

**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, October 20, 2017 at 10:00 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
Ron Benson	District Engineer
Mitch Gilbert	Florida Utility Solutions (FUS)
Chief Kingman Schuldt	Greater Naples Fire Chief
Caleb Morris	Greater Naples Battalion Chief
Residents	

***The following is a summary of the discussions and actions taken at the October 20, 2017 Port of the Islands Community Improvement District's Board of Supervisors Meeting.***

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Chairman Davis called the meeting to order and District Manager Teague called the roll with all Board of Supervisor members being present. Also present were Fire Chief Schuldt, Battalion Chief Morris, District Attorney Daniel Cox, District Engineer Ron Benson, Robert Soto of Soto Lawn and Mitch Gilbert of Florida Utility Solutions.

**SECOND ORDER OF BUSINESS**

**Approval of Agenda**

The Agenda was presented for this meeting. District Manager Teague stated that that there was one (1) addition to the Agenda, which would be added as 6A, Misinformation

Discussion Regarding Operations of the Water and Wastewater Plant. All other items in the Sixth Order of Business were moved to B and C respectively.

On MOTION by Ms. Dillon seconded by Ms. Kehlmeier with all in favor, the Agenda was approved as amended.

**THIRD ORDER OF BUSINESS**

**Public Comment on Agenda Items**

Prior to any Public Comments on Agenda Items, Chairman Davis stated that Greater Naples Fire Chief Schuldt and Battalion Chief Morris were present to give an update on the status of recovery from Hurricane Irma. Chief Schuldt explained that the Naples Fire Station might appear busier than usual with a lot of fire trucks in the parking lot, however, during the hurricane at least two (2) but really three (3) of their fire stations were lost. He also stated that there were also several stations which remain inoperable, one of those being the Everglades Station. He stated that they hope to have the Everglades Station reopened within the next week or so. After answering questions from the audience, and there being no Audience Comments on Agenda Items, the next Order of Business followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Meeting Minutes**

The Regular Meeting Minutes of August 18, 2017 were presented with changes to Pages 3, 6, 1, and 4.

On MOTION by Ms. Dillon seconded by Ms. Kehlmeier with all in favor, the Regular Meeting Minutes for August 18, 2017 were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Old Business**

**A. Review of Landscape Maintenance Performance**

**i. Review of Inspection Report**

Mr. Robert Soto was in attendance and reviewed his inspection report with the Board of Supervisors with the following comments being made. He also advised that he and Supervisor Kehlmeier had done a ride around on October 16, 2017:

- Mr. Soto mentioned many landscape issues with multiple tree limbs that need to be removed as well as substantial damage to the irrigation system which was caused by a big Oak tree falling. This will need to be redone. He stated

- he would take care of any blind spots at intersections as well where plant growth or trees obstructing safe entry into any given intersection.
- Mr. Soto stated that there is a damaged timer and a leak on Newport Drive. It was determined that estimates will be needed to proceed forward with these repairs.
  - Mr. Soto stated that there are multiple downed trees in the retention area which remains too saturated to address at this time as well as nine (9) trees in the utility plant area and three (3) on 41 which need staking. This will be accomplished as soon as possible.
  - Extensive discussion was held regarding removal of debris, which can be taken to Newport Drive; however, it must be kept off the roadway.
  - Mr. Soto requested guidance from the Board of Supervisors on how to proceed with the previously approved tree trimming. After extensive discussion, it was decided that cost estimates would definitely be needed once it is determined what insurance will pay, what FEMA may take care of, etc. District Manager Teague stated that insurance had already determined that debris removal/pickup will not be a covered item. Finally, Chairman Davis advised that he felt all of the debris pickup/removal will be taken care of at no charge if everyone could just endure for a little bit longer.
  - The remaining items are addressed within his submitted report.

## **ii. Proposals to be Considered**

Proposal for repair of the irrigation system is being prepared and will be submitted next meeting.

## **SIXTH ORDER OF BUSINESS**

### **New Business**

#### **A. Misinformation Regarding Operations of Water and Wastewater Plant.**

District Manager Teague presented an information sheet of 13 questions that he had been given from the neighborhood blog along with staff responses to these misstatements. Mr. Gilbert answered questions from the audience and reviewed a timeline he had prepared regarding what occurred and how he and his staff responded during the hurricane. In addition, the Board of Supervisors was very vocal that Mr. Gilbert kept District Manager Teague and the Board of Supervisors abreast of

occurrences at the water/wastewater plant during this State of Emergency. Numerous comments were made by citizens in support for the efforts of Florida Utility Solutions during the storm and that they were appreciative that comments refuting the inaccurate information was being provided.

