

MINUTES
PORT LABELLE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING

March 13, 2025

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 March 13, 2025 by Chairman 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
Liz Garcia –Board Member
Fernando Herrera –Board Member
Nancy Imhoff –Board Member
Nathan Hollis –Board Member
Judi Kennington-Korf – General Manager
Lupe Taylor – District Recording Secretary
Ryan Berden – Field Supervisor
Amy Thibaut– District Attorney
Andy Higginbotham – District Accountant

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

Chairman Matinez advised election of officers is needed before proceeding with meeting. The Board reorganized for the 2024-2025 year.

Upon motion duly made by Chairman Martinez seconded by Supervisor Hollis, it was RESOLVED AND APPROVED the 2024-25 slate of officers is:

**Chairman – Jason Martinez
Vice Chairman – Liz Garcia
Treasurer – Nancy Imhoff
Secretary – Fernando Herrera
Assistant Secretary – Nathan Hollis
Recording Secretary – Maria “Lupe” Taylor**

Consent Agenda:

- a. Verification of proper meeting notice
- b. Approval of meeting minutes [January 15, 2025]
- c. Update Safety Manual
- d. Approval of professional services agreements: accounting, actuarial Services, ADA compliance, attorney, auditor, engineering, e-mail & website hosting, insurance, MIS-IT.

Upon motion duly made by Chairman Martinez seconded by Supervisor Imhoff, it was RESOLVED AND APPROVED the Consent Agenda was adopted as presented.

Chairman Martinez asked if there was any public comment.

Mr. Cochrane voiced concerns over ATVs on greenbelts and private property. He asked if the CDD could provide signage for ATV's not allowed on greenbelts.

Chairman Martinez advised the CDD has placed signage in a few areas and will review. Mr. Cochrane was advised to call the Sheriff department if the ATV's as the district does as well.

Mr. Gonzalez voiced concerns over street lighting and school bus stops areas not being safe for children. There are also concerns over potholes on Cherry Lane.

Ms. Kennington-Korf advised Mr. Gonzalez the area of concern regarding lighting is county responsibility as well as school bus stop. Contact information for the proper county department will be provided along with the CDD street light policy. Cherry Lane pothole is being address by the Port LaBelle Utility System as this was due to a project being done by there department.

Presentation of Audit

Mr. Jeff Tuscan, District auditor, provided the 2023-24 Audit. Mr. Tuscan stated that this firm provided an unmodified opinion, which is the highest level of scrutiny any auditor can provide. He stated that he found no material weaknesses and no instances of non-compliance. Mr. Tuscan reviewed the annual financial statement providing detailed information surrounding the audit and commented the District was in good financial condition. He advised the unassigned funds were substantial.

Upon motion duly made by Chairman Martinez seconded by Vice Chairman Garcia, it was RESOLVED AND APPROVED the Audit is accepted as presented.

General Manager's Report:

Item A Resolution 2025-4, FY 2024-25 Adopted Budget, Amended to Audit

Upon motion by Chairman Martinez seconded by Vice Chairman Garcia and unanimously carried, it was RESOLVED AND APPROVED Resolution 2025-4, Budget Amendment for the Audited Fund Balance, is approved

Item B Result of Bid 2025-1, East Castle Circle, Unit 8

Ms. Kennington-Korf advised there was only one bidder for the East Castle Circle project. The bid was advertised in the Fort Myers News Press and sent out to vendors the district has on file. The bid was higher than anticipated. The bid is being reviewed with the CDD and Barron attorneys to see if a negotiation is possible. Additional information will be provided during the next Board meeting.

Item C Glades & Hendry mowing contracts expire in September 2025

Ms. Kennington-Korf advised the mowing contracts with Glades and Hendry are maturing this year and requested direction from the Board. Does the Board want to continue with a three-year contract or review other options. If the board wants to change the contract it must do so in writing ninety days prior to.

Vice Chairman Garcia asked if the contract rate would include an increase for inflation?

Ms. Kennington-Korf advised the contract has a three percent escalator for each year.

Item D June 12th Meeting (FDOR rolled-back rate required)

Ms. Kennington-Korf the District is tasked with providing a proposed budget to the board on or before June 15th, to create a budget the rolled back rate is needed. The roll back rate is provided by the State and is not received until June 30th. The district has followed the statute requirements regarding the roll-back rate, and it has created a problem. To have the date changed will require legislature action, this may be an option the district may want to review.

Attorney Thibaut advised this issue had been discussed and reviewed with Ms. Kennington-Korf and if the board wants legislature action it can be reviewed and brought back to the board. At this time, it is advised the board adopt the higher rate as it can be lower at the next budget meeting but it can not be raised.

Item E Illegal hunting and third-party wildlife management

Ms. Kennington-Korf informed the Board Mr. Chuck Svirk advised a Mr. Druzvik would be calling regarding illegal hunting and hog nuisance in Banyan Village. Mr. Druzvik requested permission to install game cameras, post signage every 500 ft on public property, and trap or hunt hogs on CDD property

Attorney Thibaut advised against allowing hunting and or trapping hogs on CDD property. The greenbelts are opened to the public for bird watching, hiking or walking. The district could be held liable for person/property getting injured or damaged. If residents see suspicious activity, it should be reported to the sheriff's office.

Item F FYI

- i. Chapter 2023-121, required ethics training – Supervisors advised the training will be in the next week.
- ii. Streamline request to replace tower on CDD property (fall zone south side, CDD Maintenance Department)

General Counsel Report

Attorney Thibaut reminded all Board Supervisors of the Sunshine law and advised the General Manager or Attorney are available for any questions or concerns.

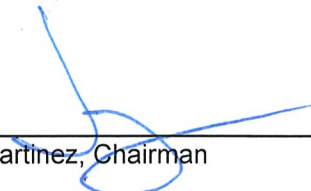
Field Supervisor's Report

Field report was provided for Board review, with no other business reported.

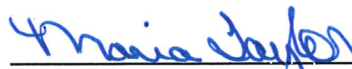
Other Business

There being no further business to come before the Board, the meeting was adjourned at 6:55 PM.

ATTEST:



Jason Martinez, Chairman



Maria Taylor, Recording Secretary

