



Port of the Islands

COMMUNITY IMPROVEMENT DISTRICT

December 19, 2025

MEETING AGENDA

**PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT
REGULAR BOARD MEETING**

Board of Supervisors Agenda for December 19, 2025

Agenda

Friday, December 19, 2025, 9:30 a.m.
Port of the Islands Resort Main Dining Room,
25000 E. Tamiami Trail, 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
 - a. Presentation by Representative Melo
4. Approval of Minutes – November 2025
5. Utility Monthly Report
6. Manager's Report
 - a. Parcel 13 Update
 - b. CCSO Community Assessment
 - c. Orchid Cove Street Lights
 - d. POI Surplus Resolution
7. Financials – October 2025
8. Attorney's Report
9. Engineer's Report

10.Old Business

11.New Business

12.Supervisors' Request

- a. Action Items

- b. Proposal for Hardening Well Field Equipment

13.Public Comments

14.Adjourn – Next meeting will be on January 16, 2025, at 9:30 a.m.

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

3 Public Meeting of the Board of Supervisors
4 November 21, 2025

5 The public meeting of the Port of the Islands Community Improvement District Board of
6 Supervisors was held on Friday, November 21, 2025, at 9:30 a.m. at the Orchid Cove
7 Clubhouse, 25005 Peacock Lane, Naples, Florida.

8 **SUPERVISORS PRESENT**

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

14 **ALSO PRESENT**

15 Neil Dorrill, Manager, Dorrill Management Group
16 Kevin Carter, Manager, Dorrill Management Group
17 Zachary Lombardo, District Counsel, Via Zoom
18 Matt Gilinsky, Florida Utility Solutions
19 Mitch Gilbert, Florida Utility Solutions

20 **PLEDGE OF ALLEGIANCE**

21 The pledge of allegiance was recited in unison.

22 **ROLL CALL/APPROVAL OF AGENDA**

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

26 Mr. Dorrill added Item E under the Manager's Report to include a discussion on the
27 Parcel 13 default. He arranged for Attorney Lauren Josephson, who prepared the legal

1 memorandum presented last month to participate via Zoom. Item 12A was added to
2 discuss security and thefts, and a community utility building.

3 **The agenda as amended and Mr. Truckey's full participation via Zoom due to**
4 **extenuating circumstances was approved on a MOTION by Mr. McNamee, a**
5 **second by Ms. Hansen, and all in favor.**

6 **PUBLIC COMMENTS**

7 Steve Cunningham – Stella Maris Dr. N – Reported that his total 2024 tax payment was
8 \$3,870.11, which included the CID water service. His bill this year is \$2,814.30, and he
9 asked about the \$400 discrepancy, noting that he had been told it would decrease by
10 \$1,400. He has a 3/4-inch meter and pays \$128 per month for water, or \$1,536 per
11 year. Mr. Kish noted that a water bill increase has not been implemented in 6–8 years.
12 He added that 3% of the total goes to the County, which affects the total tax bill amount.

13 Mr. Dorrill also noted that this is the first year the CID has been annexed into the
14 Mosquito Control District. Mr. Truckey and Steve Gunther referenced their non-ad
15 valorem charges: \$1,899.63 in 2024, which dropped to \$721.26 in 2025—a difference of
16 \$1,178.37. Mr. Gunther added the base-rate water charge for the year is \$1,540.56,
17 reflecting a 30% increase in the water bill.

18 **A. Co-Counsel Review**

19 The Board reviewed the Parcel 13 contract and the default related to the ERC/impact
20 fee charges, along with how it wishes to proceed regarding those fees. Mrs. Josephson
21 explained that there may be a possible cause of action against the purchaser if the
22 Board chooses to pursue it. While the Salvatori firm does not have in-house litigation
23 counsel, they have co-counsel options available, including Mark Mueller with Mueller
24 Law or Lenore Brakefield with Woodward, Pires, and Lombardo. Staff needs direction
25 on whether the Board wants to engage co-counsel to pursue the default against Mr.
26 Case involving Parcel 13.

27 Mr. Truckey spoke with Ms. Brakefield about the issue, and she explained that the
28 District Attorneys' position is that the Board had 30 days after the default to take action
29 or the contract would be considered void. Now that the contract is terminated, she
30 indicated the Board may actually be in a better position when Mr. Case returns to
31 purchase water connections, as the Board could then set the pricing—including any
32 increases—and explore different avenues for recovering the funds. The District would
33 ultimately be able to get the funds back because Mr. Case will have to return; without

1 water rights, his land is unusable. Although the Board could still pursue litigation, Ms.
2 Brakefield did not believe the contract provided strong grounds and emphasized that
3 litigation would likely take several years. Her recommendation was to wait for Mr. Case
4 to come back, as the opportunity to act under the contract existed only within the
5 original 30-day window.

6 Mrs. Josephson agreed and stated that after speaking with Mr. Case's counsel, Mr.
7 Truxton, she believes the District will be in a stronger position to negotiate when Mr.
8 Case seeks a connection. Mr. Truxton asked whether Mr. Dorrell and the Board would
9 be willing to meet to discuss the matter. Mr. McNamee expressed frustration over not
10 pursuing the \$500,000 but said he must defer to the attorneys' recommendations and
11 respects Ms. Brakefield's guidance. Mr. Truckey recalled that Salvatori's initial review
12 identified provisions in the contract that were still enforceable, including the "no later
13 than" clause requiring the purchase of ERCs, which Mrs. Josephson interpreted the
14 same way.

15 When asked how she would proceed, Mrs. Josephson explained that although she does
16 not have the full background, her conversations with Mr. Truxton suggest that a prompt
17 meeting between counsel and the Board could lead to a written agreement that would
18 save significant time and money compared to litigation. Mr. McNamee stated he wants
19 to avoid litigation if possible. Mr. Dorrell suggested the Board appoint a liaison so a
20 Board representative may attend the meeting with the attorneys and expressed hope
21 that the meeting could take place within the next 30–60 days. Action must be taken by
22 March, and the goal is to schedule the meeting during the first week of December.

23 **Ms. Hansen made a MOTION to designate Mr. McNamee, Mr. Dorrell, and Mrs.**
24 **Josephson to negotiate a resolution of this matter if possible. Mr. Kish made the**
25 **second and, all were in favor.**

26 **APPROVAL OF MINUTES - OCTOBER 2025**

27 **The October minutes were accepted as presented on a MOTION by Ms. Hansen, a**
28 **second by Mr. Kish, and all in favor.**

29 **UTILITY OPERATIONS SUMMARY**

30 All operations at the facility were performed in accordance with contract and regulatory
31 requirements. All wastewater plant and water distribution requirements were met, and
32 the reuse system is functioning properly. The station on the canal is still operating on
33 two pumps. In October, the facility received and treated 1.86 million gallons of

1 wastewater, produced 2.69 million gallons of drinking water, and distributed 8.51 million
2 gallons of irrigation water. A total of 864 meters were read, and 655 gallons of chlorine
3 were used. All pump stations were inspected, odor control checks were performed, and
4 all pumps and motors were greased. Staff replaced a pump in the master lift station at
5 the plant, repaired a leak on a service line going to a home's meters, and replaced a
6 backflow preventer. The computer in the plant office failed and was replaced. The rehab
7 of the master lift station on Cays Drive was completed and is now in good long-term
8 condition.

