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5 **APPROVAL OF AGENDA**

6 **On a MOTION by Gordon Walker and a second by Don Pomerantz, the Agenda as submitted**  
7 **was unanimously approved by the Board.**

8

9 **APPROVAL OF OCTOBER 2019 BOARD MEETING MINUTES**

10 On Page 2, Line 30, the last part of that line should read “for a total of \$50,000 for the year”.

11 On Page 5, Line 11, Mr. Burford spoke to the Johnson Engineering Transportation Team as  
12 opposed to the Transportation Department.

13 On Page 6, Line 18, the sentence should read, “Pelican Marsh Boulevard and sidewalks....”.

14 On Page 7, Line 14, the word “include” should be changed to “increase”.

15 Additionally on Line 15, it was Mr. Walsh rather than Mr. Pomerantz who met with Mr.  
16 Calamari.

17 **On a MOTION by Mr. Diaz and a second by Mr. Scire, the Minutes as amended were**  
18 **unanimously approved by the Board.**

19

20 **FINANCIALS**

21 The preliminary, unaudited year end financials were presented to the Board, and Mr. Dorrill  
22 noted that the auditors would be in his office to do their field work in December. Overall the  
23 financial picture was very positive, with \$1,938,000 in cash at year end, with \$1,400,000 sitting  
24 in various reserves, against \$52,000 in payables.

25 Total non ad valorem assessments were fully assigned, at \$3,416,525, a full 96 percent, the  
26 difference being the tax collector’s fee.

27 Interest income was \$52,000 for the year, against the budgeted amount of \$15,000, due to the  
28 Board’s decision to change banks.

29 \$928,000 was received the past year from FEMA, a full reimbursement for Hurricane Irma costs.

30 Mr. Vanover was thanked for his efforts in making this difficult process successful.

5 On the expense side of the income statement, it was noted that last year the property appraiser  
6 did not fully assign the remittance back to the Pelican Marsh District, and the appraiser's  
7 auditor suggested that this be done. A credit of \$52,000 was received against what the  
8 anticipated charges would have been. A credit will also be received this year, and the letter  
9 advising of that is in the Miscellaneous Correspondence portion of the Board's minutes.

10 Because the District had such a favorable year, a project to rebuild the landscaping and lighting  
11 at the Vanderbilt Beach Road entrance was done towards the end of the year.

12 The income statement shows that the District will finish the year \$65,000 under budget.

13 Total excess revenues over expenses for the year, taking into account the FEMA money, ended  
14 up at \$970,800 to the positive.

15 Mr. Walsh added that not only did the Vanderbilt Beach entrance project get done, but the  
16 trees along Bay Laurel Drive were removed and the Vanderbilt wall was repaired. Additionally,  
17 the sidewalks were power washed, and all of these were unbudgeted expenses with the  
18 exception of the last item.

19 **On a MOTION by Tony Scire and a second by Don Pomerantz, the Financials were then**  
20 **unanimously accepted by the Board.**

21 Mr. Walker notice that the bank charges were high, at \$5,000 for the year, and was advised that  
22 this is half of what they previously paid. It also included some fees for the line of credit.

23

24 **MANAGER'S REPORT**

25 Update on Golf Tournament

26 Mr. Dorrill noted that Pelican Marsh looks very good as the Women's Golf Tournament was  
27 scheduled to begin soon, and the weather is anticipated to be perfect. Approximately 8,000  
28 flowers were put in the ground, and the roundabouts at the main entrance have been pressure  
29 washed.

30

1 ***Pelican Marsh CDD – Minutes***

2 ***November 20, 2019***

3 ***Page 4***

4

5 A. 2020 Work Plan/B. Blue Tilapia Update

6 At the Chairman’s direction, a 2020 work plan by fiscal quarter has been prepared in order to  
7 better track important initiatives and progress. For the first quarter, the annual lake bank  
8 erosion reconstruction, which this Board spends about \$150,000 a year addressing, will be  
9 done. The other items include a pilot project with African Blue Tilapia, which will be used to  
10 address the algae problem. There are a few lakes in particular that may benefit from the  
11 program, one at Tiburon and a few others. The District has spent over \$13,000 a month  
12 treating the lakes for algae, and it is hoped that the Tilapia program will be beneficial.

