



Portofino Isles

Community Development District

<http://www.portofinoislescdd.com>

Dan Duncan, Chairman

Ronald Willemstyn, Vice Chairman

Juan Azcona, Assistant Secretary

Earl Baker, Assistant Secretary

Frank Austin, Assistant Secretary

May 8, 2018



Portofino Isles

Community Development District

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Phone: 954-721-8681 - Fax: 954-721-9202

May 1, 2018

**Board of Supervisors
Portofino Isles
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Portofino Isles Community Development District** will be held on **May 8, 2018 at 10:00 a.m. at the Newport Isles Clubhouse, 1856 SW Newport Isles Blvd., Port St. Lucie, Florida 34953.** Following is the advance agenda:

1. Roll Call
2. Approval of the Minutes of the February 13, 2018 Meeting
3. Update on Wall and Fence Project
4. Acceptance of Assignment of Drainage Easements
5. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager
 - D. CDD Manager – Number of Registered Voters in the District – **1,225**
6. Financial Reports
 - A. Approval of Check Register
 - B. Balance Sheet and Income Statement
7. Supervisors Requests and Audience Comments
8. Adjournment

Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: <http://www.portofinoislescdd.com>

**MINUTES OF MEETING
PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Portofino Isles Community Development District was held Tuesday, April 10, 2018 at 10:00 a.m. at the Newport Isles Clubhouse, 1856 SW Newport Isles Blvd., Port St. Lucie, FL.

Present and constituting a quorum were:

Dan Duncan	Chairman
Ron Willemstyn	Vice Chairman
Juan Azcona	Assistant Secretary
Frank Austin	Assistant Secretary

Also present were:

Gerry Knight	District Counsel
Paul Winkeljohn	District Manager
Pat Ferland	District Engineer
John Jado	Resident (Field Supervisor)
Mr. Maas	Resident
Marc Taft	Resident

FIRST ORDER OF BUSINESS

Roll Call

Mr. Winkeljohn called the roll and stated we have a quorum.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Consideration of Appointment of Supervisor to Fill Unexpired Term of Office - Seat #1 (11/2018)

B. Oath of Office for Newly Appointed Supervisor

Mr. Winkeljohn: Item No. 2 on your agenda is organizational matters, and we've had an opening for some time and if the Board is interested we could take a motion to appoint someone today, or table for another time.

Mr. Willemstyn: I make a motion to appoint.

Mr. Winkeljohn: Ok so we have a motion to appoint, and the name of the person you want to appoint?

Mr. Willemstyn: Frank Austin.

Mr. Winkeljohn: Thank you. Is there a second to that motion?

On Motion by Mr. Willemstyn seconded by Mr. Duncan with all in favor, appointing Frank Austin to fill the unexpired term of office, seat #1 expiring November, 2018 was approved.

Mr. Winkeljohn: Very well, congratulations on your new responsibilities. I had a chance to hand you a copy of the package, but let's go over it again here for the record. I have an oath of office that I need to administer to you and swear you in as a Board member. So I will say "I", then you would state your name for the record, and then after I read the oath, if you agree, you would just say "I do", so "I".

Mr. Austin: "Frank Austin."

Mr. Winkeljohn: A resident of the State of Florida and citizen of the United States of America, being a Supervisor of the Portofino Isles Community Development District and recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly, and impartially discharge the duties devolving upon me in the office of Supervisor of the Portofino Isles Community Development District, St. Lucie County, Florida.

Mr. Austin: "I do."

Mr. Winkeljohn: Congratulations. So now you'll fill that out, sign it, and give it back to me, and I will notarize it right now, and enter it into the District's records, so if you would please do that now. The other documents I've handed you are Form 1, which is the financial disclosure form that each Supervisor is responsible for. You have 30 days from today to submit that to the Supervisor of Elections in the county in which you reside. I've handed you the other documents that show you where you can submit

that form. I strongly recommend you make a copy of it, and note when you do it, if you mail it, and things like that, so that in the future if there's a mistake or magically it gets lost, between the county and the State of Florida we can help you and argue on your behalf that you did it. Then each June you'll be given a new form to resubmit for every year you're on the Board. When you come off the Board, there's a form which is Form 1F that I've also given you a copy of, and you'll need to submit a new financial disclosure form and a Form 1F to remove you out of the system, and then they won't chase you. The reason this is important, one is it's required, but two, they'll fine you and they are serious about the fines and you don't want that to happen.

Mr. Austin: No, I don't.

Mr. Winkeljohn: So we'll work with you but it's your responsibility to take care of that, and Gerry or myself can answer any questions should you have any. The other documents in there relate to the Sunshine Laws and the conduct of a District Board member. If you ever have any questions about how to handle that or what's allowable or not allowable, you can just let me know, I'll give you my business card before you leave and you'll be able to reach out to me directly on my cell phone or through email, and we'll take care of you right away.

Mr. Austin: Ok.

C. Election of Officers

Mr. Winkeljohn: The effect of having a new Supervisor is to reaffirm the officers of the District and that's required. Presently you have as your officers, Dan Duncan as chairman, Ron Willemstyn as vice chairman, and I ask that all other members be appointed as assistant secretaries. My office provides you myself, Paul Winkeljohn, as an assistant, as well as a secretary and treasurer, who are Rich Hans and Patti Powers respectively. If you don't want to change anything, a motion would sound something like, "so moved" to retain the officers stated and adding Frank Austin as an assistant secretary would be a way to handle that.

Mr. Azcona: Ok.

Mr. Winkeljohn: So that's a "so moved"?

Mr. Azcona: Yes.

Mr. Winkeljohn: Is there a second?

On Motion by Mr. Azcona seconded by Mr. Willemstyn with all in favor, election of officers, keeping the existing officers as stated on the record by Paul Winkeljohn and adding Frank Austin as an assistant secretary was approved.

Mr. Winkeljohn: Great, so we'll add Mr. Austin as an assistant secretary.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 13, 2018 Meeting

Mr. Winkeljohn: That brings us to item No. 3 which is the minutes from the February 13th meeting. If those are in order, a motion to approve would be in order.

Mr. Azcona: Based on what I've seen, I'm ok with it, but obviously 5 minutes is not enough time to go through the entire set of minutes.

Mr. Winkeljohn: At a later time if you find an error we can always bring it up and correct.

Mr. Azcona: Ok.

Mr. Winkeljohn: So we're just accepting them as our record by motion.

Mr. Duncan: I cannot vote if I haven't read them.

Mr. Winkeljohn: Ok, well we can bring them back up, if anyone sees any errors and just have a motion to amend the minutes to correct something at any time. The actual record of the District is the audio tape, which I have in our server so it's always there.

Mr. Duncan: Ok.

On Motion by Mr. Azcona seconded by Mr. Willemstyn with all in favor, the Minutes of the February 13, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Update on Wall and Fence Project

Mr. Winkeljohn: Moving on to item No. 4 which is the update on our wall and fence project, and I know Dan and John have been on top of that as always, so if you guys have anything you want to share now is a good time.

Mr. Duncan: Everything is going as planned. The entrance wall is almost completed.

Mr. Jado: They'll finish painting today or tomorrow.

Mr. Duncan: And the iron fence is ordered, the gates are ordered. The electrical we had a snag because the drawings have not been updated, and therefore, there was a difference between the original submitted master plan to the city, and the actual electrical plans to the building department. The drawings have been updated, and we are expecting the electrical permit process to start this week. So the electrical contractor will submit to the building department, and the building department will ask for the sign off of planning and zoning department which we hope to have it. Then we did something different in order to be on schedule, so what we've done is actually allowed the vendor to order the parts in advance of the permit bringing the risk of not getting the permit into the District. We looked at the risk, we talked to the city and so forth, and because it's about 4 weeks delay between getting the parts and ordering the parts, we decided this is the most appropriate and the risk is about \$40,000. We do not expect to have any problems because planning and zoning looked at plans and so forth.

Mr. Winkeljohn: And were those already ordered, those supplies?

Mr. Duncan: At this moment yes.

Mr. Winkeljohn: I don't think I've written a check for it yet.

Mr. Duncan: No you haven't, you are pretty far from writing the check.

Mr. Winkeljohn: Because one thing they can do is, we can direct buy the materials and save the sales tax.

April 10, 2018

Portofino Isles CDD

Mr. Duncan: Ok well these are the steps. When you originally have a contract and you release the order, originally the vendor sends the order in but puts a stop which says do not start the fabrication until I give you the go ahead. With the letter that we have from the District, that we are ok before the permit, so the vendor would actually wait for the permit, and when the permit is done, we'll start the fabrication. This time, we start with the fabrication but we will pay only after the parts start coming in, and we actually see the parts ourselves, which is like 4 weeks away and we expect the permit to be in our hands by then. So the check, you'll have to pay the first check in maybe 3 or 4 weeks from now.

Mr. Azcona: And what are the parts you are referring to?

Mr. Duncan: They are the light fixtures that I put on each of the poles, which I got 50 of those or 30 of those, and the poles, wires.

Mr. Azcona: Everything related to the lighting fixtures basically.

Mr. Duncan: Yes, lighting fixtures and there are poles that we put in the median at the entrance.

Mr. Azcona: Ok, what about the fence, when is that coming? What's the ETA on that?

Mr. Duncan: It's about 3 weeks away.

Mr. Azcona: Ok.

Mr. Duncan: It's custom made, everything is custom made.

Mr. Azcona: Ok, and that's going to be mounted over the small walls and then covering the other gaps.

Mr. Duncan: Yes, and it's more than that, also all the gates, the car gates and the fence and everything is custom made.

Mr. Azcona: So between the wall, where there are some gaps, those will be fenced.

Mr. Duncan: Are you talking about the 2'?

Mr. Azcona: No, behind the monument, there is a gap between one wall and the other, it's on the corner that will be fence in between?

April 10, 2018

Portofino Isles CDD

Mr. Duncan: Yes, everything will be enclosed, that was 4' between the two. So at this moment I'm working on the signs, on the lettering that needs a permit and we are stuck by the fact that we don't have the logo. We don't have the colors, you know the logo, the compass, so I can show you our proposal that is identical to the one that originally was in Newport Isles, you know when you come in, there is a big sign there, and that logo on the big monument, I took it as the original logo of the community so if the HOA agrees we might go forward with that.

Mr. Maas: I reviewed the records that are available to me, and I can find no indicator of the actual color, the logos that we've had printed, the printer tells me that the blue colors are done on a gradient, so there is no specific color but the color that they use is an international tone, it's called Palm Micro Sands, or PMS293 is the blue color that's used in the logo.

Mr. Duncan: Well it would be very difficult to actually fabricate a cast of metal fabrication of this logo with an international gradient color.

Mr. Azcona: Why don't we just select a specific color pallet and then we just have that as the start.

Mr. Duncan: I will get the proposal, the HOA will decide, but I actually need, I can't do a gradient, I need a real color. I mean I can do a gradient but it will cost a fortune.

Mr. Maas: The color that they use is PMS293, it's a blue, and that's the international color code for it, Palm Micro Sand 293.

Mr. Duncan: I don't know if I can actually do that definitely.

Mr. Willemstyn: Is that in the aqua family?

Mr. Duncan: It's not only one color, there's a color for the background, and in my opinion it should be white, and there's a color for the compass arrows, some of them, in most of the cases that I've seen the smaller arrows are black, and the arrows are an aquamarine type green/blueish stuff. I'm trying to get the spirit of the logo that one can cast a metal fabrication, this is not a printer, it's actually a combination of what they can do. So I will ask about this but I cannot afford to cast to fabricate an exact color.

April 10, 2018

Portofino Isles CDD

Mr. Jado: We can always match it as close as we can.

Mr. Willemstyn: I think that's the best way to go.

Mr. Jado: As long as the HOA has no objection.

Mr. Duncan: Well I mean, I would have a proposal for what it should be which is not what some design people are coming up with a color printer, which you can do other combinations.