9 Mr. Truckey requested an update on the lift stations on Newport Drive. Mr. Gilinsky
10 reported that work has begun on the southern station and is progressing well, with the
11 project currently at the reassembly stage. On the well road there has been an issue with
12 bugs getting into the generator, so screens were installed to prevent intrusion. Staff also
13 replaced seals on the recycle pumps behind the plant after they began leaking,
14 requiring custom-made gaskets. During the most recent check of the generator on the
15 well road, it was discovered that the transfer switch is not functioning automatically.
16 Although a new generator was installed after Hurricane Ian, the transfer switch—which
17 detects power outages and automatically switches power to the generator—was not
18 replaced. The generator still starts, but the switch does not transfer the load. The
19 generator company inspected the system and quoted \$16,000 for a new automatic
20 transfer switch with a 10-year warranty.

21 **The \$16,000 proposal for a new transfer switch was approved on a MOTION by**
22 **Ms. Hansen, a second by Mr. Baird, and all in favor.**

23 Mr. Gilbert shared that they received a quote to have all of the piping under the bridge
24 on U.S. 41 sandblasted, cleaned, and coated with an epoxy coating. They also obtained
25 a quote for completely replacing the piping, which was approximately \$170,000. The
26 cost to recoat the existing piping was quoted at around \$80,000.

27 **The \$170,000 proposal to replace the pipe was approved on a MOTION by Mr.**
28 **McNamee, a second by Ms. Hansen, and all in favor.**

29 Utility staff will need to schedule shutdowns and issue boil water notices as part of the
30 work. The preference is to complete the project in the spring or summer, outside of peak
31 season. Although the pipe is rusted, it is not in critical condition, and Mr. Gilbert believes
32 the work can wait until June or July. Mr. Dorrill has contacted the insurance company to
33 add the value of the pipe to the District's coverage and will send them the quote. He will

1 request a budget amendment next month, once the proposals are in, to move funds
2 from reserves for this capital project.

3 **MANAGER'S REPORT**

4 **A. ERU Methodology/Impact Fee**

5 Mr. Dorrill has just received an agreement from Mr. Russ Weyer to perform a
6 methodology update. The update will address certain methodology revisions, such as
7 accounting for double lots, and will include research on commercial wet slips in the
8 marina and potential impacts on ecotourism or fishing guides. Another component of the
9 update is to assign a value to the ERC capital charge or impact fee, so that going
10 forward, any new construction or reconstruction with more intensive use will have a
11 Board-adopted fee schedule for water, wastewater, and irrigation impact fees. There is
12 no indication that this has previously been done. In the past, charges for certain real
13 estate transactions were negotiated directly with the Board. This methodology work has
14 been previously authorized.

15 **B. Utility Receivables Summary**

16 October utility billing shows current 30-day utility receivables have decreased to \$2,800
17 on a \$1.5 million operation.

18 **C. Orchid Cove Streetlight Account**

19 Based on the Board's discussion at last month's meeting, there was a historical
20 arrangement between Orchid Cove and former Boards for the CID to pay the streetlight
21 bill to offset certain charges related to irrigation or make-up water at the community
22 swimming pool. Staff now has backup information to segregate those bills and is
23 working with the condo association to revise billing for the various accounts in question.
24 This work is in progress at the Board's direction. The goal is to determine what remains
25 owed, issue a check, and settle the matter once and for all. Mr. Gunther has been
26 working on this for the past six months. He believes the real issue is that LCEC is
27 overcharging Orchid Cove. He wants to do a rate review with LCEC, there is an
28 upcharge for decorative poles and light bulbs. The CID is charged \$10.22 a month for
29 LED bulbs while Orchid Cove is charged \$29.68 a month for LED. Mr. Gunther desires
30 to go to have the meeting with LCEC along with a CID representative. Mr. Carter was
31 designated to do this. Mr. Gunther thinks the former agreement for the CID to cover the
32 bills was silly as it had no end date and he does not think it fair to continue to hold
33 Board to it. He desires to partner and resolve it; Mr. McNamee was in agreement. Mr.

Gunther thinks the Board should have a treasurer to go through all of the bills so an issue like this does not happen in the future.

D. Utility Lift Station Rehab

Discussed in the Utility report.

FINANCIALS - SEPTEMBER 2025

Preliminary unaudited year-end FY 2025 financials showed a strong cash position of \$5.186 million. Fixed assets, net of depreciation, totaled \$7.8 million, bringing total assets on hand to \$13,077,000. There were \$93,000 in payables, and year-to-date interest income was \$154,000. Nearly 97% of assessments were received, with the remaining difference reflecting early payment discounts.

Operationally, expenses were over budget, as discussed throughout the year. Professional, legal, and engineering fees related to litigation accounted for most of the overage, with \$107,000 over budget for the year. Many engineering costs were on the utility side, reflecting a large number of capital improvements undertaken during the year. Commercial insurance costs were slightly higher than anticipated, increasing by \$5,000 over budget due to prior underinsurance. On the field side, expenses came in \$7,000 under budget. Landscape costs were slightly over budget, mainly due to repairs on the irrigation system. Mosquito control was under budget following annexation into the mosquito control district. Capital expenditures were also under budget, as planned landscape enhancements at the primary entrance were postponed. The operating contingency was not used this year, and the capital reserve transfer was fully funded. Overall, the District ended the year \$517,000 under budget.

Mr. McNamee asked Mr. Gilbert about the roof needed for the water tank. Mr. Gilbert said they can handle the piping but cannot cover the cost of the roof. In discussions with Mr. Brown, it was noted that Mr. Truckey was working on a grant for it. Mr. Truckey provided an update: they are moving forward with a 404 grant for a new water tank, funded by FEMA but allocated through the state under a different grant program. The plan is that as soon as the new water tank is operational and in use, the other tank could be taken out of service to have its roof redone. The grant for the water line to the wellheads is currently under appeal, and there is a backup grant option available through the 404 program if FEMA denies.

The financials were accepted as presented on a MOTION by Ms. Hansen, a second by Mr. Baird, and all in favor.

ATTORNEY'S REPORT

Lauren Mello agreed to attend the meeting as part of the discussion regarding a fire district solution. Mr. Lombardo requested a specific time for her attendance. Staff is also working on filing to pursue attorney's fees in the Prepmac case and coordinating with the manager on various items on the task list.

