

1 **PELICAN MARSH COMMUNITY DEVELOPMENT DISTRICT**
2 **REGULAR BOARD OF SUPERVISORS MEETING**
3 **September 18, 2019**

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5 The Board of Supervisors of the Pelican Marsh Community Development District met on
6 Wednesday, September 18, 2019, at 9:00 a.m. at the Pelican Marsh Community Center, Naples,
7 Florida.

8 **APPEARANCES:** Edward Walsh, Chairman
9 Don Pomerantz, Vice-Chairman
10 Gordon Walker, Treasurer
11 Joe Diaz, Assistant Secretary
12 Tony Scire, Supervisor (Via Speakerphone)

13 **ALSO PRESENT:** Neil Dorrill, Dorrill Management Group
14 Brent Burford, Johnson Engineering
15 Tony Pires, Board Counsel
16 John Vanover, Operations Manager
17 James Calamari, Access Control

18
19 **ROLL CALL**

20 Mr. Walsh opened the meeting, noting that four members were in attendance, constituting a
21 quorum. **Mr. Scire’s appearance via speakerphone due to exceptional circumstances was**
22 **unanimously approved on a MOTION by Gordon Walker and a second by Don Pomerantz.**

23
24 **PUBLIC COMMENT**

25 Mr. Randall from Watercrest complimented the Board on the newly installed trees along
26 Vanderbilt.
27 Additionally, a resident of Pelican Marsh asked Mr. Randall if he knew whether the CDD would
28 be willing to take ownership of the public streets in Pelican Marsh for purposes of safety. Mr.
29 Dorrill noted that all the roadways are owned by the District, and explained the reason why

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5 people have access to the community without showing an ID. The roads are public as tax
6 exempt municipal bonds were used to construct them.

7

8 **APPROVAL OF AGENDA**

9 **On a MOTION by Joe Diaz and a second by Gordon Walker, the Agenda was unanimously**
10 **approved as submitted.**

11

12 **APPROVAL OF AUGUST 2019 BOARD MEETING MINUTES**

13 On Page 4, Line 10, Mr. Pires' name was misspelled.

14 Regarding Page 4, Lines 5 and 6, the Chairman noted that the minutes indicated that Mr. Scire
15 would be sworn in at the next meeting, and that sentence will be revised to indicate only that
16 Mr. Pires advised him of the parameters of the Sunshine Law.

17 **On a MOTION by Gordon Walker and a second by Joe Diaz, the meeting minutes were**
18 **unanimously approved as amended.**

19

20 **FINANCIALS**

21 At the end of ten months the balance sheet showed approximately \$2,500,000 in cash, and the
22 reserves, both the cash flow and the emergency contingency, were noted to be fully funded at
23 \$625,000 and \$850,000 respectively. \$39,000 in payables was shown. Total fixed assets at the
24 end of July, including the value of the infrastructure, stood at \$25,965,000, with approximately
25 \$28,000,000 in total assets.

26 The income statement showed \$5,100 in interest earnings against the original forecast of
27 \$1,200. Total interest earnings to date were \$40,000.

28 On the expense side, total property appraiser fees were \$11,000, and were originally forecast at
29 \$63,000.

30 As it relates to savings in salaries and costs of overtime, Mr. Dorrill noted that landscaping

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5 was \$24,000 under budget year-to-date with respect to wages. Overtime was \$15,000 over
6 budget, with a net positive of approximately \$9,000.

7 Access control was \$9,000 under budget with respect to wages, and \$3,000 over budget in
8 overtime.

9 Mr. Dorrill noted that they have not had a lot of lightning strikes this year, and year-to-date
10 they have spent only \$8,500 against an historical average of \$19,000.

11 Total operating expenses were noted to be \$2,600,000 year-to-date against the budget of
12 \$2,764,000, and Mr. Dorrill expected that they will finish the year with \$175,000 with some
13 additional cash as a beginning fund balance for the new year.

14 Mr. Vanover indicated that they are short one person on the landscaping side.

15 Chairman Walsh noted that on Page 7 it indicates that excess revenues are approximately
16 \$1,600,000, which was not quite accurate, as most of the FEMA money was received this year,
17 and most of the expenses were last year. Taking out the \$928,000 of FEMA money, they are
18 really looking at \$660,000 with two months to go in the fiscal year. About a quarter of a million
19 dollars a month is spent on expenses, which will be covered by that amount.

