

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

The meeting of the Board of Supervisors of the Port of the Islands Community Improvement District was held Friday, March 16, 2018 at 9:00 a.m. at the Orchid Cove Community Center, 25005 Peacock Lane, Naples, Florida 34114.

Present and constituting a quorum were:

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

Also present were:

Cal Teague	District Manager
Daniel Cox	District Attorney
Ron Benson	District Engineer (Late Arrival)
Mitch Gilbert	Florida Utility Solutions (FUS)
Residents	

The following is a summary of the discussions and actions taken at the March 16, 2018 Port of the Islands Community Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and District Manager Teague called the roll with all Board members being present. Attorney Daniel Cox participated in today's meeting via telephone. Also present were Mitch Gilbert of Florida Utility Solutions and District Engineer Ron Benson

SECOND ORDER OF BUSINESS

Approval of Agenda

The Agenda was approved as presented.

On MOTION by Ms. Dillon seconded by Mr. Ducoffre with all in favor, the Agenda was approved as presented.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being none, the next Order of Business followed.

FOURTH ORDER OF BUSINESS

Approval of Meeting Minutes

The Regular Meeting Minutes of February 16, 2018 were presented and approved with changes to lines 52, 79, 171 and 172.

On MOTION by Ms. Kehlmeier seconded by Ms. Dillon with all in favor, the Regular Meeting Minutes for February 16, 2018 were approved as amended.

FIFTH ORDER OF BUSINESS

Public Hearing for Rule & Utility Rate Development

District Manager Teague reported that the proposed rule changes including the increase in utility rates were discussed at the last meeting with the changes suggested being made. Once all changes were made by the Board of Supervisors, the Public Hearing was opened. Comments were received from Ms. Jeanie Kungle and Mr. Ray Jensen. The Public Hearing was closed and the Board of Supervisors will consider adoption of the "Rules" during the April meeting.

On MOTION by Ms. Dillon seconded by Ms. Dillon with all in favor, opening of the Public Hearing at 10:03 a.m. was approved.

After extensive discussion, the Public Hearing was closed.

On MOTION by Ms. Dillon seconded by Mr. Davis with all in favor, closing of the Public Hearing at 10:46 was approved.

SIXTH ORDER OF BUSINESS **Old Business**

A. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Supervisor Kehlmeier presented a verbal report of her ride along with Mr. Soto due to the fact that Mr. Soto was not present at today's meeting. She identified several items, which will need follow-up as follows.

- The stumps need to be removed on Newport Drive.
- Agaves will be ordered for replacement of those that were lost in the area behind the sales office. This will be at no charge to the District.
- The lights on Newport Cay are still out. Supervisor Kehlmeier will talk with Mr. Soto to have this completed.

ii. Irrigation Mainline Report

There being none, the next Order of Business followed.

iii. Any Proposals to be Considered

There being none, the next Order of Business followed.

B. Orchid Cove Irrigation Meters Agreement Update

Done and once signed by Orchid Cove the Chair will sign to put it into effect.

C. Culvert Repair for 115 to 117 Newport Drive Update

It was reported that this has been completed, however, the Board of Supervisors did not feel that the sod had been placed yet. Mr. Pepin will check on this and Mr. Benson will check the seawall of the property next door at 117 Newport. If this is found to be a CDD issue, quotes will be obtained for cleaning and regrading.

SEVENTH ORDER OF BUSINESS

New Business

A. Monument Repair Bids

District Manager Teague reported that no one has given an estimate for this. It was agreed that if the District's field services staff can do the cleanup, then that will be fine.

B. Discussion of Firebreaks to Protect District Assets

With the recent fires having been experienced in the area, Board of Supervisors expressed interest in beginning talks about creating firebreaks around the utility plants, wells and back up pumps to see if anything can be done to protect these areas with note being made that this is a grave concern since this is in the event of an emergency situation such as the recent controlled burns shown as the fire from these burns came very close. Mr. Gilbert and Mr.

Pepin have contact numbers for the State and are to contact them to see if they would create a firebreak.

EIGHTH ORDER OF BUSINESS Manager's Report

A. Discussion of General Election

i. Qualifying Information

District Manager Teague pointed out that this is an election year with Mr. Davis and Mr. Ducoffre up for reelection. He explained that the requirements are in the packet as well as posted on the website for those wishing to run for office. He further explained there were two ways to run, one being to announce candidacy by petition or to pay a \$25 fee. If you choose the petition route, you will need 25 valid signatures submitted before May 21. If you choose the \$25 route, you just need to be sure your fee is paid and your information is submitted by June 24, 2018. He also went over those items needed to submit by that June 24 deadline.

ii. Resolution 2018-01 Confirming the District's Use of the Collier County Supervisor of Elections to Continue Conducting the District's Election of Supervisors in Conjunction with the General Election

On MOTION by Ms. Dillon seconded by Mr. Davis with all in favor, to have the County continue to conduct the District's Election of Supervisors was approved.
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B. Discussion of Fiscal Year 2019 Budget Schedule

District Manager Teague updated what is anticipated to be the 2019 Budget Schedule stating that the data will begin being gathered and a draft budget will be presented to the Board during next month's meeting. He asked that any ideas/goals, which the Board would like incorporated within the budget be submitted to him for addition to the proposed budget. He advised that the only restriction is that as of the June 15th, whatever has been set as the assessment rate at that time, it cannot be increased from that point. The Schedule was accepted.