Mr. Truckey asked whether the Board could discuss other matters with Ms. Mello, and Mr. Lombardo confirmed that it would be possible. While there is no formal protocol, he recommended giving her a heads-up about the agenda so she could prepare accordingly. Mr. Truckey will send the information to Mr. Lombardo. Since the session begins in January, this timing is appropriate. Ms. Mello is scheduled to attend the December meeting.

Mr. Baird inquired about progress on the demand letter related to arsenic and lead levels reported by the water testing company. Mr. Lombardo and Mr. Dorrill have been trying to locate the base contract. Mr. Dorrill provided an update, noting that the vendor was not directly engaged by the District; the expense was a pass-through from Florida Utility Systems for the groundwater monitoring program, and the District was not a party to that specific agreement. Mr. Gilbert added that sample results from the last few years were reviewed. While samples almost always exceeded the MCL for lead in one specific well, they had been mislabeled by this company. The paperwork indicated one well was the problem while the samples were actually taken from a different one. The sample data was accurate, but the well identification was incorrect. Mr. Gilbert said if MI Homes had spoken to him, he could have clarified the situation. Based on all this information, the Board decided not to proceed with a demand letter.

ENGINEER'S REPORT

No report was given at this time.

OLD BUSINESS

A. Action Items

Many tasks from August and September that were completed have been removed. There are currently no outstanding items or items needing review. Items added today will be reflected in December. Ms. Mello's attendance at the December meeting is confirmed.

1 Mr. Baird asked about the surplus mosquito trailer. Mr. Dorrill reported that he spoke
2 with the Mosquito Control District office yesterday. Mr. Lombardo is drafting a Board
3 resolution to declare the trailer surplus at the December meeting, with the intention of
4 either incorporating it into the Lely CDD auction or including it in the County's annual
5 auction. Mr. Lombardo clarified that the resolution has been drafted and they are
6 currently working on tracking down identification numbers for the trailers. Depending on
7 the value of the items, they can either be auctioned or disposed of. The trailer does not
8 have a tag.

9 The generator trailers have not yet been received due to FEMA-related delays; Mr.
10 Truckey will follow up on this. Mr. Kish asked if there are any other items that should be
11 auctioned. Mr. Gilbert noted there is a container that is not being used. Mr. Dorrill
12 suggested offering the chemicals to the Mosquito Control District at a minimum. Mr.
13 Lombardo stated that any item valued over \$5,000 must be auctioned, otherwise it can
14 be disposed of in the most economical manner. Ms. Hansen noted that a license is
15 required to purchase the chemicals, so they cannot be auctioned. Mr. Gilbert added that
16 Everglades City uses the same chemicals with the same machine, making them a
17 viable option to transfer the chemicals. Mr. Gilbert was asked to deliver the chemicals to
18 them.

19 **NEW BUSINESS**

20 No new business was discussed.

21 **SUPERVISORS' REQUEST**

22 **A. Security**

23 Mr. Dorrill shared that the next best step is to seek proposals from the Sheriff's office,
24 as there were no responses to the RFQ for a security assessment. According to Mr.
25 Frank Lee, over 154 residents have expressed a desire for community security.

26 Mr. Kish reported noticing an unmarked lawn care vehicle on his street two weeks ago.
27 A man wearing a mask, hat, and glasses was driving around alone with. Two hours
28 later, the same man returned, alone and pulling a trailer. Mr. Kish positioned himself in
29 front of the vehicle, at which point the man left the community.

30 Mr. McNamee encouraged residents to take photos of license plates and other
31 identifying details when they notice suspicious activity. Mr. Dorrill suggested that the
32 next step should be contacting the Sheriff's Department and their community policing

1 officer to help identify potential vendors. Mr. Baird was asked to continue working on
2 this matter.

3 **B. Sign on Newport**

4 Ms. Hansen asked about the sign on Newport that is never lit. It belongs to the CID, but
5 the electricity is provided through the hotel. Mr. McNamee will speak to Tom about it.
6 Ms. Hansen also noted that the area should have more lighting in general. Mr.
7 McNamee agreed and said he likes the lighting near Cays and Orchid Cove, and that
8 something similar should be installed along Newport Drive.

9 **C. Community Building e**

10 Mr. McNamee said they may need to establish a consistent meeting location, as the
11 Board was informed by the hotel that they may no longer be able to use the bathroom
12 during meetings. It appears there could be a future issue with securing a meeting
13 space. Mr. Dorrill shared that Pelican Bay and Pelican Marsh are using the same
14 design-build firm for their community projects. He can request a range of cost per
15 square foot for what a building like this might cost, including site work, parking, service
16 utilities, and related needs.

17 Mr. McNamee suggested starting with a bare-bones building to store the generators and
18 provide space for meetings, with the goal of completing the rest of the facility through
19 fundraising rather than charging it entirely to the expense account.

20 Ms. Hansen asked if the CIP is on the District website. Mr. Dorrill confirmed the utility
21 portion is posted. He will ask Mr. Brown about the public facilities report and will share it
22 in December.

23 **PUBLIC COMMENTS**

24 Ron Westerman – Cays Drive – Commented on the generator trailers and stated that
25 the utility building should have a permanent generator. He said the generator should be
26 large enough to be hard-wired to the lift stations, with the trailers serving as backup if a
27 permanent hard-wired solution is installed.

28 Kyle McKenzie – Hotel – Stated that the hotel has withstood hurricanes and asked if the
29 Board could sign an agreement with the hotel to host meetings. He suggested the
30 second story could serve as a good place to store the generators and recommended
31 reaching out to Tom about paying to use this facility. He believes it could function as an
32 emergency community center.

1 Leo Ramos – Hotel Condominium Association – Noted that the hotel has an Egret
2 Room where the condo association previously held its meetings. He explained that the
3 bathrooms are owned by the association, and they have had ongoing issues with Tom
4 that they are trying to resolve, with the bathroom access being one of those issues. For
5 that reason, the bathrooms are currently not available, and he believes their use will be
6 at a cost going forward.

7 Kerrick White – Cays Drive – Stated that it is a petty discussion to lock and charge for
8 the bathrooms during the meeting and thanked the Board for all their work.