Mr. Azcona: I think the HOA should provide to have a definite logo with established color and then there is no discussion about it, whatever it is, we go by that.

Mr. Duncan: Well this is additional money that I'm spending that was not in the budget to put logos and things like that. Depending on the cost, I can either do it or not do it, I mean it's pretty simple stuff, there are two types of logos, one is what I call the monument logo with cast letters, and the cast logo that is custom made. So I can get only the colors that are on the pallet as the cast manufacturer.

Mr. Azcona: Ok so then we have to work with whatever the cast manufacturer has, but it will have to be the closest to the existing logo and that's it.

Mr. Duncan: Ok, and I look at different things and there are different ways. Then I intend to put some logos which are different on the gates themselves, which are cutouts and so forth, and that's a completely different manufacturing process. So I have to find something that I can get to both manufacturing process and they look like they're in the same family. So after the electrical and the signs, it will be landscaping and then I'm done. There are sprinklers that they have to decide on those. We are on budget, I keep a very tight excel spreadsheet, and by the way, do you have a copy of what I sent to Patti?

Mr. Winkeljohn: Yes, I have the last one, and she has a big batch that was being cut today, so it needs to be updated.

Mr. Duncan: Ok, so you send me that and I will check that versus mine.

Mr. Winkeljohn: Perfect.

Mr. Duncan: Ok, so that's the update. We have additional costs that we need to repair at the time of the landscaping in repairing the sod, but we are slightly under

April 10, 2018

Portofino Isles CDD

budget, slightly, and I tried to keep it that way because on expected costs like redoing the drawings, that is not yet in the budget, and we had to pay KAMM Electric for revising all the drawings but these are the contingents that they had, but it's coming along.

Mr. Azcona: And the last step will be once the fence is installed and the pedestrian gates and so forth are connected with the existing gates that are there for the vehicles?

Mr. Duncan: At Rosser, we keep the gates but the big thing I have is all new.

Mr. Azcona: Yes but for Rosser we'll keep whatever is there, and we just make them operational?

Mr. Duncan: Well we have to move them, we have to move the motors.

Mr. Jado: We're going to clean them up a little bit and reinforce them a little bit probably.

Mr. Azcona: You know that's putting a bandaid.

Mr. Austin: What we're putting up here is state of the art but that's the heavy duty product we could get.

Mr. Azcona: And did we get any estimates for matching the quality for Rosser, not for right now but maybe as a phase 2?

Mr. Duncan: The Rosser gates belong to the HOA.

Mr. Azcona: So it would have to be a HOA decision.

Mr. Duncan: It's the HOA, and we will provide them the fabricated that does the drawings and everything else, and we can provide them.

Mr. Maas: Ok.

Mr. Winkeljohn: And Mark is here if you have any questions, and Mark you don't have any update on HOA plans for that gate do you?

Mr. Taft: No.

Mr. Winkeljohn: Ok.

Mr. Duncan: They will have to have drawings, like we have drawings for each of the gates, and each piece of fence that connects the gates.

April 10, 2018

Portofino Isles CDD

Mr. Jado: These are all custom made, they're not ordered from a manufacturer in Ohio.

Mr. Azcona: But it would be a substantial savings for the HOA if they were able to jump on board and get those things done while we're working on the project.

Mr. Duncan: No I think they can order it at any given time.

Mr. Winkeljohn: Right, there's no economy, it's per order.

Mr. Duncan: We are going through the process, which is the most expensive to move the gate, the Rosser gates, they have to be moved to align them differently than where they are today because motors have to be moved, and to do that is a part of this project, but the actual physical gates can be ordered at any time.

Mr. Azcona: Yes but we are going to have to be spending money on fixing the existing gates, fixing the motors or whatever needs to be done, and then at a later time, the HOA will have to throw all that in the garbage.

Mr. Duncan: No.

Mr. Jado: No, just replacing the gates.

Mr. Azcona: Ok, just the actual gates.

Mr. Duncan: Yes, just the actual gate, the gate will be the same size, the same format, it might be a thicker gauge and stiffer gauge but it will be the same. I'm trying to design a logo that I will put on the gate that can be easily removed and re-welded back to our new gate.

Mr. Azcona: Ok, sounds good.

Mr. Duncan: The last item, is what we call the controllers, your access, this is the whole system that will open and close the gates and align a low voltage and it's difficult because the permitting will be done under the overall electrical project that has to provide the high voltage to the motors. So we've done that, and I'm in the process of, and by the way the stuff that I sent you, would you please change, and I can change it, but would you please change the warranty to 1 year later and 1 year past, it's a special section warranty.

Mr. Winkeljohn: Right, I remember it.

Mr. Duncan: Because I sent it to the vendor and he said that's all he can do, because the parts have a 1 year warranty.

Mr. Winkeljohn: Right, I got it, that doesn't surprise me, ok.

Mr. Azcona: If we are moving the gates we will need to adjust probably the security cameras as well because they will be out of angle.

Mr. Duncan: This is done under what we call the controller adapter.

Mr. Azcona: And that will be something that the CDD will do, or the HOA will take care of it?

Mr. Duncan: There are two contracts with these controllers, we have about 60% and there is another contract with the HOA and both will be done at the same time, so we pay 60% and the other 40%, and Marc has the task to help the HOA.

Mr. Jado: It's the same contractor.

Mr. Azcona: Yes, the same contractor but it will be done simultaneously.

Mr. Duncan: We took the whole package of work, and we divided into what is CDD and what is HOA.

Mr. Azcona: No, I know that, but the question is that if we have taken into consideration that when we're moving the gates, the camera angles are going to be out of whack, and whether we're taking care making sure that those are properly set up, or that's something that the HOA needs to be aware of.

Mr. Duncan: It's a part of the overall contract and it will be done at that same time, and part is paid by the HOA, and part is paid by us.

Mr. Azcona: Ok.

Mr. Winkeljohn: Got it.

Mr. Azcona: So 4 weeks more or less?

Mr. Duncan: Not for this, the controllers will be done subsequent to all the gates and fence being installed.

Mr. Azcona: Ok.

April 10, 2018

Portofino Isles CDD

Mr. Duncan: We are hoping that the electrical board and the conduits for the wiring can be done ahead, and remember I have to have electrical wiring and boxes at each of the columns.

Mr. Winkeljohn: Relocated.

Mr. Azcona: Ok, but once the products come, do we have to wait for additional permits or we should be ready to go?

Mr. Duncan: The only permit that we need at this moment will be a permit for the sign. The electrical permit is the last big permit that we are waiting for and we are in the process of getting.

Mr. Azcona: Ok but once we get the fences we don't have to wait for that, they just install them.

Mr. Duncan: No, the fences get their own permit and we have.

Mr. Jado: They're about 2 to 3 weeks away.

Mr. Azcona: Ok.

Mr. Duncan: I'm going to the city to talk to the planning and zoning division this week because we submitted a new set of drawings and we've been there and talked to the guy and so forth, to make sure that when the electrical permit that goes to the building department, we will need a signature from planning and zoning to be done properly, and the last part is the sign permit, which I'm waiting for the contractor to get the appropriate logo from the HOA.

Mr. Azcona: Ok.

Mr. Jado: One of the Board members are here, the president is here, if she gives us permission to match that one out in the front, it's over and done with, we match it as close as we can and go on from there.

Mr. Maas: Just colors.

Mr. Duncan: It's just different and I cannot use one of these colors, PMS293, or whatever it is because.

Mr. Jado: What does the PMS stand for?

Mr. Maas: According to the printer it's an international color for that color.

Mr. Winkeljohn: That's the digital code for that color.

Mr. Maas: He said anywhere in the world you'd be able to match that color with that code.

Mr. Duncan: Not in casting.

Mr. Maas: I don't have the original one from the developer.

Mr. Duncan: Ok.

Mr. Azcona: So basically what we could do is get the proof from the companies that are available who will develop the cost of the cast and show them, this is how it would look.

Mr. Duncan: I already have that, I have to find something that gets to be a metal fabrication for the gates and casting for the monuments, they are two complete fabrication processes.

Mr. Azcona: Right, so they will not even match exactly.

Mr. Duncan: They will match, when I get the color that exists in the pallet. It's like a body shop, the metal fabrication is like a body shop, so you have a pallet of colors, the casting is a little more difficult.

Mr. Azcona: Ok.

Mr. Duncan: That's the end of the report.

Mr. Winkeljohn: Ok.

Mr. Duncan: And out of that we have to have a sprinkler system design, re-sodding, and doing the landscaping.

Mr. Azcona: Alright.

Mr. Winkeljohn: Thank you Dan. Are there any other questions for Dan?

A resident: I have a question.

Mr. Winkeljohn: Yes sir.

A resident: Was it in the original plan to re-use the current gates?

Mr. Winkeljohn: On Rosser yes. The ones up here had to be completely redone because there would be no way to utilize them.

April 10, 2018

Portofino Isles CDD

A resident: Alright, and another question. On the original plan, or the approved plan, there's a section of gate or a fence I should say, that goes from across the lake from the existing wall that was here that the builder put to match up to the wall, wasn't that supposed to a wall? Any of the plans I've seen that was supposed to be a wall.

Mr. Duncan: Actually none of the plans.

Mr. Jado: What are we talking about, this little envelope in the front?

A resident: From out here, the plan I have at home which I got at one of your meetings, shows a wall.

Mr. Duncan: No, the wall ends where the wall ends, and this was a fence all the way coming here.

A resident: And I can go home and get it.

Mr. Duncan: Sure.

Mr. Winkeljohn: Ok, we can certainly look at it, but it's always been a fence, going up against the lake into the lake.

Mr. Duncan: The one that we just completed, there's a fence there.

A resident: No, not the one that goes down to the lake, that was one that was done way back, and when this project started, there was a fence that came all the way out, so now there's basically two fences, one goes down to the lake, and one goes around the lake, and on the plan that I have at home.

Mr. Duncan: Sure, show the plan and read it carefully and you'll see the 400 linear feet ends where the wall ends and the fence starts, so just read it carefully.

A resident: Do you mind watching her and I'll go get it.

Mr. Winkeljohn: Ok, are there any other questions?

A resident: I'll be right back with it.

Mr. Jado: If I could make a suggestion, if you ask Marc he has the approved plans that were signed off, I would assume he has it.

Mr. Winkeljohn: But we can move on with our agenda while they research that question.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution
#2018-01 Approving the
Proposed Fiscal Year 2019
Budget and Setting the Public
Hearing**

Mr. Winkeljohn: So for this time of the year you guys probably know that we try to begin the budget process. There's a couple of components today that we can tackle, one of which is setting the assessment ceiling. Districts have to decide before June 15th whether they want to change their assessment level and increase it at all. In your situation we set our assessment level a few years ago to be designed to absorb the project that we're finishing up now but, also to absorb the maintenance of that project we'll incur in future years, and some other requirements of the District. The point of that is, that there's no recommendation from staff that you should alter your assessment level at all as of today, and so that makes it a little bit easier for you because you're basically just setting a public hearing to adopt that assessment level. Your budget can be altered to adjust more money for the maintenance out of the project and we'll do that as we get closer to the end of the project. So for today's purposes there's resolution #2018-01 which does that, accepts the current assessment level as your proposed budget and then the second half of that is to set a hearing to adopt that budget. Usually we wait a little bit later in the year to do the adoption because of travel schedules and stuff like that. Right now the two dates that work are the July 10th meeting, which might be troublesome for some people because of the summer and the holiday frequency, but there would be no reason not to wait until your August meeting, which is August 14th. So it's basically a calendar discussion at that point because it is a public hearing, it's advertised, it's a little bit costly and if you miss that meeting, and you don't have quorum, it's very troublesome for you, and so it's far enough out that most of you probably can put that down in your calendars and lock it in, I think the August meeting is plenty of time.

Mr. Duncan: Sure.