13 Mr. Randall from Watercrest asked how many of these Tilapia are put into a lake, and Mr.  
14 Dorrill indicated that the number of fish put into a lake is determined by the surface area of the  
15 lake. Screens can be used in the lakes to keep these fish in a particular area, and if the pilot  
16 project works well, the Board can discuss using Tilapia in other lakes.

17 Landscaping at the back gate that leads over to the Galleria will be done, and all the precast  
18 street light and street sign poles will be cleaned during that first quarter.

19 Mr. Pomerantz advised that he and Mr. Vanover had been discussing the stop signs, which  
20 always look dirty not matter how often they are cleaned. Mr. Vanover suggested that the  
21 worst ones be moved to remote areas where they are not as visible.

22 Mr. Walsh reminded the Board that what Mr. Vanover did was come up with time tables for  
23 these various projects, which is what was being discussed.

24 **On a MOTION by Tony Scire and a second by Don Pomerantz, the Board then unanimously**  
25 **adopted the strategic work plan for fiscal year 2020.**

26

27 C. Fiscal Year 2020 Lake Bank Erosion Restoration

28 The contract with American Lake Bank Restoration is ready to be signed, and five lakes will be  
29 done this year. The cost is \$157,000 this year, more than past years, but five lakes, 16, 23, 25,  
30 30 and 31 will be done at Bay Laurel Estates, La Chateau, Mont Clair, Terrabella and Ventura.

5 **On a MOTION by Don Pomerantz and a second by Gordon Walker, the Board unanimously**  
6 **approved the 2020 lake bank restoration project and authorize the Chairman to execute the**  
7 **agreement.**

8  
9 D. ADA Website Compliance

10 After having gone through the process of changing the website at another district as a result of  
11 being sued for noncompliance to the requirements of the statute for visually impaired people,  
12 Mr. Dorrill advised that the Pelican Marsh CDD would be wise to update their website to meet  
13 the requirements as more CDDs are being sued on a regular basis.

14 The community website will be re-formatted, and the total number of documents that are  
15 available on the site will be reduced. A disclaimer will advise anyone who wishes a copy of the  
16 minutes from several years ago can contact Dorrill Management.

17 Mr. Pires gave some additional background to the Board on this, noting that it began a number  
18 of years ago when an individual started these lawsuits against multiple entities. Damages were  
19 not requested, but compliance with the ADA requirements was sought by the plaintiff. Another  
20 woman began filing lawsuits, over 200 to date, all of which are in Federal Court in Florida.  
21 Unfortunately some people have been abusing this, and there is no rule indicating how you  
22 come into compliance with the ADA guidelines for cognitive, hearing or visually impaired  
23 people.

24 Mr. Pires' clients have hired consultants to do an annual audit of their websites and advise  
25 them on what needs to be done. Additionally, as a condition of renewing a policy, a number of  
26 insurance carriers are requiring the audits on an annual basis.

27 The Florida Legislature has decided that special districts such as CDDs have to have websites  
28 where certain information must be posted. Reducing the number of documents is helpful to  
29 the District, as it is very expensive to convert these to a program that is available to impaired  
30 people. Mr. Pires went on to say that the County and many CDDs in the area were sued.

5 The proactive approach is a good one, and the Board agreed that they will move forward  
6 with compliance. The consultants will do an initial assessment and advise them as to what  
7 must be on the website, and they can then convert the essential documents into a format that  
8 will work for the visually impaired. Once the initial assessment is done they will provide the  
9 costs to Mr. Dorrill, who will advise the Board.

10 Mr. Gorran from Watercrest asked if those who are not impaired will be deprived of any  
11 documents that may be important to them, and Mr. Dorrill advised that copies of anything they  
12 would want would be available from his office as the records custodian.