9 **ADJOURNMENT**

10 The next meeting will be on December 19, 2025, at 9:30 a.m. **On a MOTION by Mr.**
11 **McNamee with all in favor, the meeting was adjourned at 11:00 a.m.**



*Florida Utility
Solutions*

PORT OF THE ISLANDS CID

NOVEMBER 2025

MONTHLY PLANT OPERATIONS REPORT

DECEMBER 19TH, 2025 BOARD MEETING

Wastewater Plant

Received and treated
2.52 million gallons in
November

Water Plant

Produced and
distributed 3.02 million
gallons in November

REUSE

Distributed 9.38 million
gallons in November



FLORIDA UTILITY SOLUTIONS

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

239-513-0445

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

- 2.52 million gallons of wastewater received and treated in November

Water Treatment

- Produced and distributed 3.02 million gallons in November

Reuse

- Distributed 9.38 million gallons in November

Performance Metrics	Current Month November 2025	Prior Month October 2025
Wastewater treated	2,517,438	1,857,542
Sludge disposed - gallons	0	0
Reuse Water Pumped	9,375,020	8,508,080
Odor Complaints	0	0
Number of line breaks	0	0
Auto Flushers Flushed	9	9
Meters Read	864	864
Meters Re-read	6	4
Consumables	Current Month	Prior Month
Chlorine Usage	450	655
Water Usage Complaints	0	0

Maintenance and Repair

Preventive Maintenance

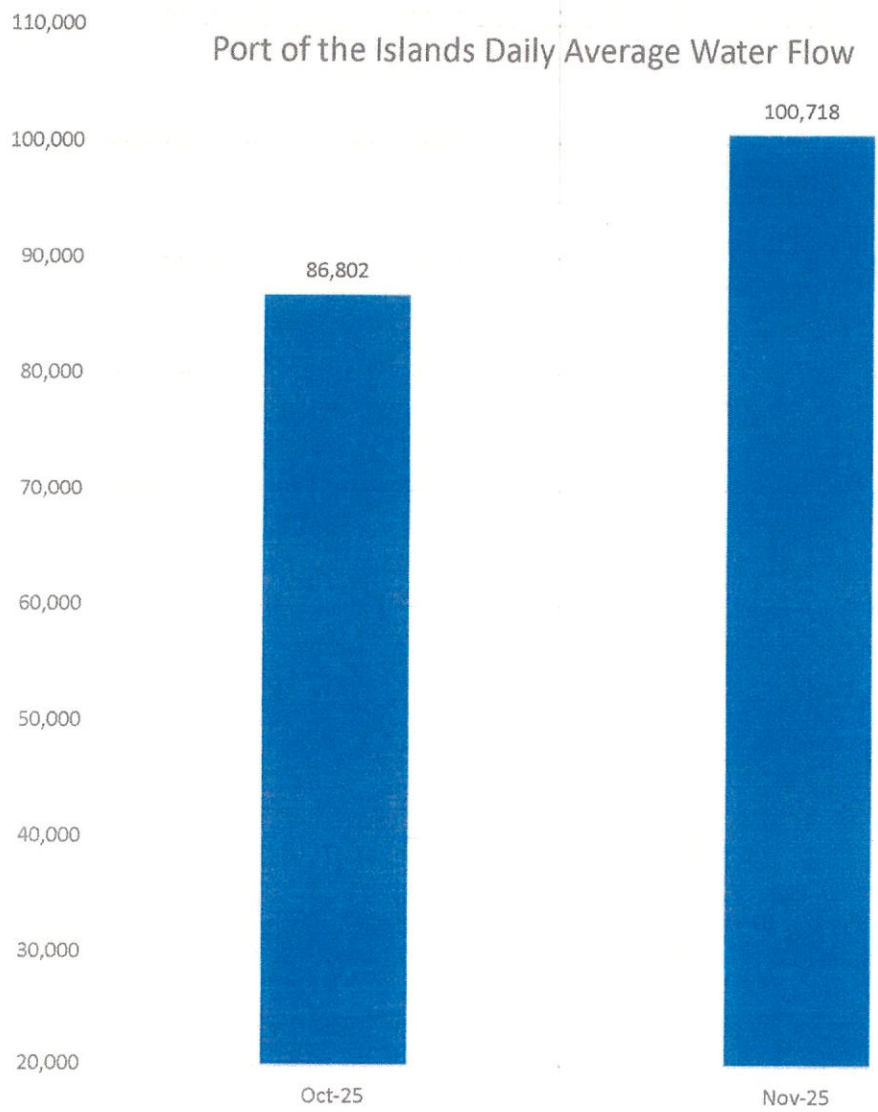
- Inspected all pump stations weekly.
- Odor control weekly checks performed.
- All pumps and motors greased.

Additional Maintenance

- Replaced seals on the Recycle Pumps.
- Ordered a new automatic transfer switch for the well road.
- Finished the lift station rehab on Newport Road.
- Replaced leaking raw water filter inlet piping.

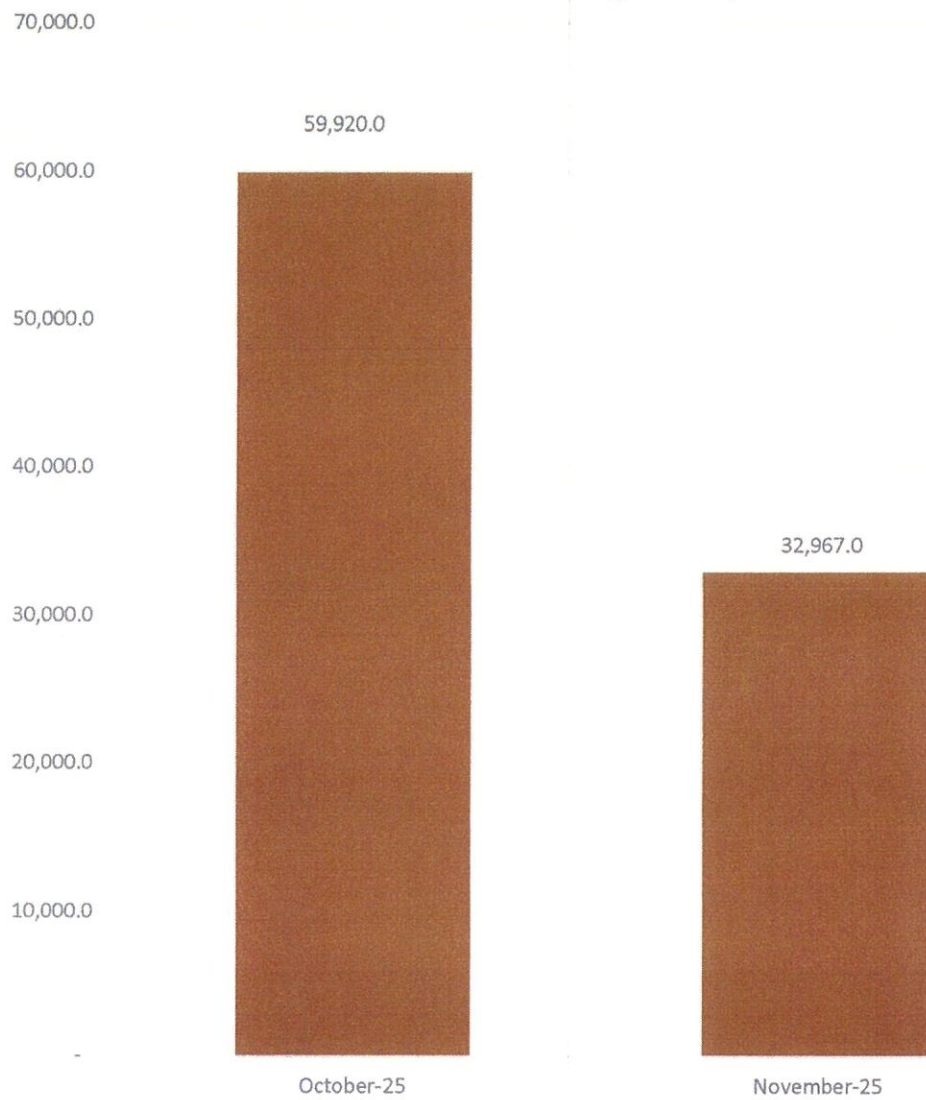
Health & Safety

- 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.