Mr. Winkeljohn: Especially when there's no change.

Mr. Azcona: I think August is better because people will be back from their vacations.

Mr. Winkeljohn: Right, so my recommendation is to approve resolution #2018-01 which keeps the existing assessment level and also to set the public hearing for the August 14th date and time.

A resident: I have a question.

Mr. Winkeljohn: Yes.

A resident: We had talked about this project about seeing if there was money that could be allocated and they said to ask for it in April to put the fountains in to help aerate the algae and different things in the lakes, and you said it was near when the budget was going to be done, and so I just wanted to know about that.

Mr. Winkeljohn: Yes and something along those lines would be absorbed within the budget, it would require this resolution to change our assessment level.

A resident: Ok, I just wanted to make sure.

Mr. Winkeljohn: I mean you have a lot of lakes, you could certainly bite off over time a fountain project.

A resident: Right, but we said we could do the first two as you came in to start with.

Mr. Duncan: Well first the Board has to approve the project.

A resident: Right but he said to bring it up in April.

Mr. Winkeljohn: Right and this would be the time to just have it out there.

A resident: Right.

Mr. Duncan: But there are two levels, we do not intend to do the level of taxation.

Mr. Winkeljohn: Right, that's the first premise.

A resident: Ok I just want it to be out there.

Mr. Duncan: Then we take the money and we allocate the money based on all our needs in the community.

Mr. Winkeljohn: Right, and right now at this point of finalizing a project, so what we could do is make that an agenda item for the future and begin staff researching.

A resident: Ok.

Mr. Winkeljohn: So I have a note of that, and we'll certainly keep that in mind. Thank you.

A resident: Ok.

Mr. Winkeljohn: So for resolution #2018-01 that would be a motion setting the public hearing for August 14th, is there a motion?

On Motion by Mr. Willemstyn seconded by Mr. Duncan with all in favor, Resolution #2018-01 approving the proposed Fiscal Year 2019 budget and setting the Public Hearing on August 14, 2018 at 10:00 a.m. at 1856 SW Newport Isles Blvd., Port St. Lucie, Florida was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

Mr. Winkeljohn: So, that brings us to staff reports, Mr. Attorney?

A. Attorney

Mr. Knight: I just want to update you, I don't know if I mentioned this last meeting or not but, I did talk to Hal Dodt about the project and they've run into a snag with the Army Corps and this is what I'm being told because of the ditch, that they now claim jurisdiction, the Army Corps has, and this is what I've heard over the ditch. So, they have to go through the permitting process with the Army Corps to allow them to fill the ditch.

Mr. Duncan: Which ditch are they talking about?

Mr. Ferland: The outfall ditch from the lake up to Rosser, through their property, through the apartment property.

Mr. Knight: So we have an interest in that ditch because that's how the overflow gets into the outfall from the lakes, if it needs to go there. So we've been in

April 10, 2018

Portofino Isles CDD

communication with Hal, with the lawyer, with the engineer for the project, so we're monitoring it but that's the latest. They do on their plans show a pipe that goes around the property to replace the ditch.

Mr. Duncan: And we can hold an easement.

Mr. Knight: Right, we're looking for an easement, there was an easement on the plat, shown on the plat, but it was to the POA for the shopping center, not to us. So we've asked for an easement to the CDD, but anyway, that's the situation and we'll follow up with the engineer again and we'll see what's going on but, right now that's where that stands. That's the latest information I have.

Mr. Duncan: Ok so how do we get involved in the process rather than waiting for the decision, which would be difficult to reverse with the Army Corps of Engineering?

Mr. Knight: Well we were talking about that, we can contact the Army Corps ourselves and say we have an interest in the ditch and if it's going to be filled we want to make sure that it's an easement to the District to replace it.

Mr. Duncan: So you'll write a letter of some sort?

Mr. Knight: Well I think we make a call first to the Army Corps and Pat should do that.

Mr. Duncan: Ok, do you have a contact there?

Mr. Ferland: Yes.

Mr. Knight: And also, I didn't want to, we're waiting to see kind of what happens but we do want to not raise the issue with the lawyer that we do think we have some interest in this, some legal interest, so we want it addressed before it's too late. So he's distracted by this Army Corps thing right now, everybody's like freaking out about the Army Corps.

Mr. Duncan: That's because that can be a killer.

Mr. Knight: Right, well they may require mitigation and things like that, but we can make a deal, they could do some mitigation in our lakes, or they could remove

April 10, 2018

Portofino Isles CDD

some exotics, or we could help them maybe, and I'm just thinking out loud, but we need them to recognize our interests and deal with it.

Mr. Duncan: That's in a way from our point of view, a positive outcome because they will give us the easement because they don't want to have two problems at the same time.

Mr. Ferland: Right.

Mr. Knight: Right, but they didn't want to raise this with their buyer because they have the contract, not they have the property under contract to sell to a builder and so it was supposed to close this month I think. When I talked to Hal Dodt he said the closing was probably going to be delayed as a result of this but we should follow up with everybody and see where we're at.

Mr. Duncan: In the same vein, I would like in our project, the estimates, the quotes that we have, I would like the \$50K to actually be spread out because instead of having in the total reserve, we'd like to make sure that part is never spent as part of our budget. We can see \$50K and it's for a particular type of work when they will complete a project.

Mr. Winkeljohn: Yes, we can create basically a fund for just that.

Mr. Duncan: Right, and I don't want to show it, if we don't spend it, and it's there, but cannot be allocated to any other project, so I don't want to show it.

Mr. Knight: We can put a line item and just say, the mitigation donation, or something like that.

Mr. Winkeljohn: Yes, mitigation side for Rosser, \$50K, and we'll isolate it as its own line item and then you'll always have it.

Mr. Knight: Then you'll have to approve the use of it, if it's in the budget as a line item.

Mr. Duncan: Yes, that's exactly right, and it might be from year to year, showing that as unspent.

Mr. Winkeljohn: That's what it's for, ok got it, we'll add that as an item on our financials. Anything else Gerry?

Mr. Knight: That's it.

Mr. Winkeljohn: Ok.

B. Engineer

Mr. Winkeljohn: Pat, how we doing out there?

Mr. Ferland: Good. I don't really have any report.

Mr. Winkeljohn: Actually there's one more thing, believe it or not that's changed in our world a little bit on the draws that we can take just the electronic version, and there's no reason to follow it up with a hard copy mailed because it's duplicating and we don't want to do that.

Mr. Duncan: Right.

Mr. Winkeljohn: Because it's excessive and historically Districts used to have that and that was required but the world has turned and they're accepting just the electronic version in the accounting auditing world, so it's better because you don't want to pay it twice.

Mr. Ferland: Ok.

Mr. Duncan: So you don't have to put it in the mail now.

Mr. Winkeljohn: Right, so you can save the 50 cents and a few trees.

Mr. Ferland: Ok.

Mr. Winkeljohn: So that's the only thing I had for the engineer.

C. Field Manager

Mr. Winkeljohn: Moving on, John how are we doing out there? I know you had a couple of things for us today.

Mr. Jado: Yes, basically none of the sprinklers are working on Brigantine, so we had to bring a guy in and he took care of it, and all systems are up and running and we're getting ready to get a fine tuning on the sprinkler heads because they're squirting in the street. I have good communication with Matthew, I went over the bugs, the ants, any broken things, in fact, what we probably need is the model to go over it again.

Mr. Winkeljohn: Right and I can tell the irrigation improved when I was driving in today because we're in a really heavy drought actually right now for South Florida and it looks like it's being irrigated.

Mr. Jado: Yes, it's being irrigated.

Mr. Duncan: I want you to check the drive through contract, had to have a hot check on the sprinkler system.

Mr. Winkeljohn: Yes, they're usually monthly.

Mr. Duncan: Ok monthly, but this has not been done.

Mr. Winkeljohn: Yes, I'd like to offline talk with John about it, and they owe us a credit for that mistake.

Mr. Duncan: Ok.

Mr. Winkeljohn: And they're usually pretty good about making due on it.

Mr. Jado: I've already talked to Matthew and I said, how could this happen, how could the system not be working?

Mr. Winkeljohn: Right, I think you \$1,600 bougainvillea should be a gift.

Mr. Jado: No, but it should be, but I do have an estimate with replaced shrubs that are up in front that are just maintenance items that have died, and they were long gone before the issue of the sprinkler.

Mr. Winkeljohn: Right, a wear and tear item.

Mr. Jado: Just to replenish and keep it as nice looking as it is now.

Mr. Winkeljohn: And how much is that?

Mr. Jado: It's \$1,759.17.

Mr. Winkeljohn: Do you need a motion to approve that replanting?

Mr. Jado: Yes, please.

Mr. Winkeljohn: Is there a motion?

On Motion by Mr. Azcona seconded by Mr. Willemstyn with all in favor, accepting the proposal from BrightView for new replacement plants at the front not to exceed \$1,759.17 as stated on the record was approved.

Mr. Duncan: Well it has to be maintained.

Mr. Winkeljohn: Yes, and that's normal.

Mr. Duncan: And where are these plants?

Mr. Jado: They're basically up front, and what's happening is that some of these that they planted originally, the rabbits love to eat, so we are replacing them with a like plant that looks very similar to the hedge that's there, we're not going to replace them all, we're just going to replace the dead spots, and we're using a like plant that the rabbits don't like to eat.

Mr. Azcona: Who's going to be supervising because we can't have that not being supervised or if they feel like taking a look at them one month and then 4 months go by and they're not doing well.

Mr. Winkeljohn: And that's what he's doing.

Mr. Jado: I'm doing it.

Mr. Azcona: And you'll make sure that every month they will come and do a maintenance checkup with BrightView.

Mr. Jado: Yes, and I'm in contact with them weekly.

Mr. Duncan: So John now, this is his responsibility.

Mr. Azcona: So moving forward every month you'll be on top of them?

Mr. Jado: Oh, yes.

Mr. Winkeljohn: Every week, it's weekly.

Mr. Willemstyn: Do they know they need to check with you monthly?

Mr. Jado: Oh yes, he knows.

Mr. Willemstyn: Ok.

Mr. Jado: He goes sometimes through Paul, but a lot of times he just goes to me, and then there's the question of this Import Drive, that wasn't working either which is

run by the little pump right on Brigantine, not the one behind the lake as you look across the lake you'll see a whole new section there. Are we still responsible to maintain from Brigantine to Rosser on Import Drive?

Mr. Winkeljohn: I don't think so.

Mr. Jado: It's all part of the system that's sitting out here.

Mr. Winkeljohn: Right, the original irrigation went beyond the actual District's boundaries and that's not a District road.

Mr. Jado: So we don't have to worry about it.

Mr. Winkeljohn: Not for maintenance.

Mr. Azcona: That's Aledo Road.

Mr. Winkeljohn: Right, it's Import Drive.

Mr. Jado: Well sprinklers are where it's at.

Mr. Duncan: Now let's think about this a little bit, and this is where legal has to come in. You have a central place that you have to maintain, so there are many zones. So if you don't maintain it, including making a zone that goes down there, you can't say I maintain only this which comes from the same pump, it comes from the same electronics and so forth. So we actually have to, in my mind, we have to maintain the total number of zones there.

Mr. Knight: Well who is maintaining it now? Who's maintaining that, the part you're talking about, who's maintaining it? For instance, who's replacing the heads and things like that?

Mr. Winkeljohn: Nobody.

Mr. Duncan: Nobody.

Mr. Jado: I got them up and running, they weren't running because the unit is sitting right near the big boxes, the FPL boxes here, so when we went in to find out what was working and what's not working, it was supposedly an electrical problem, but there wasn't an electrical problem, it was a problem with the unit, so we got them all up and running. Now they're running but there are some heads over there that, and I've driven it as they were testing it. Is that Aledo out there?

Mr. Winkeljohn: Yes, it's Aledo.

Mr. Jado: Ok.