13

14 **E. Employee Death – Drew Crichton**

15 Mr. Crichton worked at the US 41 gate and had been with the District for a number of years. He  
16 had advised Mr. Dorrill at some point how much he enjoyed his work at Pelican Marsh, and was  
17 very well liked. Memorial bows were placed at each gate as a way of reassuring his coworkers.  
18 The current group health policy carried for the employees has a modest life insurance benefit  
19 as well.

20

21 **F. President’s Council Meeting**

22 The first meeting of the year will be held the following Monday and Mr. Pomerantz was  
23 planning on attending, and Mr. Walsh suggested that he should go as a representative of  
24 Tiburon rather than a representative of the CDD.

25

26 **ATTORNEY’S REPORT**

27 **A. Certificate of Completion – Tiburon Fence**

28 This certificate was sent to the attorney for Marriott, who was very appreciative, and it showed  
29 that the work was completed as per the agreement that was in place.

30

4  
5 B. Temporary Use Permits

6 These permits and approvals that were necessary for the LPGA from the County are all in place,  
7 and were part of their agreement with Pelican Marsh for the temporary use of the District  
8 facilities.

9  
10 C. Trip and Fall

11 An email was provided by Mr. Vanover regarding the trip and fall on a District sidewalk alleged  
12 by a gentleman who sued the District. The carrier handled the issue, and the \$15,000 was paid  
13 as part of that settlement. Mr. Vanover was thanked for his proactive work in marking the  
14 places where future work will be done in order to avoid an accident.

15  
16 D. State Wide Mutual Aid Agreement

17 Mr. Pires asked that this item be placed on next month's agenda for discussion. It is a voluntary  
18 opportunity to be party to a state wide mutual aid agreement in the event of a disaster where  
19 assistance can be requested. This information was sent from the head of Emergency  
20 Management for the County, and both Mr. Dorrill and Mr. Vanover felt that the concept was a  
21 very good one, but they felt adequate safety provisions would have to be in place before any of  
22 their crews were sent anywhere else. This will be addressed at the next meeting.

23  
24 **ENGINEER'S REPORT**

25 A. Work Plan for 2020

26 Mr. Burford noted that the roads have not been paved since 2009, and the work plan list  
27 involves evaluating future paving, adding that certain roads do need to be paved. He will come  
28 back to the Board with his assessment and the timing for paving, and what his  
29 recommendations are. Mr. Burford will work with Mr. Vanover, and expects to have the  
30 information by the next meeting.

5 Additionally, on the pedestrian bridge, Mr. Burford spoke to Mr. Dorrill about having an expert  
6 come out and assess the bridge around the first of December. If there are some structural  
7 issues as far as the pilings, they will probably have to consult with a structural engineer as well.  
8 Mr. Walsh then summarized that the two issues involving engineering were the road paving  
9 and the pedestrian bridge over the canal. The bridge could cost quite a bit of money, and he  
10 agreed that they needed to get an understanding of when they will need to replace it.

11

## 12 **SUPERVISORS' REQUESTS**

### 13 **A. Year End Supplemental Bonus**

14 Every year the three senior management staff are given a budgeted bonus of either \$2,500 or  
15 \$1,500. **On a MOTION from Don Pomerantz and a second from Tony Scire, the Board**  
16 **unanimously approved the bonus in those amounts to the three senior management staff**  
17 **members for this year.**

18 Mr. Walsh then noted that while he has only been the chairman for three meetings, he wanted  
19 to indicate how impressed he is with Mr. Dorrill, Mr. Vanover and Mr. Calamari, and thanked  
20 them for their helpfulness and expertise.

21

## 22 **PUBLIC COMMENT**

23 Jim \*\*\* thanked the Board and Staff for the excellent job they have done this year, and added  
24 that the Christmas decorations are outstanding.

25

## 26 **ADJOURNMENT**

27 After confirming the Board members' travel schedules, Mr. Dorrill noted that the next meeting  
28 would be held on December 18th, and the meeting was adjourned at 9:46 a.m. **on a MOTION**  
29 **by Don Pomerantz and a second by Gordon Walker.**