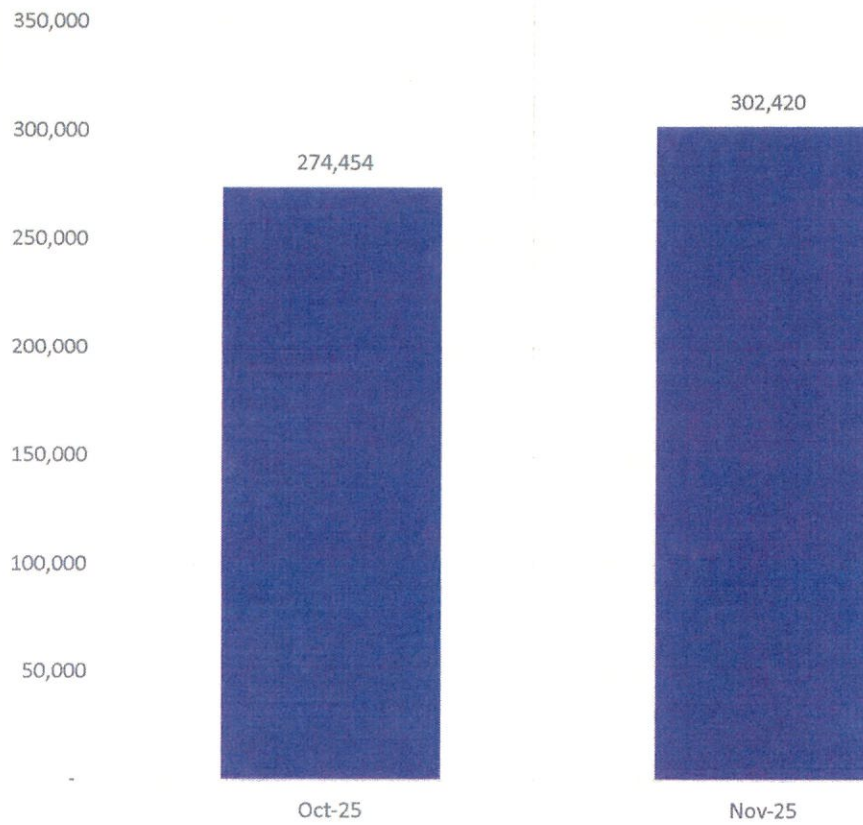
Port of the Islands Drinking Water Monthly Flow Average

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

RESOLUTION 2025-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PORT OF
THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT CLASSIFYING
CERTAIN TANGIBLE PERSONAL PROPERTY AS SURPLUS TANGIBLE
PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS
TANGIBLE PERSONAL PROPERTY; PROVIDING A SEVERABILITY
CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the Port of the Islands Community Improvement District (the "District") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and,

WHEREAS, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* ("Governmental Unit"); and,

WHEREAS, the Board of Supervisors of the Port of the Islands Community Improvement District owns certain tangible personal property described as the following:

- (a) The trailer: Year _____, Manufacturer _____, Serial # _____; and
- (b) The sprayer: A _____-gallon sprayer, purchased on _____, together with all associated attachments, including but not limited to nozzles and hoses; and
- (c) Other: _____

_____ ; and

WHEREAS, the District desires to classify the Property as surplus tangible personal property ("Surplus Property") and to determine that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and,

WHEREAS, the District desires to dispose of the Surplus Property as appropriate.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT**

SECTION 1. INCORPORATION OF RECITALS. All representations, findings and determinations contained within the recitals state above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby classifies the Surplus Property as surplus tangible personal property and hereby determines that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function.

SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby directs and authorizes staff to dispose of the Surplus Property as appropriate.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon the passage and adoption by the Board of Supervisors of the Port of the Islands Community Improvement District.

PASSED AND ADOPTED this 21st day of NOVEMBER, 2025.

ATTEST:

PORT OF THE ISLANDS COMMUNITY
IMPROVEMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RESOLUTION 2025-____

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT CLASSIFYING CERTAIN TANGIBLE PERSONAL PROPERTY AS SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Port of the Islands Community Improvement District (the "District") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and,

WHEREAS, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* ("Governmental Unit"); and,

WHEREAS, the Board of Supervisors of the Port of the Islands Community Improvement District owns certain tangible personal property as more fully described in **Exhibit "A"** attached herein (the "Property"); and,

WHEREAS, the District desires to classify the Property as surplus tangible personal property ("Surplus Property") and to determine that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and,

WHEREAS, the District desires to dispose of the Surplus Property as appropriate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PORT OF THE ISLANDS COMMUNITY IMPROVEMENT DISTRICT

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PASSED AND ADOPTED this 21st day of NOVEMBER, 2025.

ATTEST:

PORT OF THE ISLANDS COMMUNITY
IMPROVEMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Port of the Islands CID

FINANCIAL STATEMENTS

October 31, 2025
(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 October 31, 2025**

Assets

	Operating	Water and Sewer	Total
Current Assets			
Checking	\$ 3,361,157.02	\$ 0.00	\$ 3,361,157.02
Checking - Water/Sewer	0.00	1,683,960.19	1,683,960.19
Undeposited Cash (WS)	0.00	11,683.94	11,683.94
Accounts Receivable	0.00	36,730.97	36,730.97
Due To/From 001/202	0.00	(368,870.39)	(368,870.39)
Due To/From 001/202	368,870.39	0.00	368,870.39
Prepaid Items	10,079.75	10,079.75	20,159.50
Total Current Assets	<u>3,740,107.16</u>	<u>1,373,584.46</u>	<u>5,113,691.62</u>
Property and Equipment			
Land	0.00	599,674.85	599,674.85
Irrigation	0.00	7,970,676.65	7,970,676.65
Equipment	0.00	434,104.06	434,104.06
Improvements - W/WS	0.00	7,727,885.60	7,727,885.60
Construction in Progress	0.00	66,875.00	66,875.00
Less Accumulated Depreciation	0.00	(9,394,648.74)	(9,394,648.74)
Net Property and Equipment	<u>0.00</u>	<u>7,404,567.42</u>	<u>7,404,567.42</u>
Total Assets	<u>\$ 3,740,107.16</u>	<u>\$ 8,778,151.88</u>	<u>\$ 12,518,259.04</u>

