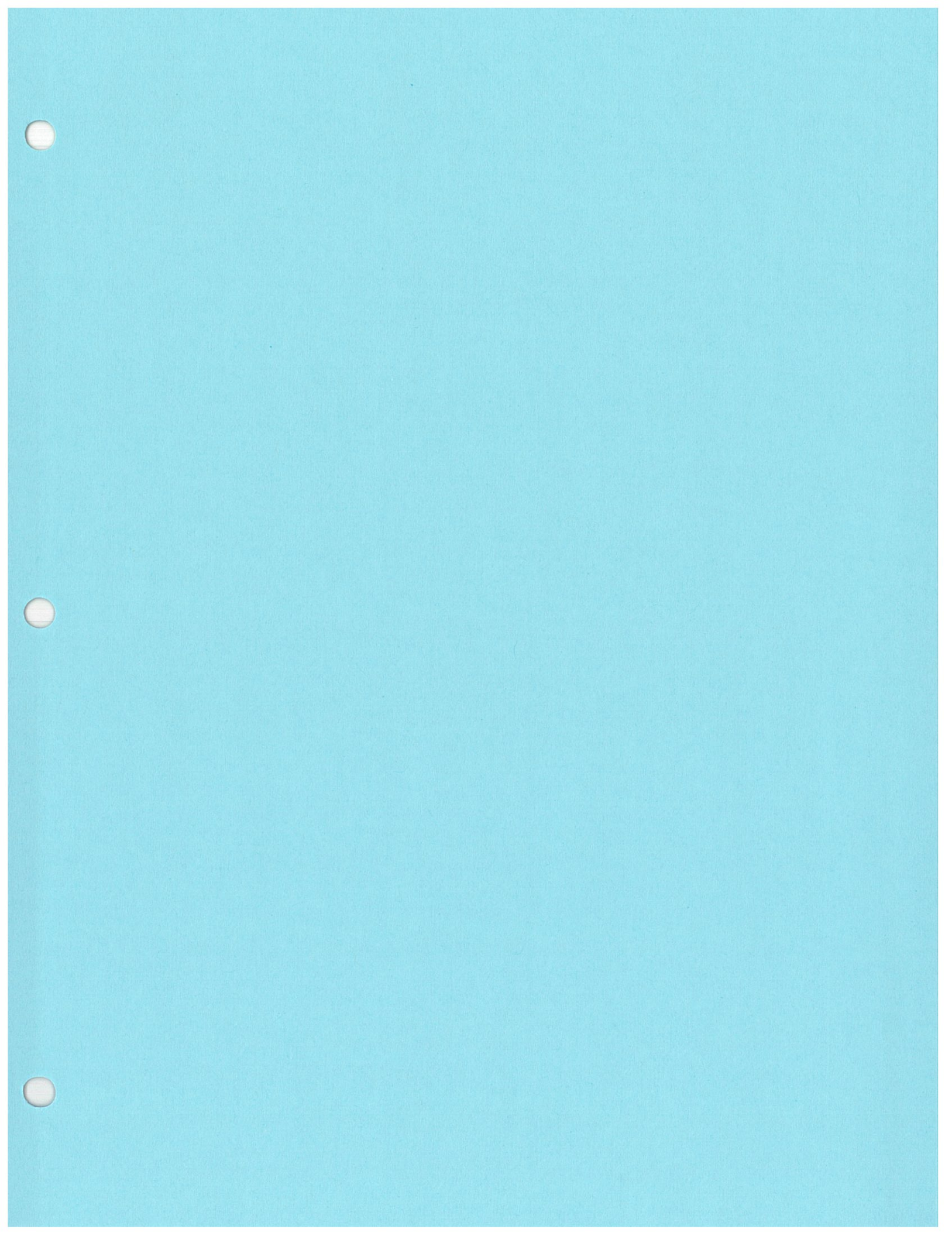
22 John Thormann - Orchid Cove – Commented that he does not understand why there is  
23 not a for-sale sign on the property where SFWMD will be staging to try to recoup some  
24 of the money from the purchase of the property. He also inquired if there were any lead  
25 pipes at the gun range. The Board responded that, to their knowledge, there are no lead  
26 pipes at the gun range.

27 Mr. Dorrill will work with Mr. McNamee to create a schedule of when to discuss the  
28 information from Mr. Ori's presentation during upcoming meetings. Mr. Kish emphasized  
29 that it must be addressed at the next meeting, as it was not discussed at all today.

30 Leo Ramos - Condo Owner - Asked about the status of adding gates. Mr. McNamee  
31 replied that the issue is currently on the back burner due to a lack of significant  
32 community interest.

1 **ADJOURNMENT**

- 2 The next meeting will be on February 21, 2024, at 9:30 a.m. **On a MOTION by Ms.**  
3 **Hansen and a second by Mr. McNamee, with all in favor, the meeting was**  
4 **adjourned at 11:33 a.m.**





*Florida Utility  
Solutions*

## **Wastewater Plant**

Received and treated  
2.28 million gallons in  
January

---

## **Water Plant**

Produced and  
distributed 3.77 million  
gallons in January

---

## **REUSE**

Distributed 12.07 million  
gallons in December

## **PORT OF THE ISLANDS CID**

**JANUARY 2025**

## **MONTHLY PLANT OPERATIONS REPORT**

**FEBRUARY 21ST, 2025 BOARD MEETING**



## **FLORIDA UTILITY SOLUTIONS**

15275 Collier Blvd.  
Suite 201-268  
Naples, Fl. 34119

239-435-0951

[www.floridautilitysolutions.com](http://www.floridautilitysolutions.com)

## 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

- 2.28 million gallons of wastewater received and treated in January

Water Treatment

- Produced and distributed 3.77 million gallons in January

Reuse

- Distributed 12.07 million gallons in January

<b>Performance Metrics</b>	<b>Current Month January 2025</b>	<b>Prior Month December 2024</b>
Wastewater treated	2,284,237	2,030,660
Sludge disposed - gallons	0	0
Reuse Water Pumped	12,067,019	11,525,031
Odor Complaints	0	0
Number of line breaks	1	0
Auto Flushers Flushed	9	9
Meters Read	0	857
Meters Re-read	0	0
<b>Consumables</b>	<b>Current Month</b>	<b>Prior Month</b>
Chlorine Usage	350	600
Water Usage Complaints	0	0