Mr. Azcona: But the city is supposed to maintain that.

Mr. Duncan: And this is on the side of Portofino Court.

Mr. Knight: Yes.

Mr. Duncan: So it's way down there.

Mr. Azcona: But it doesn't go all the way to Rosser.

Mr. Jado: But it's all part of this system.

Mr. Knight: So the system only runs along the south side of Aledo, that's what I'm understanding.

Mr. Jado: It's on both sides.

Mr. Winkeljohn: Right, it's on both sides, that whole roadway.

Mr. Jado: It's like this, and it staggers as it moves around.

Mr. Winkeljohn: I'm not surprised that's part of it, that it's tied to us but if we have to fix it because it keeps the zones functioning that makes sense but, long term we need to find the correct party.

Mr. Knight: If the District didn't maintain it, who would be maintaining it, the county?

Mr. Duncan: Well my point is that somebody has to contact the county or whoever and say we have this problem, we provide you water.

Mr. Azcona: And service, not just water, maintenance, the sprinkler heads need to be repaired, or if there's a broken pipe or anything like that.

Mr. Duncan: But it's not the District's responsibility, it's clear, it's somebody else but we don't know who should be responsible for that.

Mr. Knight: Right, we have to find out.

Mr. Azcona: Exactly.

Mr. Knight: It sounds like it's either the county, or the city, or it could be the shopping center, or the CDD.

Mr. Winkeljohn: It's right in, it's no man's land.

Mr. Duncan: How can we actually, I mean we have a system that is supposed to work.

Mr. Knight: We have to get with the city and find out.

Mr. Winkeljohn: Well one hard way to handle it is to cap it off, and then let things fall where they may, and whoever cares about it will surface.

Mr. Knight: I think we need to talk to the city.

Mr. Winkeljohn: I mean, I'm not saying that's the answer but that is an option.

Mr. Duncan: I think the right answer is actually to tell them that we would not maintain them, we actually provided, at this moment they are working, and somebody has to take the responsibility.

Mr. Winkeljohn: Right, and if we can find out who it is, and Pat do you think you can find that out?

Mr. Ferland: Well, the first thing I was going to do was look on the plat and see who it was dedicated to.

Mr. Knight: Are the irrigation lines in the road right-of-way?

Mr. Winkeljohn: Yes, that little strip.

Mr. Jado: They're in the center strip near the side street.

Mr. Knight: In the swales?

Mr. Jado: Yes.

Mr. Winkeljohn: That's part of the road.

Mr. Jado: By the sidewalks.

Mr. Knight: Ok.

Mr. Jado: So I got them turned on because the place was looking like a desert, and it's starting to come back a little bit. I mean the lawn was shot, everything was shot, the trees are dying, but I don't know if that's part of the CDD.

Mr. Winkeljohn: It is not.

Mr. Azcona: It is not.

Mr. Duncan: No.

Mr. Knight: It may not be part of the CDD but still the CDD could be receiving the responsibility. It depends on what the original developer agreed to.

Mr. Duncan: Yes.

Mr. Jado: Because we're not even addressing the trash.

Mr. Winkeljohn: Well lets, the 3 of us, with you John, lets research it and get our fingers on the answers and we'll report back to the Board if there's something to do.

Mr. Duncan: I don't see the difference between Brigantine itself, if it's legally in the plat, that the CDD, it might be written in the plat, but somebody has to first look at the plat.

Mr. Winkeljohn: Right, so let's do our research and find out.

Mr. Jado: I could also say that BrightView doesn't maintain that.

Mr. Winkeljohn: No, it's not in their contract, I know it's not ever been a District responsibility.

Mr. Jado: No, there's somebody that actually goes out there weekly, every 10 days or whatever, and they're out there cutting, but it's a different company.

Mr. Winkeljohn: Alright, we'll figure it out, ok we got it, let's find out.

Mr. Azcona: And after you find out, maybe we don't meet next month, but let's not wait, if you find out that is not part of the CDD and we're paying for that maintenance, send a letter to notify them already.

Mr. Winkeljohn: Right, we'll carrying it to its logical step, and I'll get involved.

Mr. Jado: And then if it is part of it, it's a filthy road.

Mr. Winkeljohn: Well let's take one step at a time.

Mr. Duncan: Ok.

Mr. Winkeljohn: Thank you. Anything else John that you need approval on? You're going to bring back that other landscaping?

Mr. Jado: No the other one is a bougainvillea, I'm not suggesting that we approve this.

Mr. Winkeljohn: Ok, so you're still on that one.

Mr. Jado: Yes, and that's about it.

Mr. Winkeljohn: Ok.

Mr. Jado: Oh, one other question, Dan and I were talking about the front island, in the front by Gatlin, where they have those rocks, and we were thinking about putting an ornamental tree in there but we don't know about the triangle.

Mr. Winkeljohn: Your engineer would have to bless that.

Mr. Jado: We'd love to put a palm tree or something of that affect, maybe about 2' to 3' and mount it nicely, put some annuals and some nice shrubs.

Mr. Ferland: I can't remember what the tree is, but I know there is an allowance for trees, but I would have to double check.

Mr. Jado: Like a medjool or something.

Mr. Duncan: Well you look at it and it's pretty straight forward, you have to get a permit because if you put something more than, and I don't know how many feet.

Mr. Ferland: And where is it?

Mr. Jado: Well it's right in front.

Mr. Ferland: Up at Gatlin?

Mr. Jado: Yes, up at Gatlin, it's right in the center, it's the tip of the center island, just at the sidewalk, it's that little area.

Mr. Ferland: Ok.

Mr. Duncan: I mean you can put any bush there.

Mr. Jado: It has a couple of rocks there.

Mr. Ferland: Ok.

Mr. Winkeljohn: Very good.

D. CDD Manager

Mr. Winkeljohn: Everything I had was already covered.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

B. Balance Sheet and Income Statement

Mr. Winkeljohn: Moving on to item No. 7 are your financial reports which includes a check register, balance sheet and income statement. There are no anomalies or unusual activity for the District, so it's pretty straight forward.

Mr. Duncan: I haven't checked it so I can't speak to that.

Mr. Winkeljohn: We can table it if you want.

Mr. Duncan: Yes, please.

Mr. Winkeljohn: Ok, and why we were here my staff went back through the mail records and your books were mailed through the US Post Office on Tuesday afternoon, so they should have arrived.

Mr. Willemstyn: Well this is the first time that they have not arrived.

Mr. Winkeljohn: And this is not the first client I have who are getting mail as long as 5 to 7 days late now, so regular mail, bigger than an envelope, for some reason has been delayed. So I'll research it, but let me know when you get them, probably today or tomorrow I guessing they'll hit your mailboxes.

Mr. Duncan: I will check the register and if it's ok's I will send you an email.

Mr. Winkeljohn: It's no big deal, we can put it back on the next agenda. I don't want you to do anything you don't have to, but I understand the mail is not the usual 2 days like it used to be, and just something for the Board to reconsider would be, especially for like a budget meeting, would be to Fedex your books so you have them a full week ahead of the meeting.

Mr. Duncan: Now, maybe I got it in my mailbox but usually I get the report by email.

Mr. Winkeljohn: The electronic one goes out the same day that the book is mailed.

Mr. Duncan: So maybe I missed it in my emails, so I probably have it.

Mr. Winkeljohn: Yes, but if you're counting on the physical copy.

Mr. Willemstyn: Yes, we all count on the physical one.

Mr. Winkeljohn: So maybe for that August meeting I'll just plan on a Fedex for that one, just to make sure you have it a full week in advance, so you have time to review it. I don't want to walk into a meeting without you guys doing your homework, because I count on you.

Mr. Duncan: Yes.

Mr. Winkeljohn: So we'll table the financials until the next meeting.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Winkeljohn: Alright, it's open to Supervisor requests or audience comments, did you have something?

A resident: Yes.

Mr. Winkeljohn: Go ahead.

A resident: Well a couple things, but I found the wall on this paper.

Mr. Duncan: Ok, so show me on this the original approved fencing.

A resident: Well that's what I've been asking for, and I'm not arguing, I'm showing you on the plan.

Mr. Duncan: Ok.

A resident: And I'm not saying it's an approved version but this is what I was just handed, and this basically matches what I had. Mine is actually more detailed where it shows the one for this area, #1 being, there's a legend on one of the back pages which shows #1 is a 6' wall with columns, #2 is half wall with picket fence.

Mr. Duncan: No, look at this date.

A resident: I know what this date is.

Mr. Duncan: So this is not even close to what was approved, this is the original Greg drawing, that as you can see are like here.

A resident: Ok, so if you guys have an approved copy that would be great.

Mr. Duncan: So let me show you.

Mr. Jado: That's was probably the original one.

A resident: It could be, but I know what I looked on, which I received at one of the CDD meetings, back when we were in the other building, it shows the wall.

Mr. Duncan: Ok, here this is the existing wall, and the aluminum picket fence.

A resident: Ok, and do you have what was approved and what was signed off on?

Mr. Jado: Here's the masonry fence and all of that.

Mr. Duncan: I don't know, some were here.

A resident: Wouldn't he have one of these that let's say our Board approved and signed off on?

Mr. Duncan: Sure, no you didn't sign off on anything on the drawings but you got a set of drawings that I provided with the letter.

Mr. Jado: For the acceptance of the contract.

Mr. Duncan: Right when the joint agreement was signed.

A resident: Ok, so that one I would compare it to because the one that I received at the meeting shows the wall, and I agree it should be a different layer gate.

Mr. Jado: Probably the first one was a wish list.

A resident: Even on this one dated October 12, 2015 from Patrick states that this is a revised version, and I have to check what mine is at home but I think mine is more current.

Mr. Jado: I think what you have to look at is the date we entered the joint agreement and the plans that followed or proceeded that date.

Mr. Ferland: Weren't they a part of the agreement?

Mr. Winkeljohn: Yes.

Mr. Ferland: They were attached as an exhibit.

Mr. Duncan: Yes, this was the first one, I couldn't even do a real wall there to get the crane on the property, there was no way to get it there to the back of the property.

Mr. Azcona: What's the status of the development of Brigantine west area?

Mr. Duncan: That incumbents.

April 10, 2018

Portofino Isles CDD

Mr. Azcona: Yes, so did we reach out to them with regard to, if they're going to be participating on some of the maintenance, if there is some road repairs, the landscape, whether they're going to put an entrance through Brigantine?

Mr. Duncan: So this is the story, when you go to the city, they tell you that we go to the plat, it's written that it's a public access road, and the CDD is maintaining it. So being a public access road, that incumbent can use it at no additional cost to them. Is that a fair definition?

Mr. Knight: That's what I understand.

Mr. Azcona: Right, but we know that, that regardless we could reach out to them.

Mr. Knight: Well we were trying to get the city to take over the responsibility of maintaining Brigantine, it's still in limbo right?

A resident: No it's a #1.

Mr. Knight: I know they say why but why do they maintain any road?

Mr. Duncan: No, they basically say, this is what the plat says, why would I take it over.

Mr. Jado: I can tell you from what I've noticed of the roads they're maintaining, they maintain the center island, there are guys with sprinklers and everything, the two entry's between the sidewalk and the curbing, they never maintain it.

Mr. Azcona: No, I think we've discussed this, and I agree with that, I think we still need to maintain it as far as the landscaping goes, however if we are maintaining it.

Mr. Duncan: I mean you can ask.

Mr. Azcona: Yes, we can ask, exactly, we don't lose anything by asking.

Mr. Duncan: I doubt that, and it's the same thing you say, why for example Walmart doesn't contribute anything, it's an entrance into Walmart. I mean we went to the city, and the guy came and looked at it.

Mr. Azcona: What are the actual, because I know we maintain the landscape and the median, and so forth, what about the actual road? The asphalt? Does the CDD maintain that?