20 **On a MOTION by Joe Diaz and a second by Gordon Walker, the financials were then**
21 **unanimously accepted as presented.**

22

23 **MANAGER'S REPORT**

24 **A. CME/ LPGA Tour Championship**

25 This item relates to the renewal of the license agreement for the upcoming professional golf
26 tournaments at Tiburon. Mr. Dorrill gave a brief background on these events, noting that there
27 has been a change in the professional management company, and both events will be handled
28 by Greg Norman's company this year.

29 There will be some minor changes in the event agreement, and this will allow them to have
30 special event access to District roads as patrons are bused in for these events. They will also be

5 provided with employee and volunteer parking on the parcel that runs along Livingstone
6 Road that has been used for staging during hurricane events. This is the standard agreement
7 that has been used in the past, with some minor changes reflecting the new management.
8 Mr. Pires asked if the management company had applied for the special events permit yet, as
9 he has not yet seen the permit for this year. Mr. Calamari indicated that they do not usually
10 see this document until October.

11 After a brief discussion, **on a MOTION by Gordon Walker and a second by Joe Diaz, the Board**
12 **unanimously approved the renewal of the license agreement and authorized the Chairman to**
13 **sign it, subject to the application for the special event permit.**

14
15 B. 2020 Audit Engagement

16 At Mr. Pires' suggestion, a modification to the engagement letter has been made on the fee
17 side to say that the fee is an amount not to exceed \$19,000. The original wording indicated
18 that this amount was an estimate, but Mr. Phillips has agreed to the change. All other terms
19 and conditions are the same.

20 **On a MOTION by Gordon Walker and a second by Joe Diaz, the Board unanimously approved**
21 **the renewal subject to the one change as noted above, and authorized the Chairman to sign**
22 **it.**

23
24 C. Lake Wetlands FY 2020 Contract Renewal

25 The wetland services agreement is with the same firm and has the same terms and conditions.
26 The monthly fee is \$13,040.63, and it includes all lake maintenance and management activities,
27 to include the standard allowance for annual littoral plantings. The yearly contract is in the
28 amount of \$156,000.

29 **On a MOTION by Joe Diaz and a second by Gordon Walker, the renewal of the Lake Wetlands**
30 **Contract for FY 2020 was unanimously approved by the Board.**

5 D. Group Health Insurance Renewal

6 This annual renewal program is for the employees, and the backup material showed the
7 recommended change from United Health Care, which had an increase of 12 percent and is
8 difficult to work with on claims.

9 The recommendation is to go back to Florida Blue Cross/Blue Shield, which has a better plan
10 with lower rates. Their rates are increasing 10.5 percent, but both the agent and staff are
11 recommending that the District return to Florida Blue for employee health insurance.

12 Mr. Vanover explained that there were two Florida Blue plans received and two United Health
13 plans as one is an HMO and one is a PPO.

14 **On a MOTION by Don Pomerantz and a second by Joe Diaz, the Board unanimously approved**
15 **returning to the two Florida Blue plans as noted in the backup material. These include Plans**
16 **14104 and 14354 at a premium increase of 10.5 percent.**

17 A separate opt in program was received for dental care, and one now includes an add/alternate
18 for dependent children as it pertains to orthodontics. Mr. Vanover explained these programs
19 for the Board, noting that the orthodontic aspect would be an additional \$25.00 per month. In
20 Mr. Vanover's case, as a participant in this program, he receives a \$1,000 per year, per child
21 benefit.

22 After a brief discussion, Mr. Dorrill noted that they will pay the base plan, and Mr. Vanover will
23 handle the addition of orthodontic care through payroll deduction.