## Maintenance and Repair

### Preventive Maintenance

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

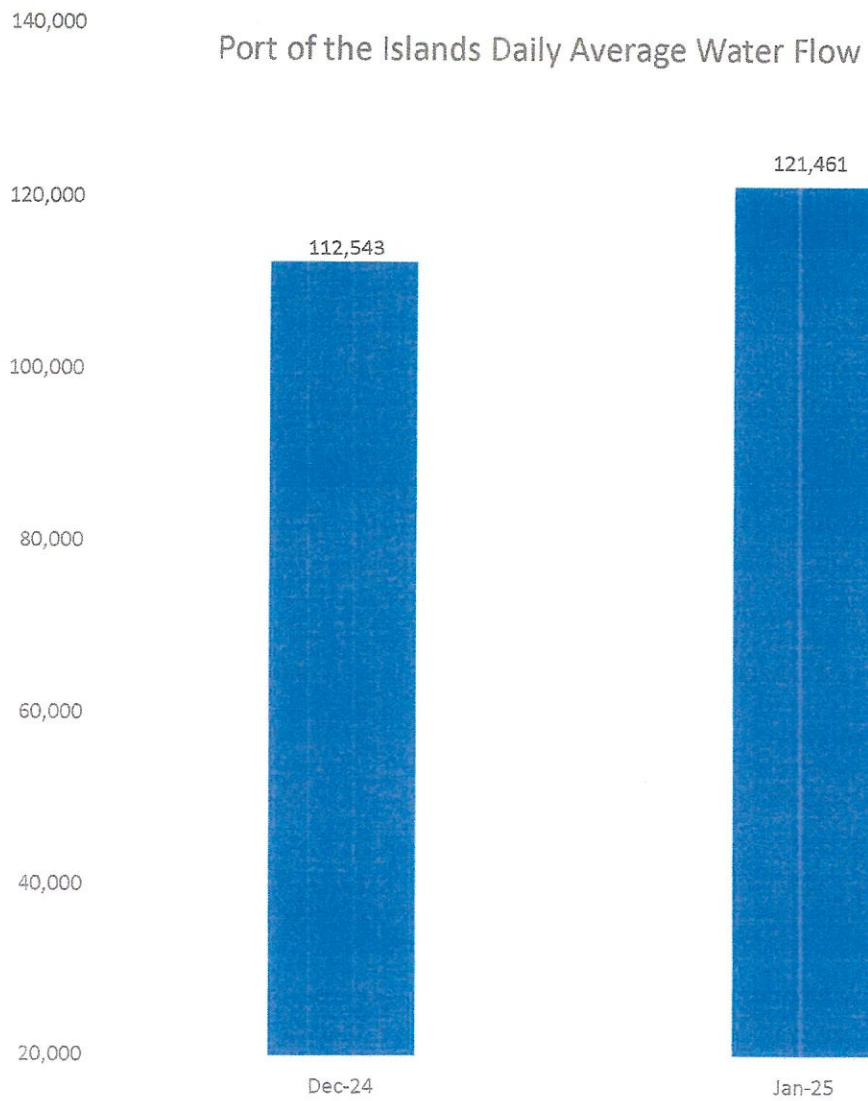
### Additional Maintenance

- Disassemble and remove booster pump & valve to have rebuilt
- Repaired a reuse leak near the plant
- Installed new meters for new construction

## Health & Safety

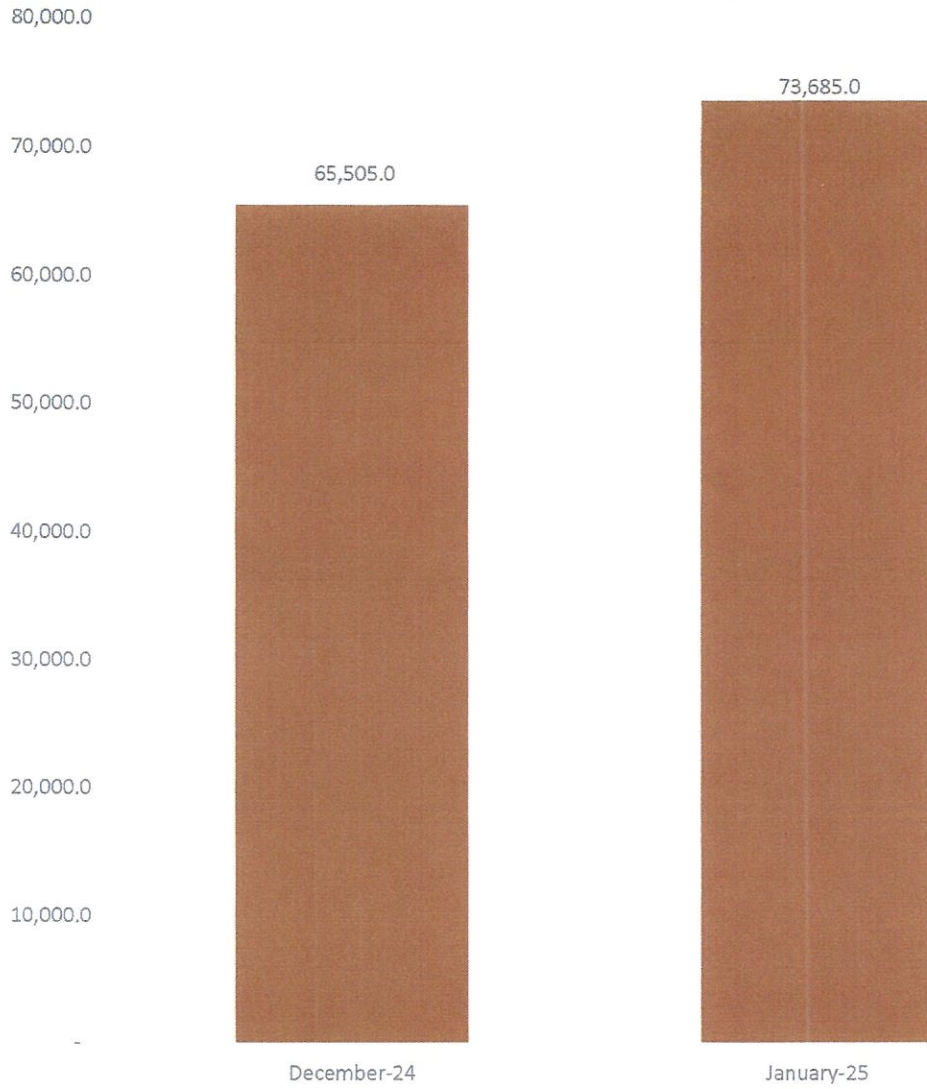
- Zero LTIs and OSHA recordable incidents occurred during the month
- Safety training includes daily tailgate talks concerning daily events –confined space, lightning safety, seatbelts, housekeeping, and other safety related concerns





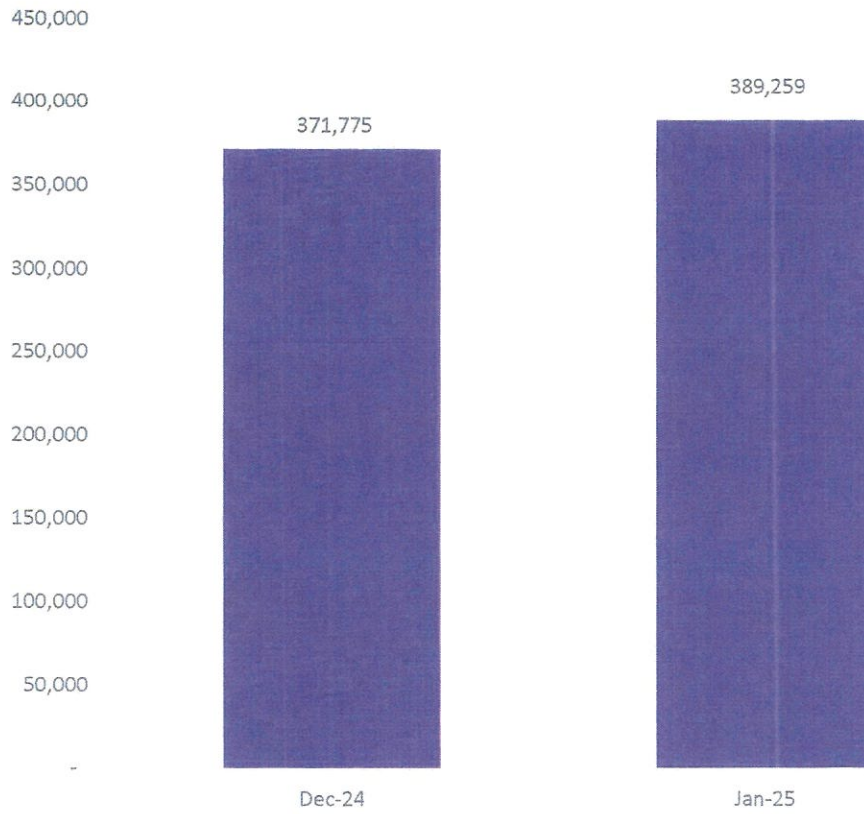
### Port of the Islands Drinking Water Monthly Flow Average