Liabilities and Fund Balance

	Operating	Water and Sewer	Total
Current Liabilities			
Accounts Payable	\$ 91,603.87	\$ 0.00	\$ 91,603.87
Other Current Liabilities	0.00	21,798.59	21,798.59
Utility Customer Deposits	0.00	16,100.00	16,100.00
Total Current Liabilities	<u>91,603.87</u>	<u>37,898.59</u>	<u>129,502.46</u>
Long-Term Liabilities			
Total Long-Term Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities	<u>91,603.87</u>	<u>37,898.59</u>	<u>129,502.46</u>
Fund Balances			
Unreserved Fund Balance	3,719,219.52	8,800,294.20	12,519,513.72
Retained Earnings	(70,716.23)	(60,040.91)	(130,757.14)
Total Fund Balance	<u>3,648,503.29</u>	<u>8,740,253.29</u>	<u>12,388,756.58</u>
Total Liabilities and Fund Balance	<u>\$ 3,740,107.16</u>	<u>\$ 8,778,151.88</u>	<u>\$ 12,518,259.04</u>

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

October 31, 2025

General Fund

	Current Period		YTD		YTD		Variance	Annual Budget
	Actual	Budget	Actual	Budget	Budget			
Revenue								
FEMA Reimbursement	6,750 \$	0 \$	6,750 \$	0 \$	0 \$	6,750 \$	0	0
Interest Income	11,238	13,333	11,238	13,333	13,333	(2,095)	160,000	160,000
Special Assmnts- Tax Collector	0	67,925	0	67,925	67,925	(67,925)	815,105	815,105
Interest - Tax Collector	0	42	0	42	42	(42)	500	500
Special Assmnts-Discounts	0	(3,750)	0	(3,750)	(3,750)	3,750	(45,000)	(45,000)
Total Revenue	17,988	77,550	17,988	77,550	77,550	(59,562)	930,605	930,605
Expenses								
Administrative								
P/R-Board Of Supervisors	500	500	500	500	500	0	6,000	6,000
Employment Taxes	38	38	38	38	38	0	450	450
P/R - Processing Fees	38	42	38	42	42	(4)	500	500
County Property Tax	0	2,173	0	2,173	2,173	(2,173)	26,080	26,080
Profserv-Engineering	0	3,333	0	3,333	3,333	(3,333)	40,000	40,000
Profserv-Legal Services	9,749	2,083	9,749	2,083	2,083	7,666	25,000	25,000
Profserv-Mgmt Consulting Serv	4,479	4,250	4,479	4,250	4,250	229	51,000	51,000
Profserv-Property Appraiser	16,014	225	16,014	225	225	15,789	2,700	2,700
Auditing Services	750	550	750	550	550	200	6,600	6,600
Rentals & Leases	105	83	105	83	83	22	1,000	1,000
Postage And Freight	0	42	0	42	42	(42)	500	500
Insurance - General Liability	34,022	1,000	34,022	1,000	1,000	33,022	12,000	12,000
Insurance - Worker's Compensation	2,000	167	2,000	167	167	1,833	2,000	2,000
Printing & Binding	0	17	0	17	17	(17)	200	200
Legal Advertising	404	417	404	417	417	(13)	5,000	5,000
Special Services	8,500	1,250	8,500	1,250	1,250	7,250	15,000	15,000
Tax Collector Fee	0	1,250	0	1,250	1,250	(1,250)	15,000	15,000
Misc-District Website	0	300	0	300	300	(300)	3,600	3,600
Annual District Filing Fee	0	15	0	15	15	(15)	175	175
Total Administrative	76,599	17,735	76,599	17,735	17,735	58,864	212,805	212,805

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

October 31, 2025

General Fund

	Current Period Actual	Current Period		YTD		Variance	Annual Budget
		Budget		Actual	Budget		
<u>Operations & Maintenance</u>							
Contracts-Field Services	0	542	0		542	(542)	6,500
Electricity-Streetlighting	0	2,500	0		2,500	(2,500)	30,000
R&M-Renewal & Replacement	0	417	0		417	(417)	5,000
R&M-Grounds	0	2,083	0		2,083	(2,083)	25,000
R&M-Storm Water Drainage	0	417	0		417	(417)	5,000
Total Operations & Maintenance		5,959			5,959	-5,959	71,500
<u>Landscape & Irrigation</u>							
Contracts-Landscape	8,021	8,083	8,021		8,083	(62)	97,000
Utility-Irrigation	0	1,250	0		1,250	(1,250)	15,000
R&M-Irrigation	3,901	1,000	3,901		1,000	2,901	12,000
Total Landscape & Irrigation	11,922	10,333	11,922		10,333	1,589	124,000
<u>Lakes & Ponds</u>							
Contracts-Lakes	185	167	185		167	18	2,000
Total Lakes & Ponds	185	167	185		167	18	2,000
<u>Roads & Sidewalks</u>							
R&M-Signage	0	25	0		25	(25)	300
R&M-Roads & Alleyways	0	833	0		833	(833)	10,000
Total Roads & Sidewalks		858			858	-858	10,300
<u>Mosquito Control</u>							
Contracts-Mosquito Spray	0	833	0		833	(833)	10,000
Total Mosquito Control		833			833	-833	10,000

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

October 31, 2025

General Fund

	Current Period Actual	Current Period		YTD		Variance	Annual Budget
		Budget		Actual	Budget		
Capital Expenditures & Projects							
Capital Outlay - Landscape	0	2,083		0	2,083	(2,083)	25,000
Contingency	0	10,417		0	10,417	(10,417)	125,000
Capital Reserve	0	29,167		0	29,167	(29,167)	350,000
Total Capital Expenditures & Projects		41,667			41,667	-41,667	500,000
Total Expenditures	88,706	77,552		88,706	77,552	11,154	930,605

Other Financing Sources (Uses)

Other Sources

Other Financing Sources (Uses)

Other Sources

Other Uses

Revenue (Over) Under Expenses \$	(70,718) \$	(2) \$	(70,718) \$	(2) \$	(70,716) \$	0
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Port of the Islands CID
Statement of Revenues & Expenses
For the Period Ending

October 31, 2025

Water/Sewer

	Current Period		Current Period		YTD		Variance	Annual Budget
	Actual	Budget	Budget	Actual	Budget	Budget		
Revenue								
Interest Income	5,412 \$		4,167 \$	5,412 \$	4,167 \$		1,245 \$	50,000
Water Revenue	8,862		52,083	8,862	52,083		(43,221)	625,000
Sewer Revenue	12,680		56,250	12,680	56,250		(43,570)	675,000
Irrigation Fees	22,024		17,517	22,024	17,517		4,507	210,200
Meter Fees	0		250	0	250		(250)	3,000
Interest - Tax Collector	0		50	0	50		(50)	600
Other Miscellaneous Revenues	64		417	64	417		(353)	5,000
Total Revenue	49,042		130,734	49,042	130,734		(81,692)	1,568,800

