

**MINUTES OF MEETING  
GATEWAY SERVICES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Gateway Services Community Development District was held on Thursday, January 5, 2017 at 3:00 P.M. at the Gateway Services CDD Offices meeting room located at 13240 Griffin Drive, Fort Myers, Florida 33913.

Present and constituting a quorum were:

Margaret Fineberg	Chairperson
William Guy	Vice Chairman
Kathleen Flaherty	Supervisor
Ed Tinkle	Supervisor

Also present were:

Anthony Pires, Jr.	District Counsel
Danny Nelson	Tetra Tech
April White	District Operations Manager
Chris Shoemaker	Utility Manager
Justin Faircloth	Severn Trent
Bob Koncar	Severn Trent

Guests and Several Residents

*The following is a summary of the minutes and actions taken at the January 5, 2017 regular meeting of the Gateway Services Community Development District Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order & Pledge of Allegiance**

A quorum was established with four Supervisors present.

The Pledge of Allegiance was recited.

Overview of Meeting Procedures and Decorum.

The audience was reminded to fill out a "Request to Address" if they would like to address the Board on any item.

**SECOND ORDER OF BUSINESS**

**Audience/Public Comments**

- A. **Regarding Agenda Items**
- B. **Regarding Non-Agenda Items**

Ms. Flavia Walsh, HOA President from Magnolia Lakes discussed issues within her community, which included fountains that were replaced, littoral planting on Pond 83 and washouts.

Mr. Matt Price of Magnolia Lakes discussed a fence on one of his properties that surrounds a Gateway easement and his attorney will be sending documentation on this issue to the Board.

**THIRD ORDER OF BUSINESS**

**Committee Report**

- A. PPAC Report**
- B. PPAC Minutes of November 10, 2016**
- C. SBAC Minutes of November 9, 2016**
- D. SBAC Minutes of December 7, 2016**

Mr. Phil Mezey commented on the letter going out to residents regarding DwellingLive on January 16, 2017. The O&M Agreement will finally be put in place and the PPAC will move forward on the Traffic Study. A Capital Reserve Study will be done in the future as the last one done is no longer accurate. The golf club and town center are owned by WCI.

Mr. Joe Mikulka discussed tree trimming, painting of the crosswalks and the Stoneybrook flag pole. Irrigation issues in Stoneybrook were also discussed.

Mr. Tinkle discussed the pump stations within Stoneybrook.

**FOURTH ORDER OF BUSINESS**

**Consent Agenda**

- A. Minutes of December 1, 2016 Board Meeting**

Ms. Flaherty pointed out a correction that needed to be made to the minutes. The correction was made and will be made part of the final minutes.

- B. Field Management Report**
- C. Financial Report for November, 2016**

On MOTION by Mr. Tinkle seconded by Ms. Flaherty with all in favor the consent agenda items B and C and amended item A was accepted. 4/0

**FIFTH ORDER OF BUSINESS**

**Old Business**

- A. DMS Legal**

Mr. Pires gave a brief follow up to this item and noted the State Attorney will decide if there is substantial evidence for criminal action. If evidence is found, then the money will be reimbursed at no cost to the District.

**B. Defibrillator – AED**

Mr. Guy discussed this item and noted District Counsel will review this matter further. Ms. White reported on the liability and responsibility that goes along with installing and maintaining this device.

Mr. Pires noted if the District were to install AED's there would need to be detailed policies and guidelines verified with the insurance carrier. This item should be brought back to the next Board meeting for further, detailed conversation.

**C. Girl Scout Building**

The Board discussed the Girl Scout Building real estate, which is for sale. The District Engineer has previously provided memo's indicating the pro's and con's for purchasing this property. It was suggested by Mr. Guy that the Girl Scout Building should continue to be considered before a decision is made regarding extending the existing District facility building.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

**i. Consideration of Actions as to Area 9**

Mr. Pires reported on this item and referred to his memo included in the meeting book which included background information of this issue, options, recommendations and exhibits.

Mr. David Caldwell and Ms. Neale Montgomery added comments to the discussion.