Mr. Ferland: The right-of-way was dedicated to the public on the plat, the city has not accepted it for maintenance. The developer never had a final inspection, so the city could say, yes we agree, you're complete, you're in conformance with the plans, we'll take it over, that never happened. So today, if we wanted to ask the city to take it we would have to make it in their words, like new, so all the broken curbs would have to be replaced.

Mr. Azcona: Ok well that sounds good because if now big trucks, construction trucks come in to the Gatlin Commons and they damage the road, the CDD is going to have to repair it.

Mr. Duncan: I do not think they have a road coming from here, they are entering through Gatlin coming in but it's a good point.

Mr. Azcona: But they could virtually come through Gatlin into Brigantine, and then they could damage the road, and Gatlin Commons can say, oh this is a public road, I'm not paying nothing, and then the CDD has to pay for it. There is no space to put another road in between.

Mr. Duncan: They might come to that road and in.

Mr. Azcona: But that's what we don't know whether they come through that road and then they make a left into the Commons or they go through Brigantine and make a right into the Gatlin Commons, that's what we don't know.

Mr. Duncan: I don't think there is any road proposed for Brigantine to Gatlin Commons except the one that is presently by the Tire Kingdom.

Mr. Azcona: But that's something I would like to know because I don't want them to turn into Brigantine and then break the median there.

Mr. Duncan: Yes but there is a, as you go by the Tire Kingdom there is that road that goes all the way to Gatlin.

Mr. Winkeljohn: From a District standpoint though we can still have John monitor it and if he sees anything maybe we can ask the city to enforce traffic, we can act accordingly.

Mr. Azcona: But as of now they would say, we don't enforce it because this is part of the CDD.

Mr. Winkeljohn: No, it's still a city road in that respect, so if the permit holder is damaging somebody else's property, you have leverage a little bit, but we'll keep eyes on it, it's a long way away from starting apparently. Are there any other comments? Yes sir.

Mr. Azcona: And just one final comment, let me just finish up.

Mr. Winkeljohn: Please.

Mr. Azcona: It may make sense that we keep maintaining the landscape but the road, we turn it over to the city.

Mr. Winkeljohn: Ultimately that would make sense.

Mr. Azcona: So if we have to do some final repairs as new, that may be more cost effective than just keeping the road.

Mr. Duncan: We went to the city, we talked to the people, there is no incentive when the plat states it like that, I mean, you have to go all the way to the mayor, and council and this and that.

Mr. Knight: At one time, and this is what I understood, the city's position was, you bring the road up to our standards, you get it completed, everything done, and we'll accept it for maintenance, that's historically what I recall.

Mr. Willemstyn: It's better than some, I can tell you that.

Mr. Knight: Now I know they have a different city manager.

Mr. Duncan: It was clear to me when somebody brings the drawing and says, hey, from the beginning it's a copy that says, if you're the CDD, you maintain it.

Mr. Ferland: I don't think that they would be able to deny accepting the maintenance, as long as it's up to standard.

Mr. Azcona: Taking it over, and how much would it cost to make it new, as they say?

Mr. Ferland: And that's what I would, I've taken that as an action item to call the city, walk it with them, make a punch list and we'll find out and get some pricing from some contractors.

Mr. Knight: We could enter into what's called an interlocal agreement with the city, if the CDD wanted to. If the CDD will continue to maintain the landscaping within the road right-of-way, and the city would take over the maintenance of the road itself actually.

Mr. Winkeljohn: Right, that's probably a healthy project.

Mr. Knight: That would be an item the Board could agree to that if we wanted to, if the city would negotiate that or agree to it.

Mr. Azcona: I think that's good for the CDD, we would release the liability of the road, and it will allow us to keep the curb appeal under the CDD control.

Mr. Duncan: Didn't we pave the road?

Mr. Ferland: We did, we resurfaced it.

Mr. Duncan: Yes, resurfaced the road.

Mr. Ferland: And that's why I say, I think the roadway is in good shape but I just remember from several years ago that there were broken curbs and stuff was the main part of the repairs.

Mr. Winkeljohn: Ok, so we'll see what you find out.

Mr. Ferland: So I'll go through that process.

Mr. Winkeljohn: Ok.

Mr. Azcona: Alright, so let's bring it up on the next meeting to see if we can make a decision on that.

Mr. Winkeljohn: Yes. Are there any other comments? Yes sir?

A resident: I just had a question. A couple things to bring up, one would be, there was a question on painting of the wall along Jamesport, if that was ever supposed to be painted on the back. The second part of that question would be, on the plans and in the agreement that we were aware of, that should have been painted two tone, like on the sample over here, you have the body of the wall as one color, and then you have

the posts and the top rail and the caps an accent color or a trim color. My third question, and I'm going to ask them all one after another because I have to run.

Mr. Winkeljohn: Go ahead.

A resident: The second part was, when there's, let's say putting the stone on the walls, the HOA, am I right, wasn't a part of any of the choosing on what was being done, is that correct, like nothing was submitted, so ok this is the stone we're proposing, do you like it, do you want to vote on it, do you want to do anything, it was just handled. Then the last question would be, there was something brought up about potential of a fountain or so in the lakes to help aerate the lakes for the algae and whatnot but that was brought up in the past if that was in the budget.

Mr. Winkeljohn: Ok I'll start with the last one.

A resident: However you want to do it.

Mr. Duncan: It was not in the budget or the project.

Mr. Winkeljohn: Right, it's a future budget item for the District and we talked about it a few minutes ago.

A resident: Ok.

Mr. Winkeljohn: It's an item that the budget recognizes, it's on the list of wants.

Mr. Duncan: Of potential projects.

A resident: Ok.

Mr. Winkeljohn: The District, as a future project could afford it.

Mr. Azcona: I think we have a posted budget so I think without increasing the yearly assessment.

Mr. Duncan: We don't have a healthy budget.

Mr. Azcona: No I mean for the future, keeping the same assessments, we've covered the expenses, we didn't go over budget, so if we plan over a period of time, it's not something we can do next month but we could plan for it.

Mr. Duncan: There are two things that you have to look at with those, one is the evaporation rate, any time you exceed your lake for algae, you are actually using a tremendous amount of water. Depending on the situation of the drought and so forth,

and the amount of irrigations that we have to do, you actually have to think so you can put in, you might have a restriction of usage and so forth. So there are things that we have to think how these compete against the other budget items and so forth, so we will consider if it's a part of this budget, but this is not only about a feeling.

Mr. Winkeljohn: There's considerations on all sides.

Mr. Azcona: Yes, the question is whether we will be interested in it or not.

Mr. Duncan: Sure, we will put it in the future list.

Mr. Winkeljohn: His other question is about the aesthetics.

Mr. Duncan: Ok so, let me try to address that. As I explained many times, the most important part of the project is to be on budget. The contract as agreed had only two comments. The reason of primer, the reason being that this was what \$55 will get us, and I could not go to any other points than \$55 because the agreement that we have between the CDD and the HOA gave me the difference, remember the agreement was signed before we knew the actual cost, it was an estimated cost and the HOA paid for the difference. The difference between a picket fence and the \$55 wall, do you follow what I'm saying? So I could not do anything that would actually change that \$55. So the agreement, without even a vendor, was the primer, and the cost. The additional color was not a problem in my mind because it was a lot of trees in the back and so forth that would actually increase the maintenance of that wall. So this is the actual story, and at any given time I said, if the HOA wants a third color that goes above the \$55 they actually can paint it at any given time in the future, and I actually got an estimate for that.

A resident: But the wall is only painted one color, it's not two colors, it's one color.

Mr. Duncan: No, the primer, was the primer and the color, and this is what the vendor gave me for \$55.

Mr. Winkeljohn: Ok.

Mr. Willemstry: What it said in the drawing was, it does say the second color is striping, and it says the color to be determined on the drawings. If you settle on money, then you settle the money.

A resident: I don't think anybody in their right mind would consider a primer a color, that's a primer that goes under the paint.

Mr. Winkeljohn: It's cost for the paint though.

Mr. Duncan: Excuse me, in the agreement between the HOA and the CDD, the CDD has the latitude of doing field implementation.

Mr. Jado: And I could also enlighten on this, what he put up there, according to Jorge, and remember there was only one person we got to talk to, there's only one person that makes that law in this area, and there is no competitive bidding. So what he said to me is that he did the best he possibly could over here and this is what it could be. If you look on the corner by the Publix on Gatlin, past Gatlin there, if you get two tone color it was up to \$75, plus the cost to paint it. So when I spoke to him I couldn't even arbitrate a dollar off of that.

A resident: They gave us a great price at \$55.

Mr. Jado: But not with the two tone paint, with the primer on the back, which is what's on the back of that wall, a primer, and I couldn't budget, I had nowhere to go, he knew he had us, at that point he was dealing with us for 3 months, he knows the Board accepted, he knows we were going to do it, so why would he lower his price.

Mr. Winkeljohn: Right, so for your answer, and your walkaway is, those upgrades would have added to the costs and their future maintenance.

A resident: Right, and that being said, which is fine for an answer, how come, let's say the Newport Isles Board was never approached, hey, this is what happened the price is \$55 or \$55 a linear foot, this is what we can get, and here's our option if you want to still maintain the two tone paint and paint the rail, and that? So the bottom line is, it was never given to us then, and then this product was delivered which is different from what is here, which the sample shows clearly a two tone paint. In our contract it shows clearly a two tone paint, and what's delivered isn't, you know what I mean.

April 10, 2018

Portofino Isles CDD

Mr. Duncan: Which contract? You have a contract with the CDD, the CDD has the latitude of changing field implementation.

A resident: I'm not saying that, I'm not walking away, I have my kid here.

Mr. Duncan: Ok.

Mr. Winkeljohn: Ok.

Mr. Azcona: The CDD has the contract, I think it could have been just a courtesy letter letting the HOA know.

Mr. Duncan: And we both know, and we provided the cost estimate for the second column, it was \$15,000 or \$18,000 or something like that, but we provided that.

A resident: I would bid that out and probably get it for a much more reasonable price than that. The problem is I can tell you from this new wall that we put up over here, the raw concrete wall, by the time we got the paint, we had to pressure clean the wall and the top of that wall where the trees were, which is a very similar situation from over there, the tonic acid already started to get into the concrete, the top of the wall was getting filthy at a higher rate than the sides of the wall and to paint that a light color, you'd be maintaining that on a year by year basis.

Mr. Azcona: If I understood what you said, and I don't want to put words in your mouth, but my understanding is that he's not judging that you guys are doing a bad job implementing the project, and supervising that it's on budget, and going above and beyond, doing an excellent job supervising it, and bargaining for the best price, the argument is like, ok we are in this together so at least we would have liked to know and maybe we would have said, hey listen, we pay some extra money that we have here and we'll do two tone.

A resident: We had no possibility.

Mr. Winkeljohn: It was price.

A resident: It was never given to us.

Mr. Winkeljohn: I think it was, maybe not you specifically, but it was circulated.

Mr. Duncan: Listen, actually when the wall was painted, the HOA was not only aware but raised the same question, they had exactly the same concept, we said we

didn't have any more money, it can be done at any later time, we didn't think it was actually a good idea because of the increase maintenance by using the second color and we actually got an estimate that the HOA could pay to paint that stuff. As a part of the project, we had only \$55 per linear foot for that area, and they paid the difference between \$55 and \$42 for the fence, and that one is not \$56 or \$56, it was \$55, and they had an option to paint the color at any even given time, including now.

A resident: Were we ever given an option for that? Nobody ever came to us and said, hey we can only get this wall in one color for \$55.

Mr. Jado: I think you can still honor, it's still open.

A resident: Hold on, nobody came to us and said, hey, if you want to do the two tone you can do this, that never happened.

Mr. Winkeljohn: You still can.