Expenses								
Administrative								
P/R-Board Of Supervisors	500		500	500	500		0	6,000
Employment Taxes	38		33	38	33		5	400
P/R - Processing Fees	38		42	38	42		(4)	500
Profserv-Engineering	10,000		4,167	10,000	4,167		5,833	50,000
Profserv-Legal Services	9,749		2,083	9,749	2,083		7,666	25,000
Profserv-Mgmt Consulting Serv	4,479		4,250	4,479	4,250		229	51,000
Auditing Services	750		425	750	425		325	5,100
Postage And Freight	0		17	0	17		(17)	200
Insurance - General Liability	34,022		1,000	34,022	1,000		33,022	12,000
Printing & Binding	0		17	0	17		(17)	200
Legal Advertising	0		100	0	100		(100)	1,200
Special Services	222		0	222	0		222	0
Utility Billing Postage & Supplies	0		208	0	208		(208)	2,500
Miscellaneous - Bank Charges	0		2,667	0	2,667		(2,667)	32,000
Assessment Administration	0		2,500	0	2,500		(2,500)	30,000
Office Supplies	0		58	0	58		(58)	700
Telephone - Utility Operations	323		333	323	333		(10)	4,000
Total Administrative	60,121		18,400	60,121	18,400		41,721	220,800

Unaudited

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

October 31, 2025

Water/Sewer

	Current Period Actual	Current Period		YTD		Variance	Annual Budget
		Budget	Actual	Budget	Actual		
<u>Water-Sewer Comb Services</u>							
Utility - Electricity	0	8,333	0	8,333	(8,333)		100,000
Contracts-Utility Operations	29,329	32,333	29,329	32,333	(3,004)		388,000
Contracts-Utility Billing	0	3,333	0	3,333	(3,333)		40,000
Contracts-Generator Maint	0	333	0	333	(333)		4,000
R&M-Lift Station	0	833	0	833	(833)		10,000
R&M-Potable Water Lines	2,878	1,000	2,878	1,000	1,878		12,000
R&M-Water Plant	1,881	3,333	1,881	3,333	(1,452)		40,000
R&M-Waste Water Plant	9,230	2,083	9,230	2,083	7,147		25,000
R&M-Sewer Lines	0	417	0	417	(417)		5,000
R&M-Instrumentation	0	417	0	417	(417)		5,000
Misc-Licenses & Permits	0	83	0	83	(83)		1,000
Compliance Sampling	1,392	1,667	1,392	1,667	(275)		20,000
Chemicals-Water Operations	2,502	2,917	2,502	2,917	(415)		35,000
Chemicals-Wastewater Operations	1,752	2,333	1,752	2,333	(581)		28,000
Sludge Disposal	0	1,667	0	1,667	(1,667)		20,000
Reserves - Water & Sewer System	0	20,000	0	20,000	(20,000)		240,000
Total Water-Sewer Comb Services	48,964	81,082	48,964	81,082	-32,118		973,000
<u>Capital Expenditures & Projects</u>							
Capital Outlay	0	20,833	0	20,833	(20,833)		250,000
Contingency	0	10,417	0	10,417	(10,417)		125,000
Total Capital Expenditures & Projects		31,250		31,250	-31,250		375,000
Total Expenditures	109,085	130,732	109,085	130,732	(21,647)		1,568,800
Revenue (Over) Under Expenses	\$ (60,043)	\$ 2	\$ (60,043)	\$ 2	\$ (60,045)		\$ 0

Q4 2025 November and December Tasks

Task	Date	Status
1. Add utility insert re backflow preventer with picture and add to website (Manager)	August	In Progress
2. Schedule meeting with L. Blacklidge re drainage easements (Attorney)	September (Changed to October)	In Progress, had preliminary phone call and emails
3. Orchid Cove Research (Manager)	November	
4. Research whether COD can charge franchise fee (Attorney)	October	
5. Landscaping Median Research (Manager)	October	Done
6. Notice of rule development for Decorum rules (Attorney)	October	
7. Review and Respond to Salvatori Memo (Attorney)	October	Done
8. Update Assessment Methodology (Manager)	January/ February	Consultant Confirmed
9. Contact FRWS re-setting meeting to go over SRF options (Attorney)	October	
10. Surplus property research and memo re mosquito equip. (Attorney)	October	
11. Motion for attorney fees and costs in Prepmac (Attorney)	November	
12. Invite Melo to post-Nov meetings (Attorney)	December	Confirmed, she will attend November
13. Finish Collier EUAS (Attorney)	November	
14. Case Outstanding Questions (Attorney)	November	Scheduled Teleconference
15. Revised insurance schedule of assets	December	Carrier Advised
16. Contact Greater Naples Fire Re: Annexation	December	Done



September 8, 2025

Mr. Neil Dorrill, President
Port of the Islands CID c/o Dorrill Mgmt. Group
2672 Strand Court, Suite 1
Naples, FL 34110

Re: Proposal for Port of the Islands Community Improvement District
Well Flood Hardening

Dear Mr. Dorrill:

Please accept this letter as our proposal to provide professional engineering services to assist the Port of the Islands Community Improvement District (POICID) with the design, surveying, permitting, bidding services, construction administration assistance and engineering inspection for the above-referenced project.

BACKGROUND:

The Port of the Islands Community Improvement District wishes to make flood hardening improvements to the three (3) well sites serving the POI community. A field visit was performed on 6/17/24 to make preliminary evaluations of the existing conditions for the locations where electrical flood hardening is required. Four (4) sites have been identified:

- a. West Well site
- b. Center Well site
- c. East Well site
- d. Permanent Generator site

In addition to the electrical components, POICID has requested design services to bring the existing wells to current standards/code due to flooding concerns and to replace one (1) existing well pump.

SCOPE OF SERVICES

TASK 1 - GENERAL CONSULTATION:

CONSULTANT will provide CLIENT with general consultation services on an as-needed basis, as specifically requested by CLIENT. Fees will be time and materials, up to the specified contract amount.

TASK 2 - ELECTRICAL ENGINEERING

1. CONSULTANT will determine the minimum elevation for all electrical equipment which cannot be rated for submersible service. A combination of flood hardening mitigation strategies will be used based on the unique characteristics of each site. Electrical designs will be provided for all enclosures and equipment which must be elevated above the flood elevation height, along with stairs, concrete housekeeping pads, and elevated platforms, as needed. Other specific existing equipment will be evaluated to determine if a submersible rating can be achieved in-place, for example, magnetic flowmeters, conduit hubs, and junction boxes.
2. A design review will occur at the 30% design level phase of the project and a construction Opinion of Probable Cost (OPC) will be provided.
3. Individual construction bid plans and specifications will be developed for each of the four areas identified that require flood hardening mitigation.
4. Field research will be conducted in addition to a review of record drawings to determine existing conditions.

