

MINUTES
PORT LABELLE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING

October 28, 2021

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 October 28, 2021 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 – Assistant Secretary, Board Member
David Capitanio – Secretary & Board Member
Judi Kennington-Korf – General Manager
Lupe Taylor – District Recording Secretary, Coordinator
Ryan Berden – Field Supervisor
Beverly Grady – District Attorney (via phone)
Andy Higginbotham – District Accountant
Jason Martinez – Chairman & Board Member (excused absence)
Nancy Imhoff – Treasurer & Board Member (excused absence)

The meeting opened with prayer led by Judi Kennington-Korf followed by the Pledge of Allegiance.

The Board reorganized for the 2021-2022 year.

After discussion the Board elected to stay with the previous slate of officers and elected

Upon motion duly made by Vice Chairman Perry seconded by Supervisor Capitanio and unanimously carried, it was RESOLVED AND APPROVED the 2021-22 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 20, 2021

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

General Manager's Report:

Item A. District Growth, Annual Permit Report

The Districts fiscal year ended September 30th. From the prior year, the number of CDD driveway permits increased over 120% (596) and general permits increased over 157% (662).

Provided for your review is a detailed report illustrating the number of driveway permits per unit, per year. The CDD permit inspection procedure, if successful, is a three-step process for driveways and a two-step process for generals. Each step requires an onsite visit. Unless there are unusual circumstances, inspections are performed on Monday and Thursday. Although all of the field staff can perform inspections, over 90% of the inspections are performed by Field Supervisor Ryan Berden while the vast majority of administrative work is performed by Coordinator Lupe Taylor. Even if the growth slows, with the gamut of services we are responsible for providing, we will soon need to consider adding an additional employee to the field crew. Additionally, though the Board may deny their request, Hendry asked the District to increase mowing in Banyan Village from three- to seven times a year. We are in the process of determining the actual cost of the mowing service throughout the District.

Item B. Employee Salary Base Plan

In November of 2020, Florida voters approved Amendment 2 which will increase Florida's minimum wage to \$15 an hour by the year 2026. Currently, Florida's minimum wage is \$10 per hour:

- \$10 on September 30, 2021
- \$11 on September 30, 2022
- \$12 on September 30, 2023
- \$13 on September 30, 2024
- \$14 on September 30, 2025
- \$15 on September 30, 2026

As employers, we are in competition not only with contractors and subcontractors but also local governments. While we offer good benefits (retirement, insurance, and paid leave), an applicant is interested in the amount of money they are paid. This is especially meaningful to younger applicants. Barron recently had to wait months to hire a field employee and had to start \$12; recently, an unskilled applicant required no less than \$14 per hour to start. As Board members, you are well aware of the implications this dictate will have on our budget and on ad valorem taxes. However, with the constitutional mandate upon us, wages must be addressed. I have formulated a DRAFT base line salary schedule and need the Board's direction and support to move forward.

Item C. Financial Investment Option, Florida Local Government Investment Trust (FLGIT)

During the September 20th meeting, after discussion concerning the low interest rates from local banks, the Board directed staff to look into allowable investment opportunities recognized within the State. The Florida Local Government Investment Trust (Florida Trust or FLGIT) is a local government investment pool developed through the joint efforts of the Florida Court Clerks and Comptrollers and the Florida Association of Counties. It is the longest running member-owned and member-governed local government investment pool in the state of Florida. The Florida Trust is the first in the state to obtain a Standard and Poor's rating and third in the nation. The Florida Trust offers two open-ended, professionally managed funds available only to public entities in Florida. The initial investment is \$10,000. Should the Board choose to join the Florida Trust, a FLGIT representative will provide a presentation of their services. If this investment option is made, the Board will need to modify the District Fund Balance Policy.

Attorney Grady advised the Board to have a representative provide a presentation at one of the next board meetings.

Vice Chairman Perry advised a presentation in person would be more valuable to the Board and give them the opportunity to ask questions.

Added Item. Driveway application update

he driveway application had to be updated due to a few minor issues and misunderstanding from the contractors/owners. In the requirement sections printed in red a site plan must be submitted with the

permit application, this was approved in November 2020 when the Board approved the new driveway application. In Step 3, the second inspection, when the culvert has been set the inspector will be marking the culvert with spray paint so that there is no confusion as to the inspection passing or failing. Requesting board approval of the updates.

Upon motion duly made by Vice Chairman Perry seconded by Supervisor Parantha and unanimously carried, it was RESOLVED AND APPROVED the 2020-21 Driveway Permit Application has been revised and accepted as presented.

Added Item. April Budget Public Hearing

Florida Statue 191.008 states that on or before each June 15th the district general manager should prepare a proposed budget and be submitted to the board for review and approval. The district attorney is in agreement, a meeting should be scheduled to address this and be in compliance.

Item F. FYI

- i. FDOR annual compliance documents submitted and accepted by DOR
- ii. Field Trip – working on some dates to schedule this trip,. The district’s attorney will review case law and advise if it is necessary to advertise or what needs to be done not to violate sunshine law
- iii. Next meeting January 27, 2022

District Attorney’s Report

Attorney Grady advised no new updates at this time.

Field Supervisor’s Report

Field Supervisor Berden advised permits continue to increase; they are on schedule with their mowing, units 8 through 9 are complete; road patching has been done in units 1, 2, 3 and 7.and will do units 8, 9, 6 next week; mosquito spraying will be started next week in Glades; streetlights continue to be monitored and reported if out; street signage work is ongoing. Garbage clean up continues as dumping continues to be a problem in the District.

Ms. Taylor gave an update on the total amount of permits and money collected:
The number of permits issued from October 1, 2020 – September 30, 2021

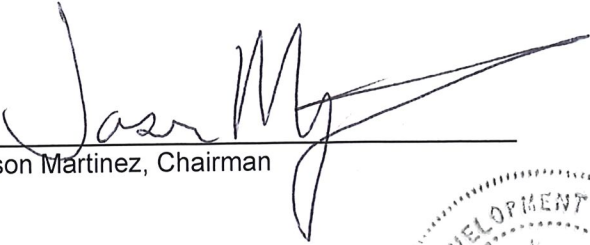
Driveway permits:	595	\$13,575 (181 @ \$75)
		\$41,400 (414 @\$ 100)
General permits:	662	\$11,400 (152 @ \$75)
		\$51,000 (510 @ \$100)
Total:	1257	\$117,375.00

Ms. Taylor updated the Board on the insurance claim submitted due to a resident hitting a pothole and damaging her vehicle.

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 6:28 PM.



Jason Martinez, Chairman

ATTEST:



Maria Taylor, Recording Secretary