## Port of the Islands Wastewater Average Daily Flow

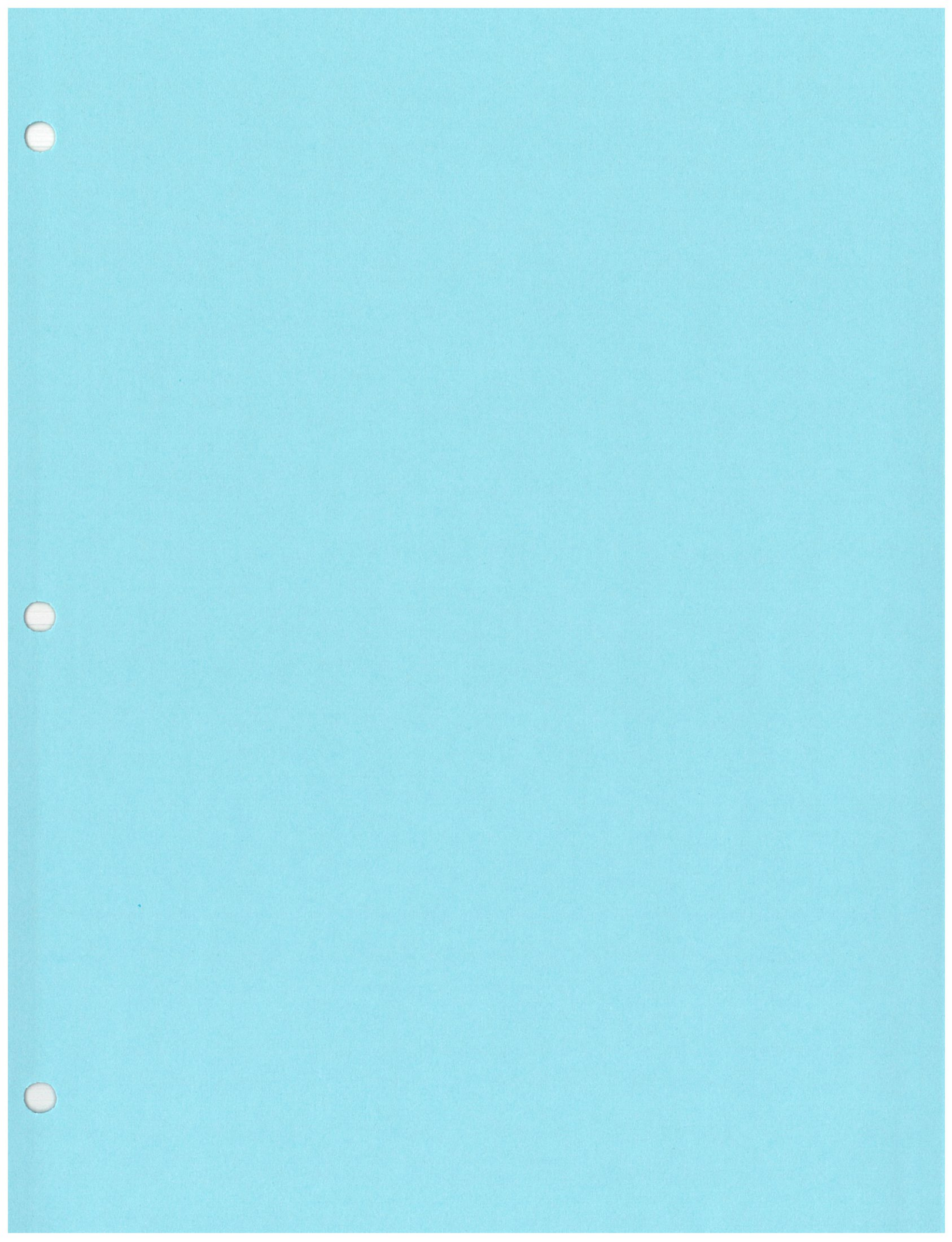


## Port of the Islands Wastewater Monthly Flow Average

## Port of the Islands Reuse Average Daily Flow



## Port of the Islands Reuse Monthly Flow Average



**Neil Dorrill**

---

**From:** Kevin Carter  
**Sent:** Wednesday, February 5, 2025 1:32 PM  
**To:** Neil Dorrill  
**Cc:** Office  
**Subject:** FW: POI Projects Status WWTP Permit FLA1411704 Improvement Action Items SI Proj. # 832-02-24  
**Attachments:** Port of Islands Heavy Metal Investigation 11272024.pdf

Attached is the quote from RMA to address permit condition b regarding investigation of arsenic in well. This is recommended by Johnson as RMA has done hydrologic work at POI in the past. I assume POICID can contract directly with RMA. If so, we should place on upcoming agenda.

Thanks

Kevin

**From:** Jared R. Brown <jrb@johnsoneng.com>  
**Sent:** Wednesday, February 5, 2025 12:29 PM  
**To:** James Elliott <jpelliot@source-inc.com>; Kevin Carter <Kevin@dmgfl.com>  
**Cc:** Ronald Leavitt <rleavitt@source-inc.com>  
**Subject:** RE: POI Projects Status WWTP Permit FLA1411704 Improvement Action Items SI Proj. # 832-02-24

Kevin,  
 The RMA proposal should address FDEP's item b. Can the CID contract directly with RMA?  
 -Jared

**From:** James Elliott <jpelliot@source-inc.com>  
**Sent:** Monday, January 27, 2025 3:26 PM  
**To:** Jared R. Brown <jrb@johnsoneng.com>; Kevin Carter <kevin@dmgfl.com>  
**Cc:** Ronald Leavitt <rleavitt@source-inc.com>  
**Subject:** RE: POI Projects Status WWTP Permit FLA1411704 Improvement Action Items SI Proj. # 832-02-24

Jared, yes, the RMA proposal should address #b, action item 2. Recommend the CID contract with RMA. Though SI should coordinate-monitor their work. Do not advise shopping around as RMA has a history of providing hydrogeologic work at POI. Jim

**From:** Jared R. Brown <jrb@johnsoneng.com>  
**Sent:** Monday, January 27, 2025 2:54 PM  
**To:** James Elliott <jpelliot@source-inc.com>; Kevin Carter <kevin@dmgfl.com>  
**Cc:** Ronald Leavitt <rleavitt@source-inc.com>  
**Subject:** RE: POI Projects Status WWTP Permit FLA1411704 Improvement Action Items SI Proj. # 832-02-24

Thanks for the update, Jim.

The attached proposal from RMA for \$17,890 should address #b, correct? If so, then the CID needs to either 1)engage RMA, 2) authorize us to use them as a subconsultant, or 3) cast a wider net and solicit

proposal from other qualified consultants. It is sort of a specialty so I don't see the CID getting a significantly lower fee by shopping it around, just my opinion.

Kevin, thoughts?