A resident: That's fine, but here's the other problem, just like this gentleman just said, with this wall up here, when it's sitting that's an issue, now let's say if we wanted to paint the back of the wall and do the two tone. You probably have pressure washed the wall now, so that's an added cost, where if it was painted originally at the time of painting, you don't have to do all that. The back of the wall that's just a primer, the longer you wait, you're going to have to pressure wash it, potentially re-prime it and paint it if you do want to paint that wall. I called up Sherman Williams and I asked them about the primer and all that, and they said yes, the primer is a great primer, but it's not going to last anywhere near as long as if you had painted it. You know, and the back of the wall is not going to be two toned, that would be one single color because we don't see it, but the show side of that wall, that shows to the homes, that in my opinion, should have been painted the two tone and if it couldn't be, keeping in budget, we should have been given an option at that time saying, hey if you want it like this, this is what it's going to cost and that was never given to us.

Mr. Azcona: From what I'm hearing, is that they did communicate it so somewhere the communication got dropped.

A resident: But the Board is here and we have not.

A resident: He wanted a Board meeting with the Board and listening from the audience because it wasn't being two toned.

Mr. Duncan: Well we actually went back, I talked to about 20 people in that area, not one person actually had any problem.

A resident: When was it presented at the Board meetings?

(At this point several people were talking at one time, and no one conversation could be heard)

A resident: Listen, let's pump the brakes a little bit, I'm not raising my voice and arguing with anybody, I'm not accusing anybody of anything, honestly I'm not, I didn't mention you once.

Mr. Jado: What I'm saying is if we had that original formal bid in writing, then I can go back and say, no this is what you agreed to with the Board.

A resident: It's not my job to negotiate with this man, all I did was make an introduction, I found a guy that does a wall that I felt fit the community, that fit in that area, and I made an introduction, and I presented him to you. So I wasn't negotiating any contracts, I can't negotiate contracts on behalf of you, but when I spoke to him, he said hey this is what I can do for you, something that size, I can do \$55 a linear foot, and would say the verbal agreement, not even an agreement, the verbal conversation I had with the price it sounds like you stuck with it, I guess I did a pretty good job.

Mr. Jado: But what I'm saying is, there was no place for us to go as things progressed.

A resident: That's fine, and we're not arguing that, all we we're saying is, how about this, from now we would probably appreciate better communication, and if there is a, what I would consider a major change, I think we should probably be part of the decision process.

Mr. Winkeljohn: Duly noted.

Mr. Duncan: Ok, so let me comment about the stones.

April 10, 2018

Portofino Isles CDD

A resident: Don't even go there, Mr. Duncan, I'm just saying I have to leave, so I don't want to hear anymore.

Mr. Winkeljohn: I appreciate it, it's noted.

Mr. Duncan: Ok. So the original project didn't have any stones of any sort, there was two slabs in the column for \$5,000. I paid out of this project more than \$15,000.

A resident: Right, but what they're asking for is that pictures should have been given to the Board so we could see and agree upon it, you guys wanted to carte blanche to do whatever you want.

Mr. Duncan: Sure, it was the only way to implement something.

A resident: We know that, the CDD money and the HOA money and all residents, it's still our money.

(At this point several people were talking at one time, and no one conversation could be heard)

A resident: We have to let the HOA know, hey this is what's going on, because now we're getting questions from residents about the stone, and we have no answers.

(At this point several people were talking at one time, and no one conversation could be heard)

Mr. Duncan: Listen, do you know how many decisions relate to the entrance wall, it's nothing like you have on the drawings. If I come to the Board, for every decision on the cap, on the design of the cap, on the hundreds of decisions that I had to make, I designed the foundation, should I come to you for that, it's completely different than anything that you have on your drawings.

(At this point several people were talking at one time, and no one conversation could be heard)

A resident: Ok but you have to understand, I get it, but the common resident that lives in this place, as owners and renters, the stone sticks out to them, they're

April 10, 2018

Portofino Isles CDD

asking us for pictures. They're asking for the 3 different bids you got for that, they're asking, it's a joint venture.

Mr. Duncan: No, the joint venture was, you signed a check, the agreement if you read it.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Azcona: I agree that maybe we have to have a little more communication on some things, but like he said, we cannot communicate every single aspect of the decisions that we need to make out in the field.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Duncan: Just for the monument sign I had to make at least 10 decisions, the size, if it's cast, if it's metal.

A resident: We just ask to be in the loop, that's all, it's not a hard request because when we're getting asked in our meetings, we need to have the answers, that's all. I don't think it's unreasonable.

Mr. Winkeljohn: It's noted, there's no action.

Mr. Duncan: So I have put a contract for the permits for the sign, I am trying to get color for the logo, the problem is when you come to me now I have an additional problem because I can't implement that stuff. So what do I do?

At this point several people were talking at one time, and no one conversation could be heard)

A resident: We're just asking for a better relationship so we know what's going on so we can answer to the homeowners, that's all, I don't think it's an unreasonable request.

April 10, 2018

Portofino Isles CDD

Mr. Azcona: Can you just state that we note this and then we just give them an update of progress that is being done.

Mr. Winkeljohn: Anything else?

Mr. Taft: I have one last thing. May I address the Board?

Mr. Winkeljohn: Please, go ahead, yes sir.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Winkeljohn: John and Dan can answer any details after the meeting, we got it from a business standpoint. Marc did you have a business question?

Mr. Taft: Yes I do.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Winkeljohn: Go ahead Marc.

Mr. Taft: I had sent you an email requesting a delineation of the ownership of the gate so we can secure insurances as the walls and gates are primarily built and as such currently they are insured, so if one of the construction trucks or tractor trailers goes over the edge and takes out the wall, we're responsible to have insurance on it. So how do I address that to the Board?

Mr. Winkeljohn: Yes, once construction is complete and it's accepted as a finished product then it will be, the ownership will be wherever it lies. So during construction it's owned through the project in essence, so your insurance will start the day that we have a certificate of completion in essence. We close the permit, pay all the bills, the liens are all cleaned up, if there are any, and there won't be any but, at that point then you will be able to flip the switch on starting the insurance.

Mr. Taft: So in essence, until that time, if anything happens catastrophically?

Mr. Winkeljohn: It's part of the construction.

April 10, 2018

Portofino Isles CDD

Mr. Taft: So it's the CDD's responsibility?

Mr. Winkeljohn: Well I can't say that it's the CDD's responsibility, it's part of construction.

Mr. Taft: I don't understand, I need more clarification on that.

Mr. Winkeljohn: There's no insurance other than the actual project itself. Now, as a property owner your insurance will start when construction is complete, which it is not.

Mr. Duncan: The way that I see it is, whatever is on your property, so the gates are all HOA.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Winkeljohn: But the gate systems are both wholly on HOA property so your agent should be able to sort that.

Mr. Duncan: You're talking about \$500,000 that will cover that.

Mr. Taft: Right.

Mr. Jado: Because repairs will be much more expense to bring in one or two panels on the column versus doing the whole wall, those are about \$150 to \$200 per linear foot up there at Brigantine.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Duncan: You talk about \$10,000 for repairs.

Mr. Winkeljohn: Ok, did that answer your question?

Mr. Taft: Yes, that's primarily what I wanted to address.

Mr. Winkeljohn: And your agent should be able to sort that out.

Mr. Duncan: The maintenance, the perimeter in the joint agreement, it's Jamesport, Marshfield, for example, these are different between the HOA and the CDD, but the gates, that includes also the, well the wording in the joint agreement basically

says that all the perimeter, no matter where it's located on whose property, the maintenance, it's 50/50 joint project. Now, the maintenance of landscaping, is a function of the location, so if it's on CDD property, like Rosser, it's our responsibility to fix it.

Mr. Winkeljohn: Ok, any other items or questions?

Mr. Willemstyn: Yes, I have an item.

Mr. Winkeljohn: Yes sir.

Mr. Willemstyn: I wanted to address Gerry with this item, something happened the other day on the north lake, and since we own the north lake as the CDD owns it, I'm sure, there was a paddle boat with 4 people in it, 3 adults and child, and this was just the other day, this week, and they happen to be renters who acquired this paddle boat, and there they were out in the lake. Let's play make believe that the gator, which there are numerous gators in this lake by the way, 4' and 5' ones, so they attack this paddle boat, which was very low in the water, so there had to be 500 lbs. of weight in the paddle boat, and I have a picture of the paddle boat right here. So what happens if a gator attacks the paddle boat, are we liable as the CDD?

Mr. Knight: Well, you won't like the answer but, it would be what a judge decides, but will we get sued, probably, because we're the owner of the lake, and so like Disney got sued because they had alligators in their lake, and that little boy got killed as you probably remember but, yes the CDD would probably get sued. We do have in that case, and I don't recall whether we've adopted rules on the use of the water management areas, other than the areas where the mitigation is. I'll have to look into that.

Mr. Willemstyn: Would it be possible to put up a sign, no boating permitted?

Mr. Knight: Absolutely.

Mr. Winkeljohn: Because the lakes are not for recreational purposes, they're for drainage.

Mr. Knight: Right, and we did have signs, no fishing, except at particular locations.

Mr. Willemstyn: Yes, we had agreed and voted on alligator signs at some point, perhaps this is the time to incorporate the alligator sign with a no boating sign.

Mr. Knight: We had no motorized vehicles.

Mr. Winkeljohn: We put no fishing behind property signs because of the long road that allows the public to go up and fish, so we knew we wouldn't be able to restrict that, but we didn't want people walking through the property lines, which makes sense, but you can do that. Whenever you're talking about signs there's two topics, one is, there's sign pollution, too many signs gets annoying, and then there's the other thing where you just want to be informative to the uninformed public who may not recognize that there could be alligators and native whatever.

Mr. Willemstyn: Right.

Mr. Winkeljohn: So between those two topics of being helpful and informative to the community and being considerate of the aesthetics of your own community, yes, a sign or two is not a big deal and a good idea. Beyond that it starts to go the other way, it's excessive and it looks bad.

Mr. Willemstyn: Yes, exactly.

Mr. Knight: There is no inherent liability to owning a lake, we need the lake for drainage, and it's not an attractive nuisance, like they're common in Florida, and if somebody goes out there that's doing something that results in them getting injured, the District doesn't have any inherent liability because of that.

Mr. Willemstyn: Does not?

Mr. Knight: No, just because we own the lake doesn't mean we have liability for what somebody does in the lake but, again, would we be sued, it would be a defendant in the action if there was one, yes, I'm guessing we would get sued because we're the owner of the lake.

Mr. Willemstyn: As Disney was sued.

Mr. Knight: Yes, but they'd have to prove we were negligent or some way, did something that made us liable. If we ever do get sued over that, the District is protected in a couple of ways, one we have sovereign immunity because we're a government

entity, so we have a cap on our liability. We also have insurance, and putting up signs, I think that's probably a good idea, especially if you know of alligators in the lake, you should put up signs.

At this point several people were talking at one time, and no one conversation could be heard)

Mr. Knight: I'm not saying that we're required to put up signs but I think it would be advisable to do that.

Mr. Willemstyn: Ok, do we need a motion on that Paul?

Mr. Winkeljohn: Yes, if the Board wanted to direct staff to install one or more signs that would be appropriate.

Mr. Willemstyn: Alright, I would think, like we did the fishing sign, put two at the north lake.

Mr. Winkeljohn: Right.

Mr. Willemstyn: Or maybe three.

Mr. Winkeljohn: John, this is a Board discussion that I need your input on. The discussion was about the likelihood of alligators and boating taking place possibly, and the possibility of adding a sign or two, to just be a little forward meaning, and just make sure people are aware that boating is not permitted in our lakes, one, and be aware of natural wildlife, alligators and such, just as a precautionary measure. We'd have to come back with location because that's really important is putting them in the right spot.

Mr. Jado: Correct.

Mr. Winkeljohn: So what I would ask, Mr. Willemstyn is that we ask staff, through John, to identify and recommend one or two locations and bring it back.

Mr. Jado: Is one or two locations enough?

Mr. Winkeljohn: Well that's for you to review the area and recommend.

