

**MINUTES OF THE CONTINUATION  
MEETING OF THE  
PORT OF THE ISLANDS  
COMMUNITY IMPROVEMENT DISTRICT**

The continuation meeting of the Board of Supervisors of the Port of the Islands Community Improvement District was reconvened on January 5, 2018 at 9 a.m. at the Orchid Cove Community Center, 25005 Peacock Lane, Naples, Florida 34114.

Present and constituting a quorum were:

J. Anthony Davis	Chairman
Norine Dillon	Vice Chairperson
Kathryn Kehlmeier	Assistant Secretary
Roger Ducoffre	Assistant Secretary
Russell Kish	Assistant Secretary

Also present were:

Calvin Teague	District Manager
Daniel Cox	District Attorney
Mitch Gilbert	Florida Utility Solutions (FUS)
Residents	

***The following is a summary of the actions taken at the January 5, 2018 continuation meeting of the Port of the Islands CID Board of Supervisors.***

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was reconvened on January 5, 2018 at 9:00 a.m. and called to order by Chairman Davis. District Manager Teague called the role. All Board members were present for today's meeting. Also present were Attorney Daniel Cox and Mitch Gilbert of Florida Utility Solutions.

**SECOND ORDER OF BUSINESS**

**Roadway Repairs**

At the meeting of December 15, 2017, a proposal was presented for repair of Eveningstar Cay for which the Board asked for more bids. District Manager Teague stated that he called Universal Underground to inform them that he would again be discussing this at today's meeting and was informed that the repair was being

completed that day. A resident or possible member of the Eveningstar Cay HOA apparently proceeded to have this repair completed. The Board of Supervisors approved having Attorney Cox sending a letter to the HOA Board informing them that any work done within any CID roadway must be approved by the CID Board before the work can be performed.

On MOTION by Mr. Davis seconded by Ms. Dillon with all in favor, the request for Attorney Cox to send a letter to the Eveningstar Cay HOA Board regarding the inappropriate completion of the roadway repairs was approved.

### **THIRD ORDER OF BUSINESS**

#### **Rules Review**

District Manager Teague explained that the rules had been codified. Attorney Cox reviewed those items changed and/or removed and subsequently adopted by the Board. He began after question was raised by clarifying that for purposes of this document, "District" is defined as the Port of the Islands Community Improvement District. Additional changes were included as follows:

- Under Section 3.2, limits or purchasing ceilings were desired by the Board and basically agreed that except in the event of an emergency, as identified by the District Manager and confirmed by the Board Chairman, a limit of \$10,000 is to be established as the limit for purchases of supplies and materials not requiring bids. If, however, a purchase is expected to exceed \$10,000, at least three (3) bids are to be required.
- Within the purchasing section, Attorney Cox is going to consider a local preference section.
- On Page 40, the section for Availability Fees and a monthly Minimum Charge are to be deleted.
- On Page 44 in the Application for Utility Service form, there is reference to the County not being liable, which should be changed to District.
- On Page 63 Section 4.0 F, remove the ERC transfer fee amount of \$100 and add if there are engineering and legal expenses associated with the transfer then these expenses will be billed for actual cost.

- Board of Supervisors requested Mr. Benson’s input as when the ERC allocation is considered as there was a feeling that a marina slip should not be the same allocation as a Bar or Cocktail Lounge seat, especially when a restaurant seat is 0.2 as compared to a 0.8 for the other two examples.
- On Page 78, remove Meter from the Meter/Backflow Fees category and that same section has a misspelled word (neter should be meter).
- Make the Tiers and Rates reflect the bimonthly schedule as opposed to the current monthly.
- Remove Section 10.
- The document needs to be proofread as there are many typographical corrections that need to be made, and we are in the final phases.

**FOURTH ORDER OF BUSINESS**

**Utility Bills/Rates**

Potential rate increase was discussed and the Board agreed to presenting a 20% rate increase across the board for water, sewer and irrigation. Also, there should be a provision for an ongoing CPI increase in rates, it is not to be mandatory but instead optional to be considered annually by the Board of Supervisors. The Board agreed to have the April meeting as the target date for the Public Hearing to adopt the new rules as well as the rate increase.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

Subsequent to discussing the possibility of a change in the meeting time of the regular monthly meetings, and with there being no further business to discuss, this continuation meeting was adjourned.

On MOTION by Mr. Ducoffre seconded by Ms. Dillon with all in favor, the meeting was adjourned at 11:28 a.m.

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Calvin Teague  
Secretary

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J. Anthony Davis  
Chairman