C. Insurance and Reimbursement from storm Damage

No changes, however, we are still awaiting determination by the insurance company. They have asked for further information. Once determination has been made by the insurance company, that which has been denied will be submitted to FEMA.

D. Financial Statements for Period Ending February 28, 2018

Question was raised regarding taxes paid on Parcel 13 advising that the check written was for the March payment, however, it was recorded in payment February leaving a difference of \$145.37 rendering an overpayment. Note was made that the checks, which needed to be reclassified from last month for Engineer Benson and Attorney Cox have not been corrected. District Manager Teague advised that he felt this had been taken care of but will check to be certain. Additional question was raised about where the CID stands with Eveningstar Cay. District Manager Teague advised that this remains a question at hand.

On MOTION by Ms. Kehlmeier seconded by Ms. Dillon with all in favor, the Financials for period ending February 28, 2018 were accepted as presented.

E. Mosquito Control Updates

After extensive discussion regarding the auto trap/counter, District Manager reported that there is a proposal for the counter. the Board of Supervisors voted not to purchase at this time.

On MOTION by Mr. Kish seconded by Mr. Ducoffre with all in favor, delaying the purchase of the mosquito control auto trap/counter was approved.

F. Utility Billing Updates

As per the above discussion, District Manager Teague announced that Eveningstar Cay will be turned off. If there is no hesitancy expressed by the Board of Supervisors. There being none, staff will be informed to disconnect.

F. Utility Billing Updates

All items covered within Agenda items.

NINTH ORDER OF BUSINESS

Field Manager's Report

A. Field Report for March

Reviewed with no comments and/or requests.

B. Entrance Lights

This item having been addressed above, the next Order of Business followed.

TENTH ORDER OF BUSINESS

Utility Operations

A. Utility Operations Report for March

Report was reviewed with Mr. Gilbert being informed that a pump had to be replaced at Orchid Cove Lift Station.

B. Replacement of Roto-Mesh

Mr. Gilbert and Mr. Benson discussed an alternative to roto-mesh which has been priced at \$40,000 to \$50,000 with the feeling that if this were to be installed, then the roto-mesh could be delayed. These will be used in rotation with the new one. The Board approved for a not to exceed amount of \$50,000.

On MOTION by Mr. Kish seconded by Mr. Ducoffre with all in favor, to allow the Engineer to move forward with the roto-mesh alternative for an amount not to exceed \$50,000 was approved.

C. Canal Pump Station Update

Motors for both pumps were received today and will be installed next week after coordination with the fire department. Mr. Gilbert also discussed preventative maintenance contract for these two (2) new pumps due to the usage involved with these pumps.

ELEVENTH ORDER OF BUSINESS

Engineer's Report

A. Permit Renewal of WW Permit Update

Status report was given by Engineer Benson. He stated that data is still being gathered.

TWELFTH ORDER OF BUSINESS

Attorney's Report

A. North Hotel and Parcel 13

Attorney Cox was present via telephone but reported that he had nothing to add at this point. District Manager Teague reported that the interested parties he has met with expressed no further interest after seeing the site.

B. Model Plan Club Property Maintenance Agreement

Agreement signed and approved by both parties.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comments

Supervisor Dillon again shared frustration with the posts which continue to be appearing on the Next-Door Neighborhood website with Jeanie Kungle being the most current target.

Supervisor Dillon when on to share that Jeanie takes care of sending out the newsletter at her own expense totally. Comment was made that the community should be grateful that she tries so hard to keep all residents informed.

FOURTEENTH ORDER OF BUSINESS Audience Comments

There being none, the next Order of Business followed.

FIFTEENTH ORDER OF BUSINESS Adjournment

There being no further Orders of Business, the meeting was adjourned at 1:19 p.m.

On MOTION by Ms. Dillon seconded by Mr. Davis with all in favor, the meeting was adjourned at 1:19 p.m.

Public Discussion on Financial Issues Plus Redevelopment Options for POI Realty Property

District Manager Teague gave a Power Point presentation about the financial difficulties that the CID due to non-payments of assessments by two large properties. This has had an effect of a revenue shortage of approximately 30% which the CID had to endure as well as identifying development options for the N. Hotel & Parcel 13 moving forward. The District Manager summarized aspects for this presentation as well as the fact that there is no revenue coming in from this property. It was announced that this power point presentation will be placed on the CID's website for review. The residents expressed their thanks for this presentation as well. Comments were also made by the Engineer and Attorney.

Calvin Teague
Secretary

J. Anthony Davis
Chairperson