



**SAIL HARBOUR  
COMMUNITY DEVELOPMENT  
DISTRICT**

**LEE COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 11, 2019  
6:00 P.M.**

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

[www.sailharbouredd.org](http://www.sailharbouredd.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**  
February 11, 2019  
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. November 12, 2018 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Unassigned Surplus Cash Memo and Cash Balances Schedule.....Page 5
- H. New Business
- I. Administrative Matters
  - 1. Financials.....Page 0
- 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 Sue Bridges, 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:

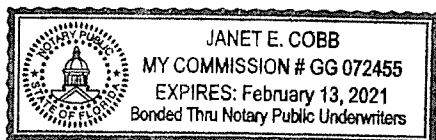
09/28/18

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 28th of September 2018, by Sue Bridges who is personally known to me.



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



**SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2018/2019 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 8, 2018
- November 12, 2018
- December 10, 2018
- January 14, 2019
- February 11, 2019
- March 11, 2019
- April 8, 2019
- May 13, 2019
- June 10, 2019
- August 12, 2019
- September 9, 2019

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](http://www.sailharbourcdd.org)  
AD# 3176233 Sept. 28, 2018

**SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 12, 2018**

**A. CALL TO ORDER**

The November 12, 2018, Regular Board Meeting of the Sail Harbour Community Development District was called to order at 6:02 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 28, 2018, as part of the District's Fiscal Year 2018/2019 Regular Meeting Schedule, as legally required.

**C. SEAT NEW BOARD MEMBERS**

**D. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER RESPONSIBILITIES & DUTIES**

**E. 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.

Also present was District resident, John Gill.

**F. ELECTION OF OFFICERS**

A **motion** was made by Ms. Gill, seconded by Mr. Roeth and passed unanimously to keep the slate of officers the same, to wit:

- Chairperson – Marge Howerton
- Vice Chairperson – Susan Balaun
- Secretary/Treasurer – Kathleen Dailey

- Assistant Secretaries – Richard Balaun, Aaron Roeth and June Gill

## **G. ADDITIONS OR DELETIONS TO AGENDA**

Ms. Gill asked for an update on the patio additions. Ms. Howerton responded that they are ongoing and that requesters complete paperwork for the easement use. She stated that the Tropical Isles ARB keeps the paperwork. Ms. Gill asked about property on Solera Cove, which seems non-conforming and Ms. Howerton indicated she would check it out.

## **H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

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

## **I. APPROVAL OF MINUTES**

### **1. June 11, 2018, Public Hearing & Regular Board Meeting**

The minutes of the June 11, 2018, Public Hearing & Regular Board Meeting were presented for approval.

A **motion** was made by Ms. Gill, seconded by Mr. Balaun and passed unanimously approving the minutes of the June 11, 2018, Public Hearing & Regular Board Meeting, as presented.

## **J. OLD BUSINESS**

There were no Old Business items to come before the Board.

## **K. NEW BUSINESS**

### **1. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2017/2018 Amended Budget**

Resolution No. 2018-05 was presented, entitled:

#### **RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAIL HARBOUR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mrs. Balaun, seconded by Ms. Gill and passed unanimously to adopt Resolution No. 2018-05, as presented.

### **2. Discussion Regarding Unassigned Surplus Cash Memo and Cash Balances Schedule**

Ms. Gill noted that she appreciated the work Tori Shamy from SDS had done on this item. She suggested a portion of the surplus be put into an interest bearing account with Hancock Bank. Mr. Knight opined that he was okay with that idea. There was discussion on an amount and the

consensus was to allow SDS staff to make that determination and put as much surplus funds as possible into the interest bearing account with Hancock Bank.

A **motion** was made by Ms. Gill, seconded by Mr. Roeth and passed unanimously directing SDS staff to put as much surplus funds as possible into an interest bearing account with Hancock Bank.

The Regular Board Meeting was recessed and a meeting of the Auditor Selection Committee was opened.

## **L. AUDITOR SELECTION COMMITTEE**

### **1. Ranking of Proposals/Consider Selection of an Auditor**

Ms. Dailey stated that Grau & Associates, the current auditor, was the only firm to respond to the legal advertisement for proposals. She recommended Grau & Associates be approved as the District's auditor.

The Regular Board Meeting was reconvened.

A **motion** was made by Ms. Gill, seconded by Mr. Balaun and passed unanimously accepting the recommendation of the Auditor Selection Committee by selecting Grau and Associates as the District's auditor.

## **M. ADMINISTRATIVE MATTERS**

### **1. Financials**

Ms. Dailey went over the financials. There were no questions from the Board.

Ms. Dailey reminded the Board that their next meeting was scheduled for December 10, 2018, 2018. Ms. Howerton advised that she would not be able to make that meeting. There was a consensus of the Board to cancel the December meeting and to schedule the next meeting when there were pending agenda items.

Ms. Dailey advised that Mallory Clancy had left the engineering company serving the District and that former engineer Dave Robson had been brought back from retirement to temporarily serve as the District's Engineer.

## **N. BOARD MEMBER COMMENTS**

Mrs. Balaun thanked Ms. Gill for her work on the surplus funds matter.

## **O. ADJOURNMENT**

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