-Jared

**From:** James Elliott <[jpelliott@source-inc.com](mailto:jpelliott@source-inc.com)>

**Sent:** Monday, January 27, 2025 2:41 PM

**To:** Jared R. Brown <[jrb@johnsoneng.com](mailto:jrb@johnsoneng.com)>

**Cc:** Kevin Carter <[kevin@dmgfl.com](mailto:kevin@dmgfl.com)>; Matt Gillispie <[matt@floridautilitysolutions.com](mailto:matt@floridautilitysolutions.com)>; Ronald Leavitt <[rclavitt@source-inc.com](mailto:rclavitt@source-inc.com)>; Mitch Gilbert <[mitchgilbert@floridautilitysolutions.com](mailto:mitchgilbert@floridautilitysolutions.com)>

**Subject:** POI Projects Status WWTP Permit FLA1411704 Improvement Action Items SI Proj. # 832-02-24

Jared, the status of our POI WRF assignments is as follows;

- a) Permit action item 1. Relabel GWM wells to use correct ID's-complete and acknowledged by DEP,
- b) Action item 2. Complete investigation of causes of Arsenic in monitoring well, provide report due 8/1/25-RMA to do (not in SI contract), RMA proposal provided 11/27/24,
- c) Action item 3. Submit construction completion report for repairs to treatment trains-submitted to DEP partial completion report with request to extend the completion date to 3/31/25 with permit minor modification, no acknowledgement from DEP,
- d) Action item 4. Evaluate blend ratio w/ report & permit modification application-submitted 12/23/24, DEP provided "advance" notice of a RAI, SI is working on a response.
- e) Action item 5. Submit power outage & collection system action plans due 8/1/25, SI began work on plans.

Other POI Water System, submitted a test plan to discontinue ammonia sulfate disinfection for conversion to free chlorine. DEP to send letter of proposed test program approval. Let us know if you have any questions. Jim

November 27, 2024

Mr. Jim Elliott, P.E.  
Source, Inc.  
1334 Lafayette St  
Cape Coral, FL 34135

RE: Proposal for Heavy Metal Investigation at  
Area Proximal to Port of the Islands WWTP Reuse Well SPMW-5

Dear Mr. Elliott:

RMA Geologic Consultants, Inc. (RMA) is pleased to provide this scope of work and cost proposal for the heavy metal investigation for monitoring well SPMW-5 located proximal to the reuse water storage pond. Based on past review of the analytical data collected from SPMW-5, arsenic levels ranged from 0.75 milligrams per liter (mg/L) to 647 mg/L and lead levels ranged from 0.7 to 603 mg/L. Most of those levels detected were well above their respective Florida Department of Environmental Protection (FDEP) Groundwater Cleanup Target Levels of 10 mg/L and 15 mg/L, respectively. It is our understanding that the Port of the Island Community Improvement District (POICID) wastewater facility permit FLA141704-11 Section VI.1.2 requires an investigation to determine the cause (i.e. source/origin) and the extent of the contaminated area. Previous requests from POICID also included an evaluation of the potential impact, if any, to the POICID wellfield. The POICID wellfield provides groundwater from the surficial aquifer utilized by the water treatment plant for public water supply (PWS) to the POI community.

The proposed scope of services is described below.

### **SCOPE OF SERVICES**

Services to be provided are as follows:

- Task 1 – Historical Investigation and Update of Data.
- Task 2 – Soil and Groundwater Quality Investigation.
- Task 3 – Reporting.

#### **Task 1 – Historical Investigation and Update of Data**

RMA will review historical technical files to evaluate the data and laboratory reporting methods for inconsistencies, as applicable. The reuse storage pond was constructed proximally to a gun range. Historical aerial photographs will be reviewed to determine how long this range has been used and the probability of its effect on the area in question.

### **Task 2 – Soil and Groundwater Quality Investigation**

One soil profile boring will be installed within 10 feet of SPMW-5. In accordance with FDEP requirements for investigating the quality of surficial soil, soil samples will be collected from the interval between the land surface and 0.5 foot below land surface (BLS), from between 0.5 and two feet BLS, and from between two and four feet BLS. Samples will be collected and analyzed for arsenic and lead.

Two groundwater samples will be collected using direct push technology (DPT) approximately 50 feet upgradient (northeast) and 100 feet downgradient (southwest) of SPMW-5. Groundwater samples will be collected by pushing the DPT sampling tool to approximately 12 feet BLS. The screen will then be extended so that the screen will be between approximately 8 and 12 feet BLS. The groundwater samples will be analyzed for total and dissolved arsenic and lead. Groundwater samples will be collected in accordance with requirements specified in the FDEP sampling Standard Operating Procedures (SOPs).

### **Task 3 - Reporting**

The methods, procedures, results, and interpretation will be presented in a letter report to be provided to Source for review and comments. The report will include detailed figures illustrating sample locations, contaminant concentrations, and applicable interpretation. All data and interpretation will be both illustrated and provided in the report. The report will be updated after addressing comments from Source and POICID for submittal to the FDEP in compliance with the Schedule Item 2. Reasonable responses and support for applicable FDEP requests for additional information will be provided.

### **Cost and Schedule**

The cost to complete the proposed investigation is \$17,890.

We anticipate completing the field work within about 4 weeks of authorization. A final report would follow within 8 weeks of completion of the field investigation. It should be noted that since this area is not owned by POICID, written permission to conduct this investigation will be needed from the owning entity (Loulard, LLC for the area west of SPMW-5) and the downgradient vacant parcel (Linsay J Case).

If these terms are acceptable to you, please sign the terms and conditions page, and return this agreement back to RMA.

### **Terms and Conditions for Professional Environmental Services**

Neither RMA GeoLogic Consultants, Inc. nor its agents or subcontractors shall be liable for any damages, direct or consequential, which may occur to any underground structures, tanks, pipes, pipelines, and lines which are either hidden and undisclosed or



Mr. Jim Elliott, P.E.  
November 27, 2024  
Page 3

open and obvious. The Client agrees to indemnify RMA GeoLogic Consultants, Inc. for any such damages.

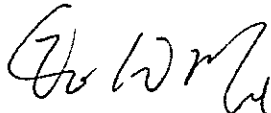
Indemnification for Pollution Related Claims; In view of the uncertainties involved in solving environmental problems, the abnormal degree of risks of claims imposed upon the CONSULTANT in performing such services, and the unavailability of adequate and affordable liability insurance, for \$10.00 and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the CLIENT agrees to indemnify the CONSULTANT as follows:

For claims involving pollution, toxic substances, asbestos, or hazardous wastes, CLIENT agrees to release, indemnify and hold harmless CONSULTANT and its officers, directors, employees, agents, consultants and subcontractors from all liability, claims, demands, damages, losses, and expense, including, but not limited to, claims of CLIENT and other persons and organizations, reasonable fees and expenses of attorneys and consultants, and court costs, arising out of the performance of the Agreement. Such indemnification includes claims which arise out of the actual, alleged, or threatened dispersal, escape, or release of chemicals, wastes, liquids, or gases which are irritants, contaminants or pollutants, or the failure to detect the presence of such. All soils, sediments, water and other toxic or hazardous waste material remain the property of the OWNER and not the consultant during their storage, transport and disposal. This paragraph shall not apply if CONSULTANTS grossly negligent acts or omissions or intentional misconduct or willful disregard of its obligations caused the claim. In no event shall CONSULTANT'S aggregate liability exceed \$100,000 (One Hundred Thousand Dollars).

A final invoice will be issued upon completion of the project. Final payment is due within 30 days of the invoice date. Late invoices will be charged at a rate of 2% per month beyond 30 days. In the unfortunate event that legal action is necessary to collect unpaid invoices, costs incurred in the legal collection process will be paid by the Client.

This authorization constitutes a legal contract under the Laws of the State of Florida. The undersigned parties have reviewed this document and agree to the scope of services to be provided and all terms of the contract.

RMA GeoLogic Consultants, Inc.



Donald W. Mayne

Source, Inc

Jim Elliott, P.E.

