

MINUTES
PORT LABELLE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING

July 28, 2022

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 July 28, 2022 by Chairman, Jason Martinez who verified a quorum was present and the meeting had been legally advertised.

Those present at the meeting were:

Jason Martinez – Chairman & Board Member
Nancy Imhoff –Treasurer & Board Member
Jeff Perry – Vice Chair & Board Member
David Capitanio –Secretary & Board Member
Sherry Parantha – Assistant Secretary, Board Member
Judi Kennington-Korf – General Manager
Lupe Taylor – District Recording Secretary, Coordinator
Ryan Berden – Field Supervisor
Beverly Grady – District Attorney (by phone)
Andy Higginbotham – (excused absence)

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

Chairman Martinez asked if there was any public comment, there was none.

2022-2023 Budget Proposed Budget Public Hearing

Chairman Martinez announced the 2022-2023 Proposed Budget Public Hearing was duly advertised and was opened.

Ms. Kennington-Korf advised during the June 7th public hearing, the Board approved the proposed tentative 2022-23 General Fund- and Capital Fund Budgets option C. The Board reviewed the proposed budget and alternatives and remained with option C with the millage rate and budget adopted during the June 7th Board meeting. As a multi-county taxing authority, the District made a reasonable effort to avoid scheduling the tentative and final budget public hearings on days utilized by the counties or school districts within its jurisdiction.

The Board considered adoption of Resolution 2022-3 which identified the millage rate, budget, and the date of the tentative- and final budget public hearings. After discussing the overall budget and options, the Board selected Option C.

Upon motion duly made by Chairman Martinez seconded by Supervisor Capitanio and unanimously carried, it was RESOLVED AND APPROVED the Board adopted the Proposed Tentative Millage Rate of 4.55% for fiscal year October 1, 2022 to September 30, 2023.

Motion passed at 5:39 PM.

Upon motion duly made by Chairman Martinez seconded by Supervisor Imhoff and unanimously carried, it was RESOLVED AND APPROVED the Board adopted the Proposed Tentative General Fund Budget in the amount of 2,452,685.83 and the Proposed Tentative Capital Fund Budget in the amount of \$2,310,000.00 for fiscal year October 1, 2022 to September 30, 2023

Motion passed at 5:40 PM.

Upon motion duly made by Vice Chairman Perry seconded by Supervisor Imhoff and unanimously carried, it was RESOLVED AND APPROVED the Board adopts Resolution 2022-3 approving a Tentative Budget public hearing date of September 7, 2022 and the Final Budget public hearing on September 19, 2022 at 5:30PM in the District office.

Motion passed at 5:41 PM.

Chairman Martinez asked if there was any public comment, there was none.

Chairman Martinez closed the Public Hearing at 5:42 PM

Consent Agenda:

- a. Verification of proper meeting notice
- b. Approval of meeting minutes, June 7, 2022
- c. Approve FPL streetlight agreement
- d. Approve Line of Credit, First Bank of Clewiston

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

General Manager's Report:

Item A Hendry County mowing contract

Ms. Kennington-Korf presented a DRAFT of the Hendry County Mowing Contract for the three-year period, FY2022-23 through FY2024-25. The agreement provides for a 3% annual escalator. based upon the uncertainty of the market, there is an added provision to increase operational/fuel costs if warranted. There is also a provision for either party to terminate the agreement by providing a 30-day written notice.

Fiscal Year	Annual Revenue (3% escalator)		
Hendry County	2021-22	\$62,622.83	Existing agreement
	2022-23	\$84,501.51	Revised agreement
	2023-24	\$87,036.56	
	2024-25	\$89,647.66	

After discussion the Board directed Ms. Kennington-Korf to proceed with the Hendy County mowing contract.

Item B. Board meeting schedule

The Board implemented a quarterly schedule using the fourth Thursday of the months ending in: January, April, July, and October. Using this schedule, the Board must also hold two additional budget meetings in September. Going forward, an additional meeting would be needed to adopt the proposed tentative budget before June 15th.

To meet the June budget deadline and also the December holiday schedule, it would be better to hold the meetings on the second Thursday of the month.

Upon motion duly made by Chairman Martinez seconded by Supervisor Capitanio and unanimously carried, it was RESOLVED AND APPROVED the Board adopted a quarterly meeting schedule at 5:30 PM on the second Thursday of months ending in March, June, September and December.

Item C. BMAP Update

Ms. Kennington-Korf advised an email exchange between District Engineer Tommy Perry and Michael Batement, PE, Legislative Analyst, Office of Economic and Demographic Research, Florida Legislature – Joint regarding a compliance reporting requirement under the BMAP. Because the Barron Water Control District is responsible for stormwater management within the District, the CDD is exempt from participating in the Stormwater Needs Analysis

Item Added. Tractor Replacement

Ms. Kennington-Korf requested approval to purchase new tractor due to a tractor breaking down and the cost for repair being between \$3,000 to \$7,000 plus the cost of any other issues that may need repair. Also requested approval to surplus FA #80 2012 John Deere tractor.

Upon motion duly made by Vice Chairman Perry seconded by Chairman Martinez and unanimously carried, it was RESOLVED AND APPROVED the Board authorizes the General Manager to purchase a tractor on the state bid in an amount not to exceed \$60,000 dollars

Upon motion duly made by Chairman Martinez seconded by Vice Chairman Perry and unanimously carried, it was RESOLVED AND APPROVED the Board authorizes the FA #80 2012 John Deere tractor to be surplus and sold on Gov Deal for the best possible price.

Banyan Village is having issue with mail delivery to the area and it is being worked on at this time. More information will be provided when available.

Ronald Avenue failed road repairs have been put out for bid by Barron Water Control District and will advise when bid has been accepted and work begins.

District Attorney's Report

Attorney Grady advised no new updates at this time.

Field Supervisor's Report

Field Supervisor Berden advised driveway permits are at 663, general permits are at 743, mowing is on schedule for the counties, will start mowing the units next, mosquito spraying will start next month if needed, streetlights continue to be monitored and reported if out; trash dumping has slowed.

Chairman Martinez asked if there was any public comment, there was none.

Other Business

There being no further business to come before the Board, the meeting was adjourned at 6:10 PM.



Jason Martinez, Chairman

ATTEST:



Maria Taylor, Recording Secretary