Mr. Willemstyn: Well this is the biggest lake we have and the only lake that I've ever seen a boat in.

April 10, 2018

Portofino Isles CDD

Mr. Jado: No, I've seen one back in here too.

Mr. Winkeljohn: Right, there's been a couple.

Mr. Knight: Well in these areas, I thought a long time ago we decided to put signs in the interior lakes that have mitigation in them, that would prohibit any activity like that in those lakes, it's just for preservation it's not for use, you can't use it for anything.

Mr. Winkeljohn: Right, we have signs around here, and this does have that, but they're talking about these lakes.

Mr. Knight: But the outside lakes, right, we never agreed to put those kinds of signs up as far as I know.

Mr. Winkeljohn: Alright, so no action is necessary, if you agree with my approach to have John come back with a location and number recommendations.

Mr. Willemstyn: Correct.

Mr. Winkeljohn: We can talk offline and give you the detail, we don't need to cover that in the minutes.

NINTH ORDER OF BUSINESS Adjournment

Mr. Winkeljohn: Dan, if there's no other discussion related to today's business, a motion to adjourn the meeting is recommended.

On Motion by Mr. Willemstyn seconded by Mr. Duncan with all in favor, the Meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Prepared by
Record and Return to:
Gerald L. Knight, Esq.
Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
515 E. Las Olas Blvd., 6th Floor
Fort Lauderdale, FL 33301

ASSIGNMENT OF DRAINAGE EASEMENTS

THIS ASSIGNMENT OF DRAINAGE EASEMENTS ("Assignment") is made and entered into as of the 26th day of April, 2018, by and between **GATLIN COMMONS PROPERTY OWNERS ASSOCIATION, INC.**, a Florida not for profit corporation, whose mailing address is 5332 Orchid Bay Drive, Palm City, Florida 34990 ("POA"), and **PORTOFINO ISLES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, whose address is c/o Governmental Management Services – South Florida LLC, 5385 N. Nob Hill Road, Sunrise, Florida 33351 ("District").

RECITALS:

A. POA is the holder of certain drainage easements shown and dedicated to POA on the Plat of Gatlin Commons 3rd Replat, recorded on March 6, 2017, at Plat Book 73, Page 39, Public Records of St. Lucie County, Florida ("Drainage Easements").

B. POA desires to assign to District and District desires to accept from POA an assignment of the Drainage Easements and any and all rights of POA relating to the Drainage Easements.

NOW THEREFORE, in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties do hereby agree as follows:

1. Recitals. The above Recitals are true and correct and form a part of this Assignment as if set forth herein.
2. Assignment of Drainage Easements. POA does hereby assign, transfer, and set over to District the Drainage Easements and any and all rights of POA relating to the Drainage Easements. By its acceptance and recording of this Assignment, the District does hereby agree to accept such assignment.

3. Successors and Assigns. This Assignment shall be binding upon POA and the District, their successors and assigns.
4. Severability. In the event any provision of this Assignment is unenforceable, the remainder of this Assignment shall be enforced as written.
5. Counterparts. This Assignment may be executed in two or more counterparts, each of which shall be and be taken to be an original and all collectively deemed one instrument.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, POA and District have executed this Assignment.

Witnesses:

sign *Jennifer Sippel*

print Jennifer Sippel

sign *Richard B. Warren*

print Richard B. Warren

GATLIN COMMONS PROPERTY OWNERS ASSOCIATION, INC.,
a Florida not for profit corporation

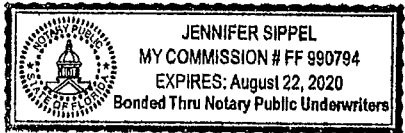
By: *Harold Dadt*
Name: Harold Dadt
Title: President
26th day of April, 2018

STATE OF FLORIDA)

COUNTY OF Palm Beach)

The foregoing instrument was acknowledged before me this 26th day of April, 2018, by Harold Dadt, as President of **GATLIN COMMONS PROPERTY OWNERS ASSOCIATION, INC.**, a Florida not for profit corporation, who is personally known to me ~~or who has produced~~ as identification.

Jennifer Sippel
NOTARY PUBLIC, State of Florida, at Large



ATTEST:

**PORTOFINO ISLES COMMUNITY
DEVELOPMENT DISTRICT**

_____, Secretary

By: _____
_____, Chair
_____ day of _____, 2018

STATE OF FLORIDA }
COUNTY OF _____ }

The foregoing instrument was acknowledged before me this _____ day of _____, 2018, by _____, as Chair of the Board of Supervisors for **PORTOFINO ISLES COMMUNITY DEVELOPMENT DISTRICT**, who is personally known and/or produced _____ as identification who being duly sworn, deposes and says that the aforementioned is true and correct to the best of his or her knowledge.

Notary Public

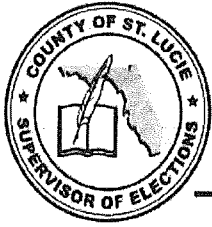
My commission expires:

STATE OF FLORIDA }
COUNTY OF _____ }

The foregoing instrument was acknowledged before me this _____ day of _____, 2018, by _____, as Secretary of **PORTOFINO ISLES COMMUNITY DEVELOPMENT DISTRICT**, who is personally known and/or produced _____ as identification who being duly sworn, deposes and says that the aforementioned is true and correct to the best of his or her knowledge.

Notary Public

My commission expires:



Gertrude Walker
Supervisor of Elections
St. Lucie County

4132 Okeechobee Road • Fort Pierce, FL 34947-5412 • (772) 462-1500 • Fax (772) 462-1439

April 17, 2018

Jennifer McConnell
5385 N. Nob Hill Road
Sunrise, FL 33351

Dear Jennifer McConnell:

This letter is in response to your request for the number of registered voters in the Community Development Districts listed below as of April 15, 2018. Based on the information provided in your letter of request, our office staff has researched the mapping system and voter record files and found the following:

<u>NAME</u>	<u>VOTERS</u>
Celebration Pointe	0
Copper Creek	11
Creekside	21
Portofino Isles	1225
Portofino landings	144
Portofino Shores	746
Reserve	1070
Reserve 2	745
River Place on the St. Lucie	510
Verano #1	786
Verano #2	0
Verano #3	0
Verano #4	0
Verano #5	0
Verano Center	0
Villa Vizcaya	0
Waterstone	5

Please contact my office if you require any further information.

Sincerely,

Gertrude Walker
St. Lucie County Supervisor of Elections

Portofino Isles
Community Development District

Check Run Summary - General Fund

May 8, 2018

Date	Check Numbers	Amount
<u>Operating Account</u>		
April 17, 2018	1313-1323	\$ 18,041.91
April 30, 2018	1324-1328	\$ 5,847.93
<u>Perimeter Project Account</u>		
April 30, 2018	28-31	\$ 28,240.03
		\$ 52,129.87

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/17/18	00026	2/28/18	148154	201802	310-51300-31500			LEGAL SVC THRU 02/28/18 BILLING, COCHRAN, LYLES, MAURO	*	2,325.00	2,325.00	001313
4/17/18	00051	4/01/18	5690915	201804	320-53800-46200			LANDSCAPE MAINT-APRIL 18	*	700.00		
		4/01/18	5690915	201804	320-53800-46200			AGRONOMY CS-APRIL 2018	*	220.00		
		4/01/18	5690915	201804	320-53800-46500			IRRIGATION-APRIL 2018	*	150.00		
								BRIGHTVIEW LANDSCAPE SERVICES, INC.			1,070.00	001314
4/17/18	00016	4/17/18	041718	201804	310-51300-42000			POSTAGE FEES CHRIS CRAFT, TAX COLLECTOR	*	67.11	67.11	001315
4/17/18	00013	3/21/18	82180	201802	310-51300-31100			ENGINEER SVC THRU 2/28/18 CULPEPPER TERPENING, INC.	*	1,369.25	1,369.25	001316
4/17/18	00020	3/21/18	175	201803	320-53800-12000			FACILITY MGMT-MARCH 2018	*	2,500.00		
		4/02/18	174	201804	310-51300-34000			MGMT FEES-APRIL 2018	*	3,551.33		
		4/02/18	174	201804	310-51300-44000			RENT-APRIL 2018	*	200.00		
		4/02/18	174	201804	310-51300-35100			COMPUTER TIME-APRIL 2018	*	83.33		
		4/02/18	174	201804	310-51300-31300			DISSERTATION-APRIL 2018	*	208.33		
		4/02/18	174	201804	310-51300-49500			WEBSITE ADMIN-APRIL 2018	*	41.67		
		4/02/18	174	201804	310-51300-42000			POSTAGE/DELIVERY-APRIL 18	*	5.64		
		4/02/18	174	201804	310-51300-42500			COPIES-APRIL 2018	*	12.60		
								GOVERNMENTAL MANAGEMENT SERVICES -			6,602.90	001317
4/17/18	00062	3/31/18	18U03	201803	320-53800-46000			ACRYLIC PAINT/ULTRA SEAL INDUSTRIAL TECH SUPPLIES	*	790.00	790.00	001318
4/17/18	00043	3/21/18	11766	201803	320-53800-46000			SERVICE LIGHTING CONTROLS JOE'S ELECTRIC OF ST. LUCIE CO INC.	*	130.00	130.00	001319

PORT - PORT ISLES - PPOWERS

*** CHECK DATES 03/22/2018 - 04/30/2018 ***

PORTOFI NO I SLES - GENERAL FUND
BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/17/18	00030	4/02/18	2113	201804 320-53800-46300	LAKE MAINT-APRIL 2018	*	1,600.00		
		4/02/18	2113	201804 320-53800-46400	LITTORAL/WETLAND MAINT	*	1,275.00		
LAKE AND WETLAND MANAGEMENT, INC.								2,875.00	001320
4/17/18	00014	4/17/18	041718	201804 300-20700-10100	TRANS TAX RECEIPTS	*	4,698.60		
		4/17/18	041718	201804 300-20700-10100	TRANS TAX RECEIPTS	V	4,698.60-		
PORTOFI NO I SLES CDD								.00	001321
4/17/18	00059	2/06/18	4734	201802 320-53800-60200	REPAIR W RES/ MAINTLINE	*	415.80		
		2/07/18	4741	201802 320-53800-60200	REPAIR CONTROLLER W RES	*	218.95		
		3/20/18	4891	201803 320-53800-60200	REPAIR RAIN SENSOR	*	377.90		
RAINTRONICS, INC.								1,012.65	001322
4/17/18	00063	3/20/18	4384	201803 320-53800-46000	PRESSURE CLEANING	*	1,800.00		
SOUTH FLORIDA CLEANING								1,800.00	001323
4/30/18	00026	3/31/18	148526	201803 310-51300-31500	LEGAL SVC THRU 03/31/18	*	625.00		
BILLING, COCHRAN, LYLES, MAURO								625.00	001324
4/30/18	00013	4/16/18	82430	201804 310-51300-31100	ENGINEER SVC THRU 4/30/18	*	821.99		
CULPEPPER TERPENING, INC.								821.99	001325
4/30/18	00020	4/24/18	176	201804 320-53800-12000	FACILITY MGMT-APRIL 2018	*	2,500.00		
GOVERNMENTAL MANAGEMENT SERVICES -								2,500.00	001326
4/30/18	00059	3/20/18	4892	201803 320-53800-60200	CABANA PUMP STATION MAINT	*	60.00		
		4/12/18	4990	201804 320-53800-60200	MAINT ZONES 1-12	*	563.60		
		4/20/18	5040	201804 320-53800-60200	MAINT ZONES 4, 9, 13-15	*	963.84		
RAINTRONICS, INC.								1,587.44	001327
4/30/18	00006	4/13/18	1987552	201804 310-51300-48000	NOTICE OF PUBLIC HEARING	*	313.50		
TREASURE COAST NEWSPAPERS								313.50	001328
TOTAL FOR BANK A							23,889.84		
PORT - PORT ISLES-- PPOWERS									