Port of the Islands  
Past Due Customers

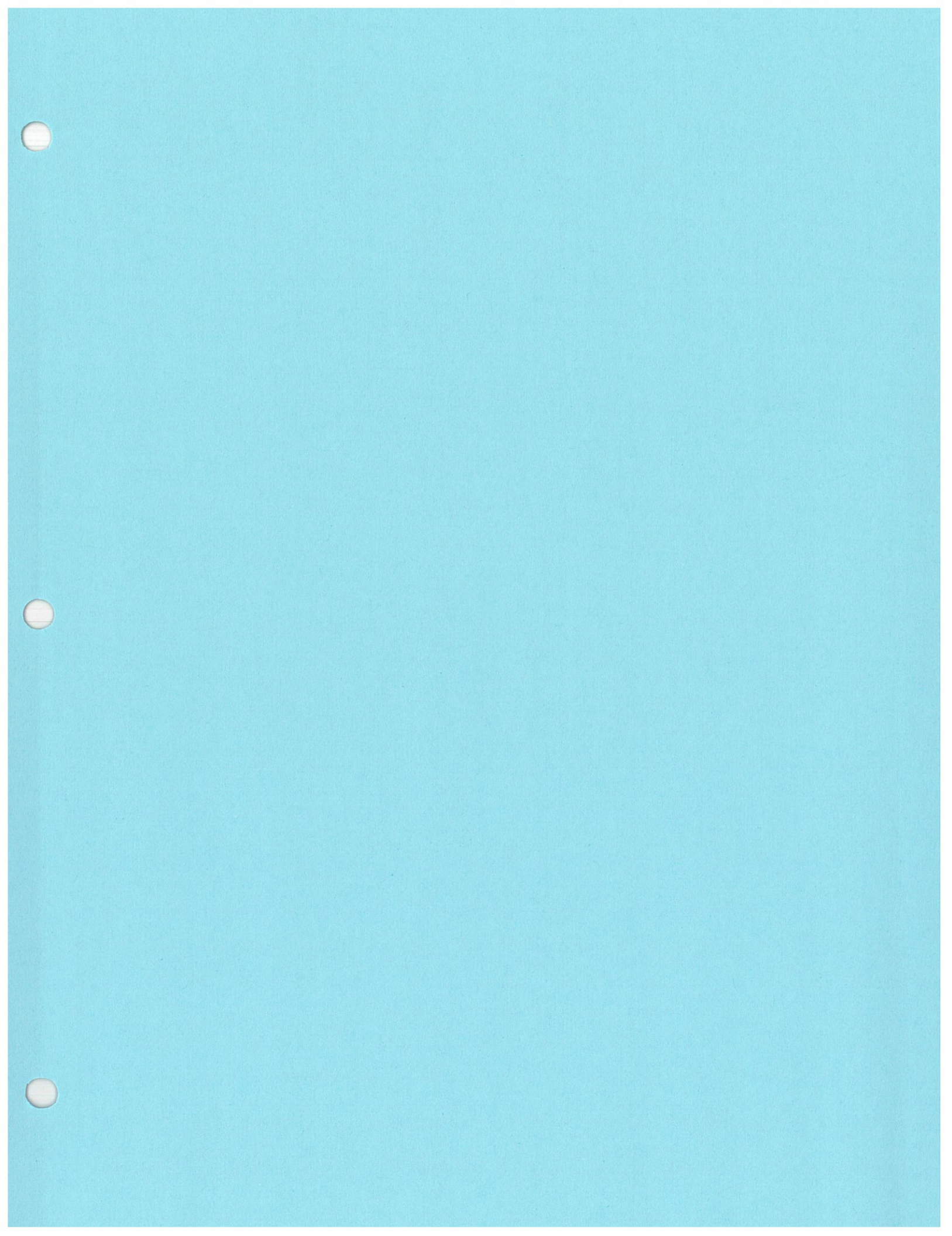
Account Type All  
Account Category All  
Route: All  
Past Due Days 90  
Status Inactive  
Exclude Payment Plans False

Route	Sort	Account #	Customer Name	Status	Parcel #	Service Address	Aged Days	Past Due Amt.	Total Balance	Deposit Balance	Last Pymt. Date	Last Pymt. Amount	Meter #	Meter Type	Pay Plan
K100	0	90880	DIVICO, ROBERT	Inactive	30438	172 VENUS CAY	150	57.90	98.24	0.00	12/20/2024	65.34	22986416	RG	No
K100	0	90696	MCCORMACK-WALDO, KELLY/JULIENNE	Inactive	30353	257 STELLA MARIS DR S	515	377.74	377.74	0.00	04/19/2023	266.14	22986542	RG	No
K100	0	91059	PETERSON, LARRY	Inactive	30564	273 STELLA MARIS DR S	515	120.20	120.20	0.00	04/17/2023	68.68	22986545	RG	No
K100	0	90149	DEPERT, DEAN	Inactive	30595	172 CAVS DR	705	26.47	26.47	50.00	08/14/2023	50.00	22986383	RG	No
K100	0	91088-190	OPTIONONE BUILDERS	Inactive	30628	190 SUNSET CAY	705	145.89	145.89	0.00			22986665	RG	No
K100	0	91144	DANIEL, TAYLOR	Inactive	30628	190 SUNSET CAY	705	1,141.86	1,141.86	0.00			22986665	RG	No
K200	0	90086	HARPER, LINDA	Inactive	30040	221 SUNRISE CAY APT 204	515	8.59	8.59	0.00			22986692	RG	No
K200	0	90700	MARK TAYLOR, DONALD	Inactive	30355	365 STELLA MARIS DR N APT 2905	705	621.15	621.15	0.00			22986576	RG	No
K200	0	90842	QUALLS, TED	Inactive	30554	370 STELLA MARIS DR N APT 2501	705	347.19	347.19	0.00			22986678	RG	No
K200	0	90854	VERSPYCK, JOHN/RUTH	Inactive	30425	385 STELLA MARIS DR N APT 2705	705	17.18	17.18	0.00			22986614	RG	No
K200	0	90886	WARD, KEN	Inactive	30425	385 STELLA MARIS DR N APT 2705	705	114.53	114.53	0.00			22986614	RG	No
K200	0	90992	VALDES-MERCED, EMILY	Inactive	30588	375 STELLA MARIS DR N APT 2803	705	79.53	79.53	0.00			22986600	RG	No
K200	0	91030	GULLO, GARY & GINA	Inactive	30544	179 EVENINGSTAR CAY	705	1,833.86	1,833.86	0.00			22986955	IR	No
K200	0	91065	KING, CHRISTOPHER/LORI	Inactive	30569	380 STELLA MARIS DR N APT 2603	705	94.45	94.45	0.00			22986619	RG	No
K300	0	91124	CASTRO, DANIEL	Inactive	30610	254 NEWPORT DR APT 403	357	68.68	68.68	0.00	01/22/2024	824.16	22986248	RG	No
K300	0	90503	SCHWAB, TRACY	Inactive	30269	162 NEWPORT DR APT 1207	395	44.44	44.44	0.00	01/04/2024	50.00	22986325	RG	No
K300	0	90888	MITCHUSSON, KYLE	Inactive	30444	230 NEWPORT DR APT 602	409	17.17	17.17	0.00	12/12/2023	51.51	22986242	RG	No
K300	0	100010	JOHNSON, CRAIG	Inactive	30561	123 NEWPORT DR	508	622.80	622.80	0.00	09/11/2023	297.33	22986908	RG	No
K300	0	90997	CARSON, ARVOUS L	Inactive	30047	290 NEWPORT DR APT 105	515	0.10	0.10	50.00	09/18/2023	10.00	22986235	RG	No
K300	0	90203	FRONHEISER-GLANTZ, JANA	Inactive	30110	104 MORNING STAR CAY	515	107.25	107.25	50.00	08/14/2023	50.00	22986898	RG	No
K300	0	90641	TUCKER, ROBERT	Inactive	30342	278 NEWPORT DR APT 201	515	8.59	8.59	0.00	09/22/2023	77.27	22986184	RG	No

