

MINUTES
PORT LABELLE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING

November 19, 2020

A meeting of the Board of Supervisors of the Port LaBelle Community Development District was called to order at 5:30 p.m. on Thursday November 19, 2020 by Vice Chairman, William Perry who verified a quorum was present and the meeting had been legally advertised.

Those present at the meeting were:

Jeff Perry – Vice Chair & Board Member
Sherry Parantha – Board Member
David Capitanio – Assistant Secretary & Board Member
Nancy Imhoff – Secretary & Board Member
Judi Kennington-Korf – General Manager
Lupe Taylor – District Recording Secretary
Ryan Berden – Field Supervisor
Robert Pritt – District Attorney
Andy Higginbotham – District Accountant
Shane Parker – Hendry County Public Works Director
Tommy Vaughan – Special Districts Director
Jason Martinez – Chairman & Board Member (Via Phone)

The meeting opened with prayer led by Robert Pritt followed by the Pledge of Allegiance.

General Counsel Report

Attorney Pritt advised the vacancies in Seats 2 & 4

Resolutions 2021-1 was read aloud declaring a vacancy in Seat #2 effective on November 19, 2020.

Resolution 2021-2 was read aloud declaring a vacancy in Seat #4 effective on November 19, 2020;.

Attorney Pritt made the declaration of vacancy to Seat 2

Vice Chairman Perry opened the floor for nominations. Supervisor Capitanio nominated Mr. Perry, there were no other nominations.

Vice Chairman Perry called for a roll vote:

Supervisor Capitanio – Yes
Supervisor Imhoff – Yes
Chairman Martinez – Yes

Upon motion duly made by Supervisor Capitanio seconded by Supervisor Imhoff and unanimously carried, it was RESOLVED AND APPROVED the Board adopted Resolution 2021-1 appointing Mr. William Perry as the Supervisor to serve the remainder of the Seat 2 term.

Attorney Pritt made the declaration of vacancy to Seat 4,

Vice Chairman Perry opened the floor for nominations. Supervisor Imhoff nominated Ms. Parantha, there were no other nominations.

Vice Chairman Perry called for a roll vote:

Supervisor Capitanio – Yes
Supervisor Imhoff – Yes
Chairman Martinez – Yes

Upon motion duly made by Supervisor Imhoff seconded by Supervisor Capitanio and unanimously carried, it was RESOLVED AND APPROVED the Board adopted Resolution 2021-2 appointing Ms. Sherry Parantha as the Supervisor to serve the remainder of the Seat 4 term.

Ms. Taylor, notary public, administered the Oath of Office to Ms. Parantha Seat 4 and Mr. Perry Seat 2.

Ms. Taylor called for a roll call of the Board after seat 2 & 4 were filled

Chairman Martinez – present
Supervisor Parantha – present
Vice Chairman Perry – present
Supervisor Capitanio – present
Supervisor Imhoff – present

The Board reorganized for the 2020-2021 year noting the assistant secretary position was vacant.

After discussion the Board elected to stay with the previous slate of officers and elected Supervisor Parantha as the Assistant Secretary.

Upon motion duly made by Vice Chairman Perry seconded by Supervisor Capitanio and unanimously carried, it was RESOLVED AND APPROVED the 2020-21 slate of officers is:
Chairman – Jason Martinez
Vice Chairman – Jeff Perry
Treasurer – Nancy Imhoff
Secretary – David Capitanio
Assistant Secretary – Sherry Parantha
Recording Secretary – Maria “Lupe” Taylor

Vice Chairman Perry asked if there was any public comment, there were none.

Consent Agenda:

- a. Verification of proper meeting notice
- b. Verification of quorum
- c. Approval of meeting minutes, September 28, 2020
- d. Bolton Actuarial and Consulting Services Agreement
- e. Bolton Post-Employment Medical Benefits Report
- f. Rising Starz Child Care, annual agreement
- g. Hendry County Mowing Agreement, one-year option exercised
- h. Surplus PL-26, Plow Disc, Rhino 055, SN76289
- i. Drug Free workplace premium credit
- j. Safety workplace premium credit

Upon motion duly made by Vice Chairman Perry seconded by Chairman Martinez and unanimously carried, it was RESOLVED AND APPROVED the Consent Agenda was accepted as presented.

