

**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, April 20, 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	Chair
Norine Dillon	Vice Chair
Kathryn Kehlmeier	Assistant Secretary
Roger Ducoffre	Assistant Secretary
Russell Kish	Assistant Secretary

Also present were:

Cal Teague	District Manager
Ron Benson	District Engineer
Jeremy Fisher	Florida Utility Solutions (FUS)
Residents	

The following is a summary of the discussions and actions taken at the April 20, 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. Also present were Jeremy Fisher of Florida Utility Solutions and District Engineer Ron Benson

SECOND ORDER OF BUSINESS

Approval of Agenda

The Agenda was approved with additions as follows:

- 6 A ii b, Trimming of Trees.
- 8 E, Notification of Registered Voters

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

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 the March 16, 2018 meeting were approved with changes to lines 23, 83, 142 and 243.

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

FIFTH ORDER OF BUSINESS

Public Hearing for Rule Development & Utility Rate Increase Consideration

District Manager Teague summarized the proposed changes, additions and/or deletions to the "Rules" prior to opening of the Public Hearing. The Public Hearing was opened after which public comments were requested.

On MOTION by Ms. Dillon seconded by Mr. Davis with all in favor, opening of the Public Hearing at 9:59 a.m. was approved.

One comment was received during the Public Hearing and with no additional comments, the Public Hearing was closed.

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

Following closure of the Public Hearing, the “Rules” were adopted as amended.

On MOTION by Ms. Kehlmeier seconded by Mr. Davis with all in favor, the “Rules” were adopted as amended.

SIXTH ORDER OF BUSINESS **Old Business**

A. Review of Landscape Maintenance Performance

i. Review of Inspection Report

Supervisor Kehlmeier presented Mr. Soto’s report as he was not in attendance for today’s meeting. Comments/requests were as follows:

- Need to grade on Newport Drive where the stumps have been removed.
- Chairman Davis commented regarding a white pipe in the drainage swale which runs above ground and questioned what it is, if it is a drainage pipe or if it is an abandoned pipe, etc., but the pipe does need to be buried or removed.
- Discussion on sod placement at 117 Newport Dr. but has not been completed.
- The dead Agave plant will be replaced.
- Mulching has been completed.
- Mr. Soto has been given the okay for the lights on Newport and Cays Drive.
- The approved repair on Cays Drive has been completed.
- Supervisor Dillon questioned whether the Canary Palms fall into the overall palm tree trim process. Chairman Davis suggested confirming the process with Mr. Soto but felt if they are not included, to have him include them at the same time he does the others going forward.

ii. Irrigation Concerns

There being none, the next Order of Business followed.

iii. Any Proposals to be Considered

After discussion of the electrician repairs needed, the lights and repairs were approved by the Board for a not to exceed amount of \$3,200 if the estimate of \$2,800 does not include the \$482 that was previously submitted.

On MOTION by Mr. Davis seconded by Ms. Dillon with all in favor, addressing of the lights and repairs for an amount not to exceed \$3200 was approved.

- a. **Clock #2 Burned Out Proposal**
Unknown if this is included in the \$2,800 proposal already discussed.

SEVENTH ORDER OF BUSINESS **New Business**

A. Discussion of Firebreaks to Protect District Assets

Chairman Davis met with Steve Houseknecht of Fakahatchee State Park last week and with a representative of Florida Forestry Service having been scheduled to participate as well, however, they went to the wrong place due to some misunderstanding. This meeting has been rescheduled. The Wildlife Mitigation Specialist is the person that this matter will be discussed with and will inform us of what can and cannot be done regarding POI's boundaries. He went on to discuss that firebreaks would actually be placed when a fire is coming toward a particular locale and thus a firebreak would be used to stop the path of the fire. The matter that needs to be determined is what POI's boundaries are. Supervisor Dillon commented that the District Manger should send a letter to Louland requesting that they remove the debris that exists due to the fire hazard this presents. Wetland concerns were also discussed and how they are impacted. The Engineer and Attorney will discuss the gun range wetlands.

B. 117 Newport Drive – Seawall Cleaning and Grating

After discussion and determination that this had nothing to do with the seawall, the Board of Supervisors authorized repair of the concrete as well as a new grate.

On MOTION by Ms. Dillon seconded by Ms. Kehlmeier with all in favor, repair of the concrete and placement of a new grate was approved.

C. Discussion of Parcel 13 Property

It is the Board of Supervisors' desire to proceed forward with the sale of this property also expressing the desire that a commercial broker be obtained for sale of this property.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Fiscal Year 2019 Budget Discussion

Reviewed with no changes at this time, however, the Board can make suggestions for changes and submit to District Manager Teague.

B. Insurance and Reimbursement from Storm Damage

There has been no change to date as we continue to wait for the insurance company's determination. Also, with regard to the FEMA denial, staff will be filing an objection to this denial as it was based on a "late submission," which was not at all the case.

C. Financial Statements for Period Ending March 31, 2018

The financial statements for period ending March 31, 2018 were presented.

On MOTION by Ms. Kehlmeier seconded by Ms. Dillon with all in favor, the Financials for period ending March 31, 2018 were accepted as presented.
--

D. Utility Billing Updates

There being nothing new to report, the next Order of Business followed.

E. Notification of Registered Voters

It was reported that there are 548 registered voters in POI.

F. Follow-up

Discussion ensued regarding the dorm, the sprinklers and how to get them using potable water. They have proposed purchasing \$47,000 worth of ERCs in advance. The Board agreed to accept their offer as extended.

NINTH ORDER OF BUSINESS

Field Manager's Report

A. Field Report for April

Report reviewed as follows:

- It appears that the sign placed at Union Rd. and 41 was not replaced properly.
- Question was raised if the Stop Sign on Newport at the entrance is correct.
- The culvert at 119 Newport has a pipe or irrigation line in it. The Board asked what this is and whether or not it can be removed. Field Manager Pepin will check into this matter.