Port of the Islands  
Past Due Customers

Account Type All  
Account Category All  
Route: All  
Past Due Days 90  
Status Inactive  
Exclude Payment Plans False

Route	Sort	Account #	Customer Name	Status	Parcel #	Service Address	Aged Days	Past Due Amt.	Total Balance	Deposit Balance	Last Pymt. Date	Last Pymt. Amount	Meter #	Meter Type	Pay Plan	
K300	0	91055	ALLEN, PAULETTE	Inactive	30561	123 NEWPORT DR	515	235.44	235.44	0.00	04/17/2023	320.58	22986908	RG	No	
K300	0	90713	FOX, MICHAEL	Inactive	30561	123 NEWPORT DR	705	198.57	198.57	0.00			22986908	RG	No	
K300	0	90769	RIVERA, ADRIAN & JAYNE	Inactive	30382	182 NEWPORT DR APT 1012	705	110.21	110.21	0.00	03/15/2024	17.17	22986171	RG	No	
K300	0	90956	MASON, MICHELL	Inactive	30496	218 NEWPORT DR APT 702	705	77.27	77.27	0.00			22986297	RG	No	
K300	0	91068	DEKANOIDZE, DR MARIKA	Inactive	30572	194 NEWPORT DR APT 903	705	94.45	94.45	0.00			22986162	RG	No	
K400	0	90615	WILDERMUTH, WADE	Inactive	30333	25057 PEACOCK LN APT 101	515	42.93	42.93	0.00	04/17/2023	60.10	22986280	RG	No	
K400	0	91086	ZORE, ROSEMARY	Inactive	30586	302 NEWPORT DR APT 1507	515	180.29	180.29	0.00	05/05/2023	171.71	22986259	RG	No	
K400	0	90512	SIANO, JAMES	Inactive	30275	326 NEWPORT DR APT 1711	705	113.12	113.12	50.00	08/14/2023	50.00	22986823	RG	No	
K400	0	91017	DOBEK, LESHEK	Inactive	30685	25089 PEACOCK LN APT 202	705	68.69	68.69	0.00			22986844	RG	No	
K400	0	91121	TRANCHAND, ADRIANNE	Inactive	30627	25085 PEACOCK LN APT 202	705	12.37	12.37	0.00			22986815	RG	No	
UNK	0	90134	CROWELL, CAROLYN	Inactive	30066	191 CAYS DR	454	409.01	409.01	0.00	01/08/2024	245.57	22986380	RG	No	
UNK	0	90002	ADAMS, RICHARD	Inactive	30661	108 MORNING STAR CAY	705	751.49	751.49	0.00			22986376	RG	No	
<b>Total</b>									<b>Count: 33</b>	<b>8,149.41</b>	<b>8,189.75</b>					



November 27, 2024

Mr. Jim Elliott, P.E.  
Source, Inc.  
1334 Lafayette St  
Cape Coral, FL 34135

RE: Proposal for Heavy Metal Investigation at  
Area Proximal to Port of the Islands WWTP Reuse Well SPMW-5

Dear Mr. Elliott:

RMA Geologic Consultants, Inc. (RMA) is pleased to provide this scope of work and cost proposal for the heavy metal investigation for monitoring well SPMW-5 located proximal to the reuse water storage pond. Based on past review of the analytical data collected from SPMW-5, arsenic levels ranged from 0.75 milligrams per liter (mg/L) to 647 mg/L and lead levels ranged from 0.7 to 603 mg/L. Most of those levels detected were well above their respective Florida Department of Environmental Protection (FDEP) Groundwater Cleanup Target Levels of 10 mg/L and 15 mg/L, respectively. It is our understanding that the Port of the Island Community Improvement District (POICID) wastewater facility permit FLA141704-11 Section VI.1.2 requires an investigation to determine the cause (i.e. source/origin) and the extent of the contaminated area. Previous requests from POICID also included an evaluation of the potential impact, if any, to the POICID wellfield. The POICID wellfield provides groundwater from the surficial aquifer utilized by the water treatment plant for public water supply (PWS) to the POI community.

The proposed scope of services is described below.

### **SCOPE OF SERVICES**

Services to be provided are as follows:

- Task 1 – Historical Investigation and Update of Data.
- Task 2 – Soil and Groundwater Quality Investigation.
- Task 3 – Reporting.

#### **Task 1 – Historical Investigation and Update of Data**

RMA will review historical technical files to evaluate the data and laboratory reporting methods for inconsistencies, as applicable. The reuse storage pond was constructed proximally to a gun range. Historical aerial photographs will be reviewed to determine how long this range has been used and the probability of its effect on the area in question.

### **Task 2 – Soil and Groundwater Quality Investigation**

One soil profile boring will be installed within 10 feet of SPMW-5. In accordance with FDEP requirements for investigating the quality of surficial soil, soil samples will be collected from the interval between the land surface and 0.5 foot below land surface (BLS), from between 0.5 and two feet BLS, and from between two and four feet BLS. Samples will be collected and analyzed for arsenic and lead.

Two groundwater samples will be collected using direct push technology (DPT) approximately 50 feet upgradient (northeast) and 100 feet downgradient (southwest) of SPMW-5. Groundwater samples will be collected by pushing the DPT sampling tool to approximately 12 feet BLS. The screen will then be extended so that the screen will be between approximately 8 and 12 feet BLS. The groundwater samples will be analyzed for total and dissolved arsenic and lead. Groundwater samples will be collected in accordance with requirements specified in the FDEP sampling Standard Operating Procedures (SOPs).

### **Task 3 - Reporting**

The methods, procedures, results, and interpretation will be presented in a letter report to be provided to Source for review and comments. The report will include detailed figures illustrating sample locations, contaminant concentrations, and applicable interpretation. All data and interpretation will be both illustrated and provided in the report. The report will be updated after addressing comments from Source and POICID for submittal to the FDEP in compliance with the Schedule Item 2. Reasonable responses and support for applicable FDEP requests for additional information will be provided.

### **Cost and Schedule**

The cost to complete the proposed investigation is \$17,890.

We anticipate completing the field work within about 4 weeks of authorization. A final report would follow within 8 weeks of completion of the field investigation. It should be noted that since this area is not owned by POICID, written permission to conduct this investigation will be needed from the owning entity (Louland, LLC for the area west of SPMW-5) and the downgradient vacant parcel (Linsay J Case).

If these terms are acceptable to you, please sign the terms and conditions page, and return this agreement back to RMA.

### **Terms and Conditions for Professional Environmental Services**

Neither RMA GeoLogic Consultants, Inc. nor its agents or subcontractors shall be liable for any damages, direct or consequential, which may occur to any underground structures, tanks, pipes, pipelines, and lines which are either hidden and undisclosed or

open and obvious. The Client agrees to indemnify RMA GeoLogic Consultants, Inc. for any such damages.