Mr. Neil Dorrill, President

Proposal for POICID Well Flood Hardening

Page 2

Approach

The flood hardening strategies at each site will be customized for each site and will generally consist of the following:

1. West Well Site:
 - a. Remote rack-mounted distribution equipment, utility meter, automatic transfer switch, RTU Panel, 120V receptacle and Motor Starter Panel.
 1. Raise all equipment above the flood elevation
 2. Add stairs and platform in front of equipment rack for operations
 3. Relocate RTU panel and Motor Starter panel from rear to front of mounting rack
 4. Replace damaged surge protection device
 - b. Local rack-mounted disconnect and junction boxes
 1. Relocate, elevate, or redesign the existing equipment.
 2. Replace damaged surge protection device
 - c. Instrumentation
 1. Replace the existing flowmeter with a new flowmeter that is submersible rated which uses a remote display that will be mounted to the electrical equipment mounting rack.
 2. Re-terminate existing control devices.
2. Center Well Site:
 - a. Local rack-mounted distribution equipment, junction boxes and motor starter panel.
 1. Raise all equipment above the flood elevation
 2. Add stairs and platform in front of equipment rack for operations
 3. Relocate, elevate, or redesign the existing equipment.
 4. Replace damaged surge protection device
 - b. Instrumentation
 1. Replace the existing flowmeter with a new flowmeter that is submersible rated which uses a remote display that will be mounted to the electrical equipment mounting rack.
 2. Re-terminate existing control devices.
3. East Well Site:
 - a. Local rack-mounted distribution equipment, junction boxes and motor starter panel.
 1. Raise all equipment above the flood elevation
 2. Add stairs and platform in front of equipment rack for operations
 3. Relocate, elevate, or redesign the existing equipment.
 4. Replace damaged surge protection device
 - b. Instrumentation
 1. Replace the existing flowmeter with a new flowmeter that is submersible rated which uses a remote display that will be mounted to the electrical equipment mounting rack.
 2. Re-terminate existing control devices.
4. Generator Site:
 - a. Rack-mounted distribution equipment, utility meter, automatic transfer switch, 120V receptacle, and RTU Panel.
 1. Raise all equipment above the flood elevation
 2. Add stairs and platform in front of equipment rack for operations
 3. Relocate RTU panel and motor starter panel from rear to front of mounting rack
 4. Relocate, elevate, or redesign the existing equipment.
 5. Replace damaged surge protection device

TASK 3 - FDEP PERMITTING

CONSULTANT will assist the CLIENT in preparing and submitting an application to the Florida Department of Environmental Protection (FDEP) for the proposed improvements. CONSULTANT will prepare FDEP forms and site plans for a Community Water System to modify three (3) existing wells. The

Mr. Neil Dorrell, President

Proposal for POICID Well Flood Hardening

Page 3

submittal package will include the construction plans, FDEP application, and required supporting documentation. CONSULTANT will perform onsite construction observation services and walk-through(s) necessary for project certification. CONSULTANT shall prepare clearance application forms for the facilities based on record drawings and water quality sampling analysis results provided by the CONTRACTOR.

Note: CLIENT understands that permitting is a regulatory function and, as such, CONSULTANT cannot guarantee issuance of any permit.

TASK 4 - WELL MODIFICATION CONSTRUCTION DRAWINGS

CONSULTANT shall obtain and review permit records and record (as-built) drawings for three (3) wells. CONSULTANT will visit each of the three (3) wells and record measurements of the existing above-ground piping and appurtenances to verify permitted/as-built information and to assist in the design. At a minimum, CONSULTANT will record well depths, piping diameter, piping height above pad, flowmeter length, pressure gauge location, valve locations, support stand locations, and flange details of the existing facilities. CONSULTANT will prepare construction drawings with details to raise the existing wellhead above the 100-year flood elevation required for water wells and to modify any associated piping and wellhead/flanges resulting from these improvements. CONSULTANT will prepare a detailed drawing to modify the West Well (PW-1) to include a new submersible pump and motor, pump column, and appurtenances. This scope assumes that up to six (6) drawing sheets will be necessary. The construction plans will be prepared on 22-inch x 34-inch paper size and shall be fully reducible to half scale on 11 inch x 17-inch paper size. CONSULTANT will prepare required specifications for the work. CONSULTANT will prepare 60%, 90%, and final design deliverables for review and comment.

Notes: Well depths will be measured through well ports and without the need to use a crane or other heavy machinery. Submersible pump and motor sizing will be based on the existing pump and motor design. Scope of services does not include modification of the Water Use Permit (WUP), required FEMA certifications, nor survey data collection services.

TASK 5 - CONSTRUCTION SERVICES

This proposal is based upon providing Construction Services, consisting of meetings with the contractor and CLIENT, review of shop drawings with the Contractor, and responding to RFI's.

Meetings: Meetings are anticipated to be minimal. The CONSULTANT will meet with the Contractor for a kick-off meeting and as-needed thereafter.

Construction Observation and Engineering Support: In connection with observations of the work of contractor while it is in progress: CONSULTANT shall provide construction observation during construction. Based on information obtained during such observations, CONSULTANT shall endeavor to determine in general if such work is proceeding in accordance with the design concept and the design information shown in the Contract Documents. The responsibilities of CONSULTANT contained in this paragraph are expressly subject to the limitations set forth and other express or general limitations in this Agreement.

CONSULTANT shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall CONSULTANT have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, the CONSULTANT neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

RFI's and Shop Drawings: CONSULTANT shall respond to Contractor's Requests for Information (RFI) to clarify the Plans and Specifications. CONSULTANT shall review and approve Shop Drawings and other data which Contractor is required to submit, but only for conformance with the design information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Review of a specific item shall not indicate the CONSULTANT has reviewed the entire assembly of which the item is a component. The CONSULTANT shall not be responsible for any deviations from the Contract Documents not brought to the attention of the CONSULTANT in writing by the Contractor.

Record Drawings: Field red-lines will be incorporated into the design plans so that a record drawing as-built plan set will be delivered to the CLIENT for each site.

Start-Up Support: The functionality at each of the completed project work sites will be validated and confirmed to be the same as at the start of the project.

REIMBURSABLE EXPENSES

CONSULTANT will be reimbursed for the direct costs incurred for plotting plans, copies, prints, permit application fee(s), and other expenses in support of the tasks outlined above. These costs will be itemized as they are incurred.

SUMMARY OF FEES

Task	Description	Fee Amount	Fee Type
1	General Consultation	\$5,000	T&M
2	Electrical Engineering	\$32,000	LS
3	FDEP Permitting	\$16,000	LS
4	Well Modification Construction Drawings	\$33,000	LS
5	Services During Construction	\$24,000	T&M
6	Reimbursables	\$500	T&M
TOTAL:		\$110,500	LS/T&M

Thank you for this opportunity and for considering Johnson Engineering for this project. Should you have any questions or require additional information, please feel free to contact me.

Sincerely,

JOHNSON ENGINEERING, LLC

Jared R. Brown, P.E.