**B. Union Road Repair Bids**

Tabled for now until the storm damage cleanup and repairs have been completed.

**C. Rules and Utility Rate Workshop Discussion**

A draft of a condensed set of Rules and Regulations was briefly reviewed and the Board of Supervisors authorized District Attorney Cox to work with staff to present an updated set of rules which will reflect all rules previously adopted by past Boards and identify those which can be eliminated that are covered in State regulations. The Rules submitted by District Manager Teague were a codified version in which duplicates and/or non-ruled language was removed. This has been converted to a Word document for ease of future adjustments. Further discussion will continue in a workshop which is anticipated to be held in December or early January 2018.

**SEVENTH ORDER OF BUSINESS**

**Manager's Report**

**A. Storm Lessons Learned**

District Manager Teague briefly commented as follows:

- He stated that lessons from the recent storm were learned and moving forward a pre-storm inspection will be done to make sure items with the potential for damage will be flagged and if needed tie-downs placed. Likewise, a post-storm inspection will also be conducted as soon as it is possible with any safety hazards being identified such as any downed power lines with pictures and documentation of losses being gathered. It was also felt that there needed to be better communication with the entire Board of Supervisors as well as the Website being continually updated.

**B. Financial Statements for period ending September 30, 2017**

Financial Statements for period ending September 30, 2017 were presented.

On MOTION by Mr. Ducoffre seconded by Mr. Davis with all in favor, the Financial Statements for period ending September 30, 2017 were accepted as presented.

**C. Mosquito Control Updates**

District Manager Teague updated the Board of Supervisors on the mosquito control efforts and stated that spraying had ceased due to the approaching drier weather which seemed to have reduced the mosquito counts. It was, however, agreed that Mr. Edge would resume spraying efforts as soon as possible when landing counts warrant. Staff will make certain that Mr. Edge is aware and kept up to date in this regard.

On MOTION by Mr. Ducoffre seconded by Ms. Dillon with all in favor, that mosquito spraying efforts resume beginning Monday, October 27, 2017 and commencing three (3) days per week, i.e., Monday, Wednesday and Friday as justified by mosquito counts was approved.

**D. Utility Billing Updates**

**i. Handheld readers**

District Manager Teague reported that these are still being worked on and the hope is to have them operational soon. This item will be removed from the Agenda for now.

**ii. Aging Report**

A list of delinquent utility billing accounts was presented with a request to “write them off.” These included renters or deceased individuals which we have no means of contact. This was approved by Board of Supervisors.

On MOTION by Ms. Kehlmeier seconded by Mr. Davis with all in favor, the request to “write off” uncollectable utility billing accounts was approved.

**E. Follow-up**

**i. Sprint Bill**

District Manager Teague reported that this remains to be reviewed by Mr. Gilbert. He will have the information soon.

**ii. Tree Installation on CID property**

District Manager Teague explained that this is an issue where the HOA planted a tree on CID property near lift station #6. This was done without CID approval. The

Board of Supervisors felt that this tree should be removed expressing concern about the tree roots could negatively impact the lift station and directed staff to have this tree removed.

On MOTION by Ms. Dillon seconded by Mr. Davis with all in favor, the request to have tree removed was approved.

**EIGHTH ORDER OF BUSINESS** **Field Manager**

**A. Field Report for September and October**

Reviewed by the Board of Supervisors with no action being requested except to take care of the storm damaged areas.

**i. Culvert cleaning under driveways:**

This is on the list to be completed, however it is backed up due to the storm.

**NINTH ORDER OF BUSINESS** **Utility Operations**

**A. Utility Operations Report for October**

Mr. Gilbert reviewed his monthly report with the Board updating them on the status of storm related issues. He discussed "Boil Water" notices and what happens to initiate the issuance of such notices. All other issues remain as covered within the report.

**B. Replacement of Roto-Mesh**

It was reported that the current Roto-Mesh is functioning, however, this is a maintenance intense machine and will need to be replaced in the very near future. Mr. Gilbert and the Engineer advised that this purchase can be delayed, however, this does have to be addressed.

**TENTH ORDER OF BUSINESS** **Engineer's Report**

**A. Update on Utility Operations Transition and Maintenance Concerns**

This was not discussed. It is to be remove from next Agenda until more action is deemed necessary by legal staff.

**ELEVENTH ORDER OF BUSINESS** **Attorney's Report**

**A. Update on legal transactions regarding N. Hotel and POI Reality**

District Attorney Dan Cox advised that the tax deed sale is scheduled for November 13, 2017 at 1 p.m. He stated that the CID will either get money or will own some land. At that time, there will need to be discussion as to how the Board of Supervisors would like to proceed with bond for redevelopment which would include acquiring and