After a lengthy discussion, requesting the pursuit of a Quiet Title was suggested by Board Members. Mr. Pires will also research who will be responsible for paying for the easement road in question.

*The record will reflect the meeting recessed.*

**ii. Consideration of Actions to Request to Accept Roadway Conveyance(s) Tract L, Pelican Preserve**

As per Ms. Rhonda Brewer of WCI, this item will be discussed at the next Board meeting.

**iii. Discussion and Possible Actions as to Resolution(s) Concerning SRF Loan, Validation**

Mr. Nelson discussed approval for the construction phase, which will come after the public hearing. The first step will be getting approval for the plans and specifications. Pricing will be done in the March timeframe on a fast track. The public hearing is in February. The construction loan will be applied for as soon as we get the bids. After the bids come in, SRF needs to see the dollar amount and then we apply for the construction loan. Approval of a construction loan can be as fast as 30 days.

On MOTION by Mr. Tinkle seconded by Mr. Guy with all in favor authorization for Mr. Stephen Bloom to immediately start the process of getting a line of credit established for the SRF project and request term sheets based on \$1.25 Million was approved. 4/0

Mr. Nelson noted we need direction on who will do compliance of the documentation on the SRF, construction management and inspections and we need to get a scope to the Board for whatever you authorize us to do. A plan needs to be in place for whatever we will not be asked to do as well.

Mr. Chris Shoemaker noted the District was looking at outside service for inspection and compliance; no decision has been made at this time.

On MOTION by Mr. Tinkle seconded by Mr. Guy with all in favor submitting the EJCDC documents with developed supplement conditions (000-800) related to the project to DEP was approved. 4/0

**B. District Engineer**

There was nothing additional to report.

**C. Operations Manager's Report**

Ms. White noted the following:

- Reviewed web development, Lynda.com. Diane and Elle are working on web and we are on schedule for a February 1<sup>st</sup> launch.
- Working on the ST contract modifications.
- Launched two positions online and have resumes in hand.
- Trimming of trees.
- Working on RFP for accounting services.
- No date on the lighting on Griffin Boulevard project.

Mr. Tinkle inquired about the damages itemization on the Meter Replacement Program and discussed the cut sheets for the easements on the first five ponds. He is looking at three landscape vendors to clear the easements and then have sod replacement done.

Ms. Flaherty inquired about the landscape project within Gateway and Ms. White noted it is on hold until the irrigation system is resolved and in place prior to plants in the ground.

Mr. Tinkle discussed the Capital Assets of Gateway and noted this needs to be done. He also inquired about the status of GIS Solutions and Mr. Shoemaker responded.

**E. Utility Manager's Report**

Mr. Shoemaker reported US Water installed more meters than in the last two months. They are down to the last 14 meters left to install.

Pond 104 will take two weeks to finish and begin next week.

TECO Gas Company is up and running at the pool; another two weeks and it will be done and they will be out of here.

Ms. Fineberg requested that Mr. Tinkle send the SRF sheet to Ms. White for distribution to the Board.

**D. District Manager**

Mr. Faircloth asked Ms. White, regarding the restoration project for the lakes, as there are some changes for the Severn Trent contract, are you asking that we prepare a cash flow analysis for that?

Ms. White responded we are not requesting any accounting changes to the ST contract.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Comments**

Ms. Flaherty requested that the banners be replaced and put out again.

Mr. Guy is not in agreement to replace the banners.

Ms. Fineberg, Mr. Tinkle and Ms. Flaherty are in favor of replacing the banners.

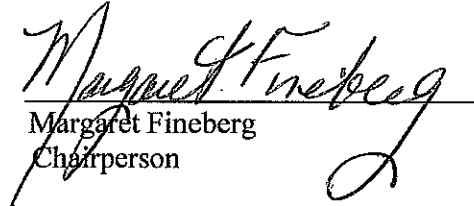
Ms. Flaherty also asked to have an update put in the paper titled Corridor and Lifestyles as a communication tool for the community.

Mr. Guy reported he had a nice evening at the holiday party and Ms. Fineberg complimented staff on the holiday trees.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

The meeting adjourned at 6:00 P.M.



Margaret Fineberg  
Chairperson