



**SAIL HARBOUR
COMMUNITY DEVELOPMENT
DISTRICT**

**LEE COUNTY
REGULAR BOARD MEETING
APRIL 9, 2018
6:00 P.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.sailharbourcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
Hilton Garden Inn
12600 University Drive
Fort Myers, Florida 33907
REGULAR BOARD MEETING
April 9, 2018
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. December 11, 2017 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Update on Encroachment Agreements
- H. New Business
 - 1. Designation of Engineer of Record.....Page 5
 - 2. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 6
- I. Administrative Matters
 - 1. Candidate Qualifying Period – Noon on June 18, 2018 to Noon on June 22, 2018
- J. Board Members Comments
- K. Adjourn

Attn: *LAURA*
SAIL HARBOUR COM DEV DISTRICT
2501 BURNS RD STE A
PALM BEACH GARDENS, FL 33410

STATE OF FLORIDA COUNTY OF LEE:
 Before the undersigned authority personally appeared Shari Terrell, who on oath says that he or she is a Legal Assistant of the News-Press, a daily newspaper published at Fort Myers in Lee County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of

Notice of Meetings

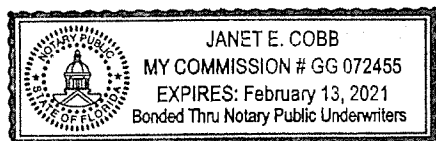
In the Twentieth Judicial Circuit Court was published in said newspaper in the issues of:

09/21/17

Affiant further says that the said News-Press is a paper of general circulation daily in Lee, Charlotte, Collier, Glades and Hendry Counties and published at Fort Myers, in said Lee County, Florida, and that the said newspaper has heretofore been continuously published in said Lee County, Florida each day and has been entered as periodicals matter at the post office in Fort Myers, in said Lee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and Subscribed before me this 21st of September 2017, by Shari Terrell who is personally known to me.

Janet E. Cobb
 Janet E. Cobb
 Notary Public for the State of Florida
 My Commission expires February 13, 2021



**SAIL HARBOUR
 COMMUNITY DEVELOPMENT DISTRICT
 FISCAL YEAR 2017/2018
 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Sail Harbour Community Development District will hold Regular Meetings in a Meeting Room at the Hilton Garden Inn located at 12600 University Drive, Fort Myers, Florida 33907 at 6:00 p.m. on the following dates:

- October 9, 2017
- November 13, 2017
- December 11, 2017
- January 8, 2018
- February 12, 2018
- March 12, 2018
- April 9, 2018
- May 14, 2018
- June 11, 2018
- July 9, 2018
- August 13, 2018
- September 10, 2018

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
 www.sailharbourcdd.org
 AD# 2416808 Sept. 21, 2017

**SAIL HARBOUR
 COMMUNITY DEVELOPMENT DISTRICT
 FISCAL YEAR 2017/2018
 REGULAR MEETING SCHEDULE**

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SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
 www.sailharbourcdd.org
 AD# 2416808 Sept. 21, 2017

SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 11, 2017

A. CALL TO ORDER

The December 11, 2017, Regular Board Meeting of the Sail Harbour Community Development District was called to order at 6:00 p.m. in a meeting room of the Hilton Garden Inn located at 12600 University Drive, Fort Myers, Florida 33907.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Fort Myers News-Press* on September 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was noted that a quorum was established by the presence of:

Chairperson	Marge Howerton	Present
Vice Chairperson	Susan Balaun	Present
Supervisor	Richard Balaun	Present
Supervisor	Aaron Roeth	Present
Supervisor	June Gill	Present

Staff members in attendance were:

District Manager	Kathleen Dailey	Special District Services
District Counsel	Gerald Knight (via phone)	Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
District Engineer	Dave Robson (via phone)	Johnson Engineering

Also present were Mallory Clancy of Johnson Engineering (via phone); and District resident John Gill.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. August 14, 2017, Public Hearing & Regular Board Meeting

SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 11, 2017

The minutes of the August 14, 2017, Public Hearing & Regular Board Meeting were presented for approval.

A **motion** was made by Mrs. Balaun, seconded by Mr. Balaun and passed unanimously approving the minutes of the August 14, 2017, Public Hearing & Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update on Encroachment Agreements

Ms. Howerton advised that there was no updates regarding this matter.

H. NEW BUSINESS

1. Consider Resolution No. 2017-06 – Adopting a Fiscal Year 2016/2017 Amended Budget

Resolution No. 2017-06 was presented, entitled:

RESOLUTION NO. 2017-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Gill, seconded by Mr. Roeth and passed unanimously to adopt Resolution No. 2017-06, as presented.

2. Discussion Regarding District Audit

The Board reviewed the audit and Ms. Dailey answered questions posed by Ms. Gill. Ms. Gill asked if copies of the audit could be sent to each Board Member in the future and Ms. Dailey indicated that she would find out the cost. Mrs. Balaun stated that it was a positive audit and there was nothing to be concerned about. There was discussion about using surplus for lowering assessments and Mr. Knight stated that is usually used during a refinance.

3. Review Engineer’s Annual Report

Mr. Robson advised that it was a typical year with minor maintenance items. Ms. Howerton indicated that she had met with the CLA representative who took care of the

SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 11, 2017

issues. Mr. Robson added that there was no water backup during all the rains in August or because of Hurricane Irma.

Mr. Robson introduced Mallory Clancy who would soon be taking over much of his workload.

I. ADMINISTRATIVE MATTERS

Ms. Dailey went over the upcoming meeting schedule. It was consensus of the Board to cancel the January meeting and any meetings before budget presentations, if there were no pressing agenda items.

J. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Gill, seconded by Mr. Roeth to adjourn the Regular Board Meeting at 6:25 p.m. The **motion** carried unanimously.

Secretary/Assistant Secretary

Chair/Vice-Chair

From: David Robson [<mailto:DKR@johnsoneng.com>]

Sent: Monday, January 29, 2018 12:00 PM

To: Tricia Lascasas <TLascasas@sdsinc.org>

Cc: Kathleen Dailey <kdailey@sdsinc.org>; Mallory S. Clancy <msc@johnsoneng.com>; Cindy Keen <CMK@johnsoneng.com>

Subject: RE: Sail Harbour CDD 2018-02-12 Meeting Inquiry

Tricia,

Please add Mallory Clancy to future Sail Harbour CDD correspondence.

I am retiring on February 28, 2018 and Mallory is taking over all of my projects.

District Engineer does not have any agenda items.

David K. Robson, P.E.

Project Engineer

Johnson Engineering, Inc.

863-612-4056

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Sail Harbour Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2018/2019 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2018 at 6:00 p.m. in the Hilton Garden Inn, 12600 University Drive, Fort Myers, Florida 33907, for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and EFFECTIVE this 9th day of April, 2018.

ATTEST:

**SAIL HARBOUR
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman