

**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, February 15, 2018 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
Doug Banks	Supervisor

Also present were:

Anthony Pires, Jr.	District Counsel
Tyler Wainright	District Engineer, Tetra Tech
Chris Shoemaker	District Manager
Stephen Bloom	Finance, Inframark
Mike Tisch	Public Works Manager
Kenny Hall	Utility Manager
Michael Kraft	Accounting & Finance Manager

Guests and Several Residents

The following is a summary of the minutes and actions taken at the February 15, 2018 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 all 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**

Residents addressed the Board regarding their requests for grass and shade at the dog park.

Mr. Phil Mezey and Mr. Joe Schofield of Pelican Preserve addressed the Board regarding Tract "L" Conveyance (Infrastructure: Streets, Street Gutters and Sidewalks) and provided backup information on the issue, including photos and copies of building codes. Mr. Schofield stated the GSCDD should require WCI to provide all the proper documentation that this work was done properly.

THIRD ORDER OF BUSINESS

Staff Reports

- A. District Engineer**
 - i. Task Authorization FY 2018-6 Research-Year 2 Bank Restoration-Construction Management**

Mr. Tyler Wainright of Tetra Tech noted this is for the construction services for the next set of lakes that is out to bid right now; for construction oversight, record drawings, all the construction services we would be doing for those lakes.

On MOTION by Mr. Tinkle seconded by Mr. Guy with all in favor Task Authorization FY 2018-6 was approved. 5/0

- ii. Status of District Engineer Task Authorizations**

Mr. Wainright noted the document included in the agenda package indicates all the Task Authorizations we have outside of our main, continuing services contract.

Mr. Wainright gave an update on Tract L.

A resident addressed the Board regarding the ponds and asked how many ponds did the SFWMD tell us we needed to repair. Mr. Tinkle responded to the question.

- B. District Counsel**
 - i. Pelican Preserve Tract L; Proposed Conveyance of Roads Rights-of-Way**

Mr. Pires discussed recommendations he made.

- 5C. Turnover and Conveyance Tract "L" Road Right-of-Way and Landscaping**

Mr. Pires indicated this item is tied together with agenda item 3Bi.

Mr. Guy requested that Mr. David Caldwell tell the Board why they should accept Tract "L" at this time considering the report previously submitted by Mr. Schofield.

Mr. Caldwell of WCI Communities/Lennar addressed the Board and responded to Mr. Guy's request.

Mr. Bob Geppert responded to a comment made by Mr. Caldwell which seemed to be an implication that the residents should not have a vote, a say or a comment. He strongly disagrees with that comment.

On MOTION by Mr. Tinkle seconded by Mr. Guy with all in favor based upon Mr. Caldwell's comment that he will preserve and protect the District on and in the event of the City of Fort Myers coming up with a request for permit documentation, and subject to corrections to the documents as referenced in Counsel's memorandum, Tract "L" was accepted. 5/0

3Bii. Gateway Services CDD/Turnover Submittals/Pistoia/Utilities

Mr. Pires referred to this item and noted this item goes with agenda item 5D, Conveyance and Turnover-Pistoia Utilities.

Mr. Shoemaker reported on Pistoia Utilities, we have no problem with it. We had a few issues with some sand from cleanouts knocked down during home building and it has been cleaned out to our satisfaction.

The District Engineer had no objections.

On MOTION by Mr. Guy seconded by Mr. Tinkle with all in favor the conveyance and turnover of Pistoia Utilities was accepted. 5/0

Mr. Pires noted he handed out for informational purposes, a follow-up email he sent to WCI with regard to the FPL Easement Lands to try to set up the meeting to go over the items that the Board discussed accepting it subject to a number of issues.

3C. District Manager

Mr. Shoemaker noted most of the things on his report have already been discussed. The Board was reminded that the Board Advance meeting is scheduled for next Thursday morning. He is working on the SRF loan and is also working on the payment requests. Discussion ensued as to changes to be made to the second construction loan agreement received from FDEP, including a revised completion date of 2019 versus 2018

Utility Manager

Mr. Kenny Hall reported 573 is the grand total for 2017 for the AMI.

D. Accounting & Finance Manager – Updates to the HR Manual

Mr. Michael Kraft reported on the item included in the agenda package regarding the HR Manual and requested Board approval.

On MOTION by Mrs. Flaherty seconded by Mr. Guy with all in favor the recommended revisions to the HR Manual recommended by Mr. Kraft, effective March 1, 2018 was approved. 5/0

Mr. Tinkle directed an inquiry to Mr. Bloom about previous meeting discussions regarding timeliness of paying vendors.

Mr. Kraft responded to the inquiry and Mr. Bloom noted a new software program is available, which digitizes every invoice and tracks the timeliness of every step and we also do check-runs for the District twice per week most weeks. We will keep working to get that streamlined and any issue resolved.

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Contract Spreadsheet**
- B. Financial Report – December 31, 2017**

Mrs. Flaherty requested to pull Consent Agenda Item A and asked about the contracts that are expiring. Mr. Shoemaker indicated staff is working on the new contracts and will have them before the Board next month. Regarding the expiring engineering services contract, we will be going out for an RFQ, Request

for Qualifications, have the respondents back in April and ready to select either an existing or a new District Engineer before the current contract expires.

Mr. Guy inquired about an update on the landscaping contract and Mrs. Flaherty responded we got the bids and tomorrow morning, at 9 a.m. we are going to look over bids.

On MOTION by Mrs. Flaherty seconded by Mr. Tinkle with all in favor the consent agenda items A and B were approved. 5/0

FIFTH ORDER OF BUSINESS

Action Items

A. Preliminary Report Utility Rate Study-No Action Required-Informational Purposes Only

Mr. Shoemaker introduced Mr. Daryl Parker of Willdan Financial Services who has been working with staff to perform a rate study and update the information in our utility. The Board approved a consulting contract with Willdan Financial Services for a District Potable Water, Irrigation Water and Sewer Rate Study on October 5, 2017.

Mr. Parker made a presentation and the Board was asked for direction on where to go from here for a final adoption of rates at some point.

A copy of the power point presentation made by Mr. Parker will be included with the final records from this meeting.

The record will reflect Mr. Parker left the meeting.

B. Release of Performance Bond Pelican Preserve Tract L-Azzurra

Mr. Tyler Wainright explained this the construction performance bond for part of Tract L.

On MOTION by Mr. Tinkle seconded by Mr. Banks with all in favor releasing the Performance Bond in the amount of \$35,000 for Azzurra was approved. 5/0

Gateway Services CDD | Minutes
2/15/18

SIXTH ORDER OF BUSINESS

SUPERVISOR COMMENTS

Mrs. Flaherty discussed the fun park and suggested putting in pickle ball and bocce ball areas.

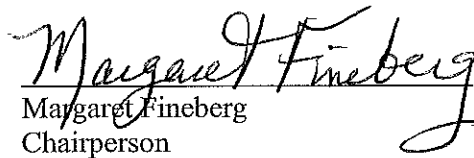
The Board was reminded of the Board Advance meeting next Thursday at 9 a.m. The meeting is open to the public, however public comments will not be taken.

Mr. Banks suggested splitting one of the two meetings per month, having at least one hour of a working session.

SEVENTH ORDER OF BUSINESS

ADJOURNMENT

The meeting adjourned at 5:29 P.M.


Margaret Fineberg
Chairperson