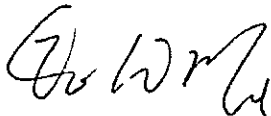
Indemnification for Pollution Related Claims; In view of the uncertainties involved in solving environmental problems, the abnormal degree of risks of claims imposed upon the CONSULTANT in performing such services, and the unavailability of adequate and affordable liability insurance, for \$10.00 and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the CLIENT agrees to indemnify the CONSULTANT as follows:

For claims involving pollution, toxic substances, asbestos, or hazardous wastes, CLIENT agrees to release, indemnify and hold harmless CONSULTANT and its officers, directors, employees, agents, consultants and subcontractors from all liability, claims, demands, damages, losses, and expense, including, but not limited to, claims of CLIENT and other persons and organizations, reasonable fees and expenses of attorneys and consultants, and court costs, arising out of the performance of the Agreement. Such indemnification includes claims which arise out of the actual, alleged, or threatened dispersal, escape, or release of chemicals, wastes, liquids, or gases which are irritants, contaminants or pollutants, or the failure to detect the presence of such. All soils, sediments, water and other toxic or hazardous waste material remain the property of the OWNER and not the consultant during their storage, transport and disposal. This paragraph shall not apply if CONSULTANTS grossly negligent acts or omissions or intentional misconduct or willful disregard of its obligations caused the claim. In no event shall CONSULTANT'S aggregate liability exceed \$100,000 (One Hundred Thousand Dollars).

A final invoice will be issued upon completion of the project. Final payment is due within 30 days of the invoice date. Late invoices will be charged at a rate of 2% per month beyond 30 days. In the unfortunate event that legal action is necessary to collect unpaid invoices, costs incurred in the legal collection process will be paid by the Client.

This authorization constitutes a legal contract under the Laws of the State of Florida. The undersigned parties have reviewed this document and agree to the scope of services to be provided and all terms of the contract.

RMA GeoLogic Consultants, Inc.



Donald W. Mayne

Source, Inc

Jim Elliott, P.E.





Port of the Islands CID

FINANCIAL STATEMENTS

December 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 December 31, 2024**

**Assets**

	Operating	Water and Sewer	Total
<b>Current Assets</b>			
Checking	\$ 4,073,478.08	\$ 0.00	\$ 4,073,478.08
Checking - Water/Sewer	0.00	1,317,770.98	1,317,770.98
Undeposited Cash (WS)	0.00	3,875.11	3,875.11
Accounts Receivable	0.00	42,934.29	42,934.29
Due To/From 001/202	0.00	329,920.40	329,920.40
Due To/From 001/202	(329,920.40)	0.00	(329,920.40)
Prepaid Items	27,717.25	27,717.25	55,434.50
<b>Total Current Assets</b>	<u>3,771,274.93</u>	<u>1,722,218.03</u>	<u>5,493,492.96</u>
<b>Property and Equipment</b>			
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	521,557.99	521,557.99
Less Accumulated Depreciation	0.00	(8,919,537.38)	(8,919,537.38)
<b>Net Property and Equipment</b>	<u>583,847.00</u>	<u>7,733,236.79</u>	<u>8,317,083.79</u>
<b>Total Assets</b>	<u>\$ 4,355,121.93</u>	<u>\$ 9,455,454.82</u>	<u>\$ 13,810,576.75</u>

**Liabilities and Fund Balance**

	Operating	Water and Sewer	Total
<b>Current Liabilities</b>			
Accounts Payable	\$ 155,761.93	\$ 0.00	\$ 155,761.93
Utility Customer Deposits	0.00	16,400.00	16,400.00
<b>Total Current Liabilities</b>	<u>155,761.93</u>	<u>16,400.00</u>	<u>172,161.93</u>
<b>Long-Term Liabilities</b>			
<b>Total Long-Term Liabilities</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Liabilities</b>	<u>155,761.93</u>	<u>16,400.00</u>	<u>172,161.93</u>
<b>Fund Balances</b>			
Unreserved Fund Balance	3,673,116.25	8,899,233.56	12,572,349.81
Retained Earnings	526,243.75	539,821.26	1,066,065.01
<b>Total Fund Balance</b>	<u>4,199,360.00</u>	<u>9,439,054.82</u>	<u>13,638,414.82</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 4,355,121.93</u>	<u>\$ 9,455,454.82</u>	<u>\$ 13,810,576.75</u>

**Port of the Islands CID**  
**Statement of Revenues & Expenses - OPERATIONS & MAINTENANCE**  
**For the Period Ending**

December 31, 2024

**General Fund**

	Current Period Actual	Current Period		YTD		YTD Budget	Variance	Annual Budget
		Budget		Actual				
<b>Revenue</b>								
Interest Income	\$ 13,873	\$ 12,500	\$ 37,413	\$ 37,500	\$ (87)	\$ 150,000		
Special Assmnts- Tax Collector	457,914	73,196	607,193	219,589	387,604	878,355		
Interest - Tax Collector	0	25	0	75	(75)	300		
Special Assmnts-Discounts	0	(3,750)	0	(11,250)	11,250	(45,000)		
<b>Total Revenue</b>	<b>471,787</b>	<b>81,971</b>	<b>644,606</b>	<b>245,914</b>	<b>398,692</b>	<b>983,655</b>		
<b>Expenses</b>								
<b>Administrative</b>								
P/R-Board Of Supervisors	500	500	1,500	1,500	0	6,000		
Employment Taxes	38	38	115	113	2	450		
P/R - Processing Fees	19	42	74	125	(51)	500		
County Property Tax	0	0	26,080	0	26,080	0		
Profserv-Engineering	1,612	2,083	3,720	6,250	(2,530)	25,000		
Profserv-Legal Services	1,243	2,083	5,033	6,250	(1,217)	25,000		
Profserv-Mgmt Consulting Serv	3,877	3,875	11,630	11,625	5	46,500		
Profserv-Property Appraiser	0	225	2,763	675	2,088	2,700		
Auditing Services	0	292	0	875	(875)	3,500		
Rentals & Leases	0	58	188	175	13	700		
Postage And Freight	171	42	171	125	46	500		
Insurance - General Liability	0	1,000	2,520	3,000	(480)	12,000		
Insurance - Worker's Compensation	0	0	2,000	0	2,000	0		
Printing & Binding	0	17	0	50	(50)	200		
Legal Advertising	174	417	733	1,250	(517)	5,000		
Special Services	1,758	500	9,266	1,500	7,766	6,000		
Misc-Assessment Collection Cost	9,158	583	12,144	1,750	10,394	7,000		
Misc-District Website	31	300	211	900	(689)	3,600		
Annual District Filing Fee	0	15	0	44	(44)	175		
<b>Total Administrative</b>	<b>18,581</b>	<b>12,070</b>	<b>78,148</b>	<b>36,207</b>	<b>41,941</b>	<b>144,825</b>		

**Port of the Islands CID**  
**Statement of Revenues & Expenses - OPERATIONS & MAINTENANCE**  
**For the Period Ending**

December 31, 2024

**General Fund**

	Current Period		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget		
<u>Operations &amp; Maintenance</u>						
Contracts-Field Services	2,717	417	2,717	1,250	1,467	5,000
Electricity-Streetlighting	2,843	2,500	8,453	7,500	953	30,000
R&M-Renewal & Replacement	0	417	0	1,250	(1,250)	5,000
R&M-Grounds	620	2,083	620	6,250	(5,630)	25,000
R&M-Storm Water Drainage	0	417	0	1,250	(1,250)	5,000
<b>Total Operations &amp; Maintenance</b>	<b>6,180</b>	<b>5,834</b>	<b>11,790</b>	<b>17,500</b>	<b>-5,710</b>	<b>70,000</b>
<u>Landscaping &amp; Irrigation</u>						
Contracts-Landscape	7,787	7,833	23,361	23,500	(139)	94,000
Utility-Irrigation	0	1,250	1,029	3,750	(2,721)	15,000
R&M-Irrigation	3,480	833	3,480	2,500	980	10,000
<b>Total Landscaping &amp; Irrigation</b>	<b>11,267</b>	<b>9,916</b>	<b>27,870</b>	<b>29,750</b>	<b>-1,880</b>	<b>119,000</b>
<u>Lakes &amp; Ponds</u>						
Contracts-Lakes	370	167	555	500	55	2,000
<b>Total Lakes &amp; Ponds</b>	<b>370</b>	<b>167</b>	<b>555</b>	<b>500</b>	<b>55</b>	<b>2,000</b>
<u>Roads &amp; Sidewalks</u>						
R&M-Signage	0	25	0	75	(75)	300
R&M-Roads & Alleyways	0	833	0	2,500	(2,500)	10,000
<b>Total Roads &amp; Sidewalks</b>		<b>858</b>		<b>2,575</b>	<b>-2,575</b>	<b>10,300</b>
<u>Mosquito Control</u>						
Contracts-Mosquito Treatment	0	417	0	1,250	(1,250)	5,000
Contracts-Mosquito Spray	0	833	0	2,500	(2,500)	10,000
<b>Total Mosquito Control</b>		<b>1,250</b>		<b>3,750</b>	<b>-3,750</b>	<b>15,000</b>