24 **On a MOTION by Joe Diaz and a second by Don Pomerantz, the Board unanimously approved**
25 **the addition of the orthodontic plan as noted above.**

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27 **ATTORNEY'S REPORT**

28 Mr. Pires had nothing to report to the Board.
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5 **ENGINEER’S REPORT**

6 Me. Burford had nothing to report to the Board.
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8 **SUPERVISORS’ REQUESTS**

9 **A. Irrigation Water Rate Increase**

10 Mr. Walsh noted on the information received from the County that back in 2017 the District
11 was paying 56 cents per thousand gallons. Last year it was raised to 58. This year it will be
12 going up to 63, which is an 8 percent increase. Next year it will go up to 69. Over a three year
13 period there will be almost a 20 percent increase in reclaimed water. For the District, that
14 translates this year into an additional \$8,000 in costs, and an additional \$8,000 the following
15 year. Mr. Walsh did note that it was much cheaper than clean water, but he wanted the Board
16 to be aware of the numbers.

17 Mr. Pires advised that Lee County had a number of agreements with different parties for
18 reclaimed water, and they are switching these agreements over to permits, with many different
19 conditions attached.
20

21 **B. Annual Work Plan**

22 Mr. Walsh spoke about the work plan the Board had been following through the past several
23 years, noting that the budget was drawn each year to maintain, enhance and protect the
24 infrastructure, along with some very good long term plans to continue this for Pelican Marsh
25 and Tiburon.

26 Mr. Walsh added that the following month he would be bringing some ideas to the Board for
27 discussion on a work plan of annual activities against those long term plans that would be
28 consistent with the annual budget. This way, Mr. Vanover will have a clearer idea of what needs
29 to be worked on during any given year. For example, he and Mr. Vanover will be going out the
30 following week to look at all the lakes with fresh eyes to determine if the erosion control plan

5 needed revising. Another item will be to complete the work that was started on Bay Laurel
6 Drive.

7 Mr. Walsh added that he will bring four or five work plans consistent with the long term plan,
8 and if the Board is comfortable with them, then every year, in conjunction with the budget,
9 they can make some annual plans related to the infrastructure.

10 Mr. Walsh will be meeting with Mr. Dorrill and Mr. Vanover on this issue, and asked the Board
11 members for any suggestions or input that they may have before the next meeting where they
12 can be discussed.

13 Ed *** from the Ritz Carlton noted that he runs a ten year plan that he modifies each year,
14 adding an additional year to it. It has helped him organize and relook at each year and what
15 will need to be done during that year. Mr. Vanover noted that they have a capital asset plan
16 similar to what this gentleman was discussing, and Mr. Dorrill thanked Mr. *** for his
17 appearance at the meeting today.

18

19 **UPDATES**

20 Mr. Vanover advised the Board that construction on the chain link and aluminum decorative
21 fences at Tiburon were completed, and added that once the lake levels go down they may have
22 to add some additional sections of fencing. He will check at the per foot cost and see if there
23 will be an additional charge on this.

24 Pressure washing on the sidewalks on the main roads started this week, and Tiburon has been
25 completed. They presently are working on the north side of Pelican Marsh Boulevard and Mr.
26 Vanover and Mr. Dorrill are very pleased with the work being done by this vendor on Tiburon
27 and Pelican Marsh Boulevards. Once all the seasonal preparations are done, sometime in
28 January when the mowing is done every other week, staff will be working on the other
29 roadways.

1 The landscaping on Vanderbilt Beach Road at the entrance to Pelican Marsh is progressing, the
2 palm trees were planted the previous week and the main hedge is now being installed.

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7 Mr. Vanover appreciated that it was happening slowly, but this is the busiest time of the year
8 and staff is getting it done as quickly as possible. The Board members noted that they were
9 very pleased with the plantings that have gone in so far.

10

11 **PUBLIC COMMENT**

12 Mr. Scire asked about cleaning the lampposts along Pelican Marsh Boulevard, and Mr. Vanover
13 indicated that typically they do not pressure wash those, but they are sprayed with a mixture of
14 chlorine and water. This work will be done after the rainy season, typically in mid- October.

15 Robert ***Cammerato asked if Matt Hoover would be involved as the operations manager at
16 the upcoming golf tournaments and was advised that he would be.

17

18 **ADJOURNMENT**

19 Mr. Dorrill noted that the next meeting would be held on October 16, and the meeting was
20 adjourned at 9:40 a.m. **on a MOTION by Don Pomerantz and a second by Gordon Walker.**