AP300R

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/ COMPUTER CHECK REGISTER

RUN 4/30/18

PAGE 4

*** CHECK DATES 03/22/2018 - 04/30/2018 ***

PORTOFI NO I SLES - GENERAL FUND
BANK E PERI METER ACCOUNT

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/12/18	00060	3/28/18	21803007	201803 320-53800-60200	LEDGESTONE/ SILLS FI RESI DE DI STRI BUTORS, I NC. OF PBC	*	3,286.00	3,286.00	000028
4/30/18	00061	4/23/18	1002	201804 320-53800-60200	PRECAST CONCRETE I NSTALL PRECAST WALL SYSTEMS, I NC.	*	13,235.20	13,235.20	000029
4/30/18	00059	3/23/18	4911	201803 320-53800-60200	REPLACE PTRSSURE GAUGE	*	235.94		
		3/27/18	4915	201803 320-53800-60200	REPAI R I N ZONE 5	*	744.24		
		4/12/18	4989	201804 320-53800-60200	REPAI R MAI N LI NE	*	876.16		
		4/12/18	4991	201804 320-53800-60200	REPAI RS ZONE 1-15	*	226.34		
		4/20/18	5041	201804 320-53800-60200	REPAI R BREAK UNDER WALL RAI NTRONI CS, I NC.	*	456.15	2,538.83	000030
4/30/18	00064	4/05/18	5061	201804 320-53800-60200	PAI NTI NG TUBI TO PAI NTI NG OF SOUTH FLORI DA	*	9,180.00	9,180.00	000031
							TOTAL FOR BANK E	28,240.03	
							TOTAL FOR REGI STER	52,129.87	

PORT - PORT I SLES - - PPOWERS

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
 March 31, 2018

	<u>Governmental Fund Types</u>			<u>Totals</u>
	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>(Memorandum Only)</u> <u>2018</u>
ASSETS:				
Cash - Assessments	\$282,843	---	---	\$282,843
Cash - Perimeter Road Project	\$431,969	---	---	\$431,969
Investments:				
State Board	\$153,095	---	---	\$153,095
<i>Series 2005</i>				
Reserve	---	\$408	---	\$408
Revenue	---	\$396,160	---	\$396,160
Deferred Cost	---	\$42,888	---	\$42,888
Construction	---	---	\$56,851	\$56,851
<i>Series 2013</i>				
Reserve	---	\$217,724	---	\$217,724
Prepayment	---	\$2,217	---	\$2,217
Revenue	---	\$451,452	---	\$451,452
Cost of Issuance	---	---	\$1,235	\$1,235
Assessments Receivable	\$61,091	\$541,194	---	\$602,285
Due from General	---	\$0	---	\$0
TOTAL ASSETS	<u>\$928,998</u>	<u>\$1,652,042</u>	<u>\$58,086</u>	<u>\$2,639,127</u>
LIABILITIES:				
Accounts Payable	\$14,257	---	---	\$14,257
Due to Debt Service	\$0	---	---	\$0
Due to Bondholders	---	\$3,024,920	---	\$3,024,920
Deferred Revenue	\$61,091	\$541,192	---	\$602,283
FUND BALANCES:				
Reserved for Debt Service	---	(\$1,914,070)	---	(\$1,914,070)
Reserved for Capital Projects	\$431,969	---	\$58,086	\$490,056
Unassigned	\$421,681	---	---	\$421,681
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<u>\$928,998</u>	<u>\$1,652,042</u>	<u>\$58,086</u>	<u>\$2,639,127</u>

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures
For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/18	ACTUAL THRU 3/31/18	VARIANCE
REVENUES:				
Maintenance Assessments	\$175,152	\$175,152	\$144,050	(\$31,102)
Storwater Rebate	\$186,678	\$175,859	\$175,859	\$0
Interest Income	\$0	\$0	\$1,206	\$1,206
Permitter Project Contributions	\$0	\$0	\$8,970	\$8,970
TOTAL REVENUES	\$361,830	\$351,011	\$330,085	(\$20,926)

EXPENDITURES:

ADMINISTRATIVE:

Engineering	\$30,000	\$15,000	\$15,877	(\$877)
Arbitrage	\$2,400	\$600	\$600	\$0
Dissemination	\$2,500	\$1,250	\$1,250	\$0
Attorney	\$25,000	\$12,500	\$7,350	\$5,150
Assessment Roll	\$1,001	\$1,001	\$1,001	\$0
Annual Audit	\$6,000	\$0	\$0	\$0
Management Fees	\$42,616	\$21,308	\$21,308	\$0
Computer Time	\$1,000	\$500	\$500	\$0
Telephone	\$100	\$50	\$12	\$38
Postage	\$500	\$250	\$198	\$52
Printing & Binding	\$1,250	\$625	\$263	\$362
Rentals & Leases	\$2,400	\$1,200	\$1,200	\$0
Insurance	\$6,356	\$5,778	\$5,778	\$0
Legal Advertising	\$1,000	\$500	\$121	\$379
Other Current Charges	\$500	\$250	\$721	(\$471)
Website Admin	\$500	\$250	\$250	(\$0)
Office Supplies	\$250	\$125	\$19	\$106
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Capital Outlay	\$300	\$150	\$0	\$150

FIELD

Salaries/Facility Management	\$26,000	\$13,000	\$16,250	(\$3,250)
FICA Taxes	\$1,989	\$995	\$0	\$995
Environmental Services	\$2,500	\$1,250	\$0	\$1,250
Electric - Irrigation Pumps	\$6,000	\$3,000	\$2,513	\$487
Electric - Lighting	\$4,000	\$2,000	\$644	\$1,356
Repairs & Maintenance	\$15,000	\$7,500	\$4,130	\$3,370
Landscape Maintenance	\$30,000	\$15,000	\$5,520	\$9,480
Landscaping - Contingency	\$10,000	\$5,000	\$6,351	(\$1,351)
Lake Maintenance	\$21,120	\$10,560	\$9,600	\$960
Wetlands Maintenance	\$19,200	\$9,600	\$7,650	\$1,950
Irrigation System	\$10,000	\$5,000	\$900	\$4,100
Contingencies	\$10,000	\$5,000	\$0	\$5,000
Stormwater Mgmt System	\$50,000	\$25,000	\$0	\$25,000
Chemicals	\$6,600	\$3,300	\$0	\$3,300
Perimeter Project	\$0	\$0	\$256,058	(\$256,058)

TOTAL EXPENSES	\$336,257	\$167,717	\$366,239	(\$198,523)
EXCESS REVENUES (EXPENDITURES)	\$25,573		(\$36,154)	
FUND BALANCE - Beginning	\$49,689		\$889,804	
FUND BALANCE - Ending	\$75,262		\$853,650	

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND - SERIES 2013

Statement of Revenues & Expenditures

For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED THRU 3/31/18	ACTUAL THRU 3/31/18	VARIANCE
<u>REVENUES:</u>				
Assessments	\$432,649	\$432,649	\$389,297	(\$43,352)
Interest Income	\$0	\$0	\$1,703	\$1,703
<i>TOTAL REVENUES</i>	\$432,649	\$432,649	\$391,001	(\$41,648)
<u>EXPENDITURES:</u>				
<i>Series 2013</i>				
Interest Expense - 11/1	\$104,766	\$104,766	\$104,766	\$0
Interest Expense - 05/1	\$104,766	\$0	\$0	\$0
Principal Expense	\$225,000	\$0	\$0	\$0
Other Debt Service Costs	\$9,183	\$5,934	\$5,934	\$0
<i>TOTAL EXPENDITURES</i>	\$443,714	\$110,700	\$110,700	\$0
EXCESS REVENUES (EXPENDITURES)	(\$11,065)		\$280,301	
FUND BALANCE - Beginning	\$164,728		\$391,093	
FUND BALANCE - Ending	\$153,663		\$671,394	

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND - SERIES 2005

Statement of Revenues & Expenditures

For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED THRU 3/31/18	ACTUAL THRU 3/31/18	VARIANCE
<u>REVENUES:</u>				
Tax Receipts	\$440,879	\$440,879	\$57,622	(\$383,257)
Interest Income	\$0	\$0	\$1,606	\$1,606
<i>TOTAL REVENUES</i>	\$440,879	\$440,879	\$59,228	(\$381,651)
<u>EXPENDITURES:</u>				
Interest Expense - 11/1	\$143,640	\$143,640	\$143,640	\$0
Interest Expense - 05/1	\$143,640	\$0	\$0	\$0
Principal Expense - 05/01	\$155,000	\$0	\$0	\$0
<i>TOTAL EXPENDITURES</i>	\$442,280	\$143,640	\$143,640	\$0
<u>OTHER SOURCES/(USES):</u>				
Other Debt Service Costs	(\$8,233)	(\$6,095)	(\$6,095)	\$0
<i>TOTAL OTHER</i>	(\$8,233)	(\$6,095)	(\$6,095)	\$0
EXCESS REVENUES (EXPENDITURES)	(\$9,634)		(\$90,507)	
FUND BALANCE - Beginning	\$201,847		(\$2,494,956)	
FUND BALANCE - Ending	\$192,213		(\$2,585,464)	

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT
CAPITAL PROJECTS FUND - SERIES 2013

Statement of Revenues & Expenditures

For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED THRU 3/31/18	ACTUAL THRU 3/31/18	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$5	\$5
TOTAL REVENUES	\$0	\$0	\$5	\$5
<u>EXPENDITURES:</u>				
Cost of Issuance	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
<u>OTHER SOURCES/(USES):</u>				
Refunding Proceeds	\$0	\$0	\$0	\$0
TOTAL OTHER	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$5	
FUND BALANCE - Beginning			\$1,231	
FUND BALANCE - Ending			\$1,235	

PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT
CAPITAL PROJECTS FUND - SERIES 2005

Statement of Revenues & Expenditures
For The Period Ending March 31, 2018

	ADOPTED BUDGET	PRORATED THRU 3/31/18	ACTUAL THRU 3/31/18	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$261	\$261
TOTAL REVENUES	\$0	\$0	\$261	\$261
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$0	\$0
Default Expenditures	\$0	\$0	\$19,493	(\$19,493)
TOTAL EXPENDITURES	\$0	\$0	\$19,493	(\$19,493)
<u>OTHER SOURCES/(USES):</u>				
Interfund Transfer Out	\$0	\$0	\$0	\$0
TOTAL OTHER	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		(\$19,231)	
FUND BALANCE - Beginning			\$76,082	
FUND BALANCE - Ending			\$56,851	

**PORTOFINO ISLES
COMMUNITY DEVELOPMENT DISTRICT**

Bond Issue:	<u>Series 2005 Special Assessment Bonds (Court Project)</u>
Original Issue Amount:	\$6,375,000
Interest Rate:	5.60%
Maturity Date:	May 1, 2036
Reserve Fund Requirement:	Lesser of: (i) Max Annual Debt Service for Bonds Outstanding (ii) 125% of Average Debt Service for Bonds Outstanding (iii) 10% of Original proceeds
Bonds outstanding - 9/30/13	\$6,105,000
Less: 11/1/2013	\$0
5/1/2014	\$0
Current Bonds Outstanding:	<u><u>\$6,105,000</u></u>

Bond Issue:	<u>Series 2013 Special Assessment Revenue Refunding Bonds</u>
	\$5,730,000
Interest Rate:	4.750%
Maturity Date:	May 1, 2033
Reserve Fund Requirement:	50% of Max Annual Debt Service Requirements @ date of issuance
Bonds outstanding - 9/30/13	\$5,730,000
Less: 11/1/2013	\$0
5/1/2014	(\$205,000)
11/1/2015	(\$5,000)
5/1/2016	(\$215,000)
5/1/2017	(\$220,000)
Current Bonds Outstanding:	<u><u>\$5,085,000</u></u>