**Port of the Islands CID**  
**Statement of Revenues & Expenses - OPERATIONS & MAINTENANCE**  
**For the Period Ending**

December 31, 2024

*General Fund*

	Current Period		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget		
<u>Capital Expenditures &amp; Projects</u>						
Capital Outlay - Landscape	0	8,333	0	25,000	(25,000)	100,000
Contingency	0	10,752	0	32,255	(32,255)	129,020
Capital Reserve	0	32,793	0	98,378	(98,378)	393,510
<b>Total Capital Expenditures &amp; Projects</b>		<b>51,878</b>		<b>155,633</b>	<b>-155,633</b>	<b>622,530</b>
<b>Total Expenditures</b>	<b>36,398</b>	<b>81,973</b>	<b>118,363</b>	<b>245,915</b>	<b>(127,552)</b>	<b>983,655</b>

Other Financing Sources (Uses)

Other Sources

Other Financing Sources (Uses)

Other Sources

Other Uses

Revenue (Over) Under Expenses \$	435,389 \$	(2) \$	526,243 \$	(1) \$	526,244 \$	0
----------------------------------	------------	--------	------------	--------	------------	---

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

December 31, 2024

**Water/Sewer**

	Current Period	Current Period	YTD	YTD	Variance	Annual Budget
	Actual	Budget	Actual	Budget		
<b>Revenue</b>						
Interest Income	4,616 \$	3,333 \$	13,911 \$	10,000 \$	3,911 \$	40,000
Water Revenue	12,515	8,333	23,372	25,000	(1,628)	100,000
Sewer Revenue	15,868	8,333	31,630	25,000	6,630	100,000
Irrigation Fees	33,651	12,917	53,332	38,750	14,582	155,000
Meter Fees	2,400	250	2,420	750	1,670	3,000
Special Assmnts- Tax Collector	528,446	86,895	705,663	260,684	444,979	1,042,738
Interest - Tax Collector	0	50	0	150	(150)	600
Special Assmnts-Discounts	15,167	(3,476)	15,167	(10,428)	25,595	(41,710)
Other Miscellaneous Revenues	(45)	417	1,970	1,250	720	5,000
<b>Total Revenue</b>	<b>612,618</b>	<b>117,052</b>	<b>847,465</b>	<b>351,156</b>	<b>496,309</b>	<b>1,404,628</b>

**Expenses**

<b>Administrative</b>						
P/R-Board Of Supervisors	500	500	1,500	1,500	0	6,000
Employment Taxes	38	33	115	100	15	400
P/R - Processing Fees	19	42	74	125	(51)	500
Profserv-Engineering	15,774	1,667	15,774	5,000	10,774	20,000
Profserv-Legal Services	1,243	2,083	5,033	6,250	(1,217)	25,000
Profserv-Mgmt Consulting Serv	3,877	3,875	11,630	11,625	5	46,500
Profserv-Property Appraiser	0	167	2,763	500	2,263	2,000
Auditing Services	0	333	0	1,000	(1,000)	4,000
Postage And Freight	0	17	0	50	(50)	200
Insurance - General Liability	0	1,000	2,520	3,000	(480)	12,000
Printing & Binding	0	17	0	50	(50)	200
Legal Advertising	0	100	0	300	(300)	1,200
Special Services	0	0	2,750	0	2,750	0
Utility Billing Postage & Supplies	566	0	658	0	658	0
Misc-Assessmnt Collection Cost	10,872	2,083	14,417	6,250	8,167	25,000
Office Supplies	0	58	166	175	(9)	700
Telephone - Utility Operations	315	333	944	1,000	(56)	4,000
<b>Total Administrative</b>	<b>33,204</b>	<b>12,308</b>	<b>58,344</b>	<b>36,925</b>	<b>21,419</b>	<b>147,700</b>

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

December 31, 2024

**Water/Sewer**

	Current Period		YTD		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget	Budget			
<u>Water-Sewer Comb Services</u>								
Utility - Electricity	7,439	8,333	19,393	25,000		(5,607)	100,000	
Contracts-Utility Operations	29,329	31,417	87,986	94,250		(6,264)	377,000	
Contracts-Utility Billing	3,650	250	7,322	750		6,572	3,000	
Contracts-Generator Maint	0	250	2,873	750		2,123	3,000	
R&M-Lift Station	0	833	0	2,500		(2,500)	10,000	
R&M-Potable Water Lines	0	1,000	255	3,000		(2,745)	12,000	
R&M-Water Plant	18,043	3,333	19,128	10,000		9,128	40,000	
R&M-Waste Water Plant	0	2,083	0	6,250		(6,250)	25,000	
R&M-Sewer Lines	0	417	0	1,250		(1,250)	5,000	
R&M-Instrumentation	150	417	1,899	1,250		649	5,000	
Misc-Licenses & Permits	0	83	5,200	250		4,950	1,000	
Compliance Sampling	1,392	1,667	4,175	5,000		(825)	20,000	
Chemicals-Water Operations	1,735	2,917	2,932	8,750		(5,818)	35,000	
Chemicals-Wastewater Operations	982	2,083	1,675	6,250		(4,575)	25,000	
Sludge Disposal	6,300	1,667	6,300	5,000		1,300	20,000	
Reserves - Water & Sewer System	0	20,000	0	60,000		(60,000)	240,000	
<b>Total Water-Sewer Comb Services</b>	<b>69,020</b>	<b>76,750</b>	<b>159,138</b>	<b>230,250</b>		<b>-71,112</b>	<b>921,000</b>	
<u>Capital Expenditures &amp; Projects</u>								
Capital Outlay	0	20,833	9,401	62,500		(53,099)	250,000	
Capital Outlay-Utility Meter Replacement	0	0	13,887	0		13,887	0	
Capital Outlay-WWTP	66,875	0	66,875	0		66,875	0	
Contingency	0	7,161	0	21,482		(21,482)	85,928	
<b>Total Capital Expenditures &amp; Projects</b>	<b>66,875</b>	<b>27,994</b>	<b>90,163</b>	<b>83,982</b>		<b>6,181</b>	<b>335,928</b>	
<b>Total Expenditures</b>	<b>169,099</b>	<b>117,052</b>	<b>307,645</b>	<b>351,157</b>		<b>(43,512)</b>	<b>1,404,628</b>	
<b>Revenue (Over) Under Expenses</b>	<b>\$ 443,519</b>	<b>\$ 0</b>	<b>\$ 539,820</b>	<b>\$ (1)</b>		<b>\$ 539,821</b>	<b>\$ 0</b>	