General Manager's Report:

Item A. Hendry County Mosquito Control MSBU

Ms. Kennington-Korf introduced Mr. Parker, Public Works Director for Hendry County who was in attendance to discuss the Hendry County Mosquito Control MSBU. Mr. Parker presented an overview of the county's proposal to join their Mosquito Control MSBU. He advised the MSBU would only apply to the residents of Hendry County, they would be unable to apply their MSBU to Glades County residents. The county would not assess Banyan village.

Ms. Kennington-Korf advised there are other options to address the mosquito issues with the Glades County residents.

After Board discussion the board directed Ms. Kennington-Korf to place on the agenda on the January or April meeting agenda.

Item B. Road Improvement Project

The Board earmarked \$200,000 for a capital road improvement project this fiscal year. During the last meeting, the Board directed staff to work with the District Engineer to identify roads in need of immediate attention that may not have been included on the first DRAFT base and/or alternative road improvement list. The Board also discussed holding a workshop or special meeting to determine the funding most suitable for the 2020-21 road overlay project including use of the Capital Projects Fund budget.

After discussion, the Board opted to hold a special meeting to discuss the funding options and approve the road improvement project list.

Item C. Driveway and General Permits rate increases and application update. Resolution 2021-3

To improve permitting procedures and provide better service to homeowners, a number of changes are needed and were recommended:

1. The information provided to the end user on the driveway application has been clarified. The terms have been better defined and a site plan will be required.
2. The information received from the owner's representative will be enhanced. A signature will be required showing acceptance of the permitting process.
3. The installation of concrete culverts will be required. There is an allowance for an exception.
4. The CDD's fee structure needs to be adjusted. The Districts' fees have not been updated since 2011 and are not sufficient to cover the cost of the service. There is an additional fee of \$25 for failed inspections that have not been corrected.

Ms. Kennington-Korf provided an overview for the need to make the changes. Over the last several weeks a number of driveway permits have been in jeopardy due to encroachment upon the CDD's ROW. The infringement has been brought about by the relocation of a building or septic system after a septic permit has been issued. Because a homeowner would not have otherwise been able to receive their CO, the CDD approved a few of these imperiled permits - with conditions.

If authorized by the Board, the revised application will become effective upon adoption and the fee increase will become effective January 1, 2021.

Upon motion duly made by Vice Chairman Perry seconded by Supervisor Imhoff and unanimously carried, it was RESOLVED AND APPROVED the Board adopts Resolution 2021-3 to approve the revised driveway permit application, approve the use of concrete culverts, increase the fees for general – and driveway permits from \$75 to \$100 and approve an additional fee of \$25 for failed inspections that have not been corrected.

Item D. FYI

- i. FDOR annual compliance documents submitted and approved
- ii. Next meeting: January 28, 2021

Vice Chairman Perry presented Attorney Pritt with a certificate of application for his thirteen year's of service to the Port LaBelle Community Development District. Attorney Pritt thanked the Board for allowing him to represent the District, it was a pleasure to see and assist the District to move forward.

Field Supervisor's Report

Field Supervisor Berden advised permits continue to increase; they are on schedule with their mowing program; mosquito spraying has been discontinued at this time; streetlights continue to be monitored and reported if out; street signage work is ongoing - 40 stop signs have been replaced; and, cleanup is ongoing. There is an abundance of debris being dumped in the area.

Vice Chairman Perry asked if there was any public comment, there were none.

Other Business

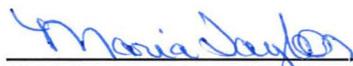
There being no further business to come before the Board, the meeting was adjourned at 6:09 PM.



Jason Martinez, Chairman



ATTEST:



Maria Taylor, Recording Secretary