

1 **PELICAN MARSH COMMUNITY DEVELOPMENT DISTRICT**
2 **NAPLES, FLORIDA**

3 **Regular Meeting and Public Hearing of the Board of Supervisors**
4 **September 12, 2022**

5 The regular meeting and public hearing of the Pelican Marsh Community Development
6 District Board of Supervisors was held on Monday, September 12, 2022, at 9:00 a.m. at
7 the Pelican Marsh Community Center, Naples, Florida.

8 **SUPERVISORS PRESENT**

9 Edward Walsh, Chairman

10 Tony Scire, Treasurer

11 John Minty, Supervisor

12 Tim Jackoboice, Supervisor

13 **ALSO PRESENT**

14 Neil Dorrill, Manager, Dorrill Management Group

15 Christopher Dorrill, Field Manager

16 John Vanover, Operations Manager

17 Tony Pires, District Counsel

18 Joe DeBono, Johnson Engineering

19 James Calamari, Access Control

20 **ROLL CALL**

21 Mr. Walsh opened the meeting at 9:00 a.m. All four supervisors were present, and it
22 was noted for the record that Mr. Diaz had resigned the previous month as he has
23 moved away from the area.

24 **CONTINUATION OF BUDGET ADOPTION PUBLIC HEARING**

25 Mr. Dorrill noted that this hearing for the adoption of the budget was continued from the
26 last meeting. As previously discussed, the final budget for Pelican Marsh for the coming
27 year is \$5,344,263. That amount includes a transfer from the capital account of
28 \$1,000,000 to enable them to cover the capital improvement for the coming year, the
29 replacement of the three guard gate facilities. The total budget did result in an increase
30 in the non-ad valorem assessment to cover a special market rate adjustment for the

1 employees, as well as a small increase in the capital assessment to continue to fund the
2 five-year improvement plan.

3 Mr. Dorrill advised that the floor will be open to any comments from the public, after
4 which the two resolutions will be presented for adoption. The first being to adopt the
5 final general and debt service budget at both the Galleria and Tiburon for fiscal year
6 2023. The second levies the operation, maintenance, and debt service assessments.
7 Mr. Pires explained that there will be two separate public hearings, one on the budget
8 and one on the assessment levy.

9 Mr. Walsh noted that they had not had an increase in the operation budget for a very
10 long time. But, with the increasing costs at every level, it has become necessary. \$70 of
11 the \$120 per household increase is for the operating budget. The additional \$50 is for
12 the capital reserve account, to cover additional projects. This will bring the capital
13 reserve budget to \$500,000 per year.

14 The hearing was opened, and the public was asked if there were any comments to be
15 made on the budget or the proposed assessments. With no comments received, the
16 public hearing was closed **on a MOTION by Mr. Scire, a second by Mr. Jackoboice,**
17 **and the unanimous approval of the Board.**

18 Mr. Dorrill then read Resolution 2022-3, levying a debt service maintenance and
19 operational assessment for the Pelican Marsh Community Development District for
20 fiscal year 2023. The amounts were \$4,272,450 for the operating and maintenance
21 assessment, and \$503,628 for the debt service amount.

22 **On a MOTION by Mr. Minty and a second by Mr. Scire, the Board unanimously**
23 **approved and authorized the Chairman to execute Resolution 2022-3.**

24 Mr. Dorrill then read Resolution 2022-2, adopting the final debt service budgets for the
25 Pelican Marsh Community Development District for fiscal year 2023.

26 **On a MOTION by Mr. Jackoboice and a second by Mr. Scire, the Board**
27 **unanimously approved Resolution 2022-2, adopting the final debt service budget**
28 **for fiscal year 2023.**

29 **PUBLIC COMMENT**

30 No public comment was received at this time.

1 **APPROVAL OF AUGUST 2022 MINUTES**

2 **On a MOTION by Mr. Scire and a second by Mr. Minty, the minutes were**
3 **unanimously approved as submitted.**

4 **JULY FINANCIALS**

5 The financials through the end of July showed \$2,400,000 in cash split between the
6 general fund at \$1,700,000 and the capital reserve fund at \$710,000, which M. Dorrill
7 noted was a very favorable cash position for the District as they begin the fourth quarter
8 of the fiscal year. There were \$46,000 in payables.

9 The income statement showed that the Mercato shared cost agreement had been
10 received, and Mr. Dorrill advised that the Mercato contributes \$18,500 a year towards
11 the prorated benefits they receive from the water management system that the District
12 owns and operates. Interest earnings for the month were almost \$3,500, and the
13 District will finish the year almost double what was originally anticipated in interest
14 income. Overall, year-to-date revenues was 96.5 percent of budget at \$3,830,000.

15 On the expense side, there was nothing unusual that Mr. Dorrill felt needed to be
16 pointed out, with year-to-date expenses of \$2,784,000 against a budget of \$2,844,000,
17 still about \$60,500 under budget. Mr. Dorrill felt that notwithstanding the increases in
18 costs across the board, they expect to finish the year under budget.

19 Mr. Walsh commented on the irrigation increases, which the Board has discussed
20 several times, and noted that as of July they were \$20,000 over budget for irrigation
21 water. Mr. Vanover just met with the County representative who advised that on
22 October 1st, they are planning to increase the rate by 8 to 9 percent, and then on
23 October 1st of 2023 it will be closer to a 9 percent increase. The rain has been sporadic,
24 and water use has been high for the past few months.

25 **On a MOTION by Mr. Scire and a second by Mr. Jackoboice, the financials were**
26 **unanimously accepted by the Board.**

27 **MANAGER'S REPORT**

28 **A. FY 2023 Budget COLA**

29 Mr. Dorrill briefly went over the Board's efforts to stay current with respect to market
30 rates. Last July an adjustment of 5 percent was given on top of the cost-of-living
31 increase that was given three months earlier than budgeted. A discussion on this issue
32 was held at the agenda meeting the previous week among the Mr. Walsh, Mr. Vanover

1 and Mr. Dorrill, and they are recommending an additional increase of \$1.00 per hour, to
2 be effective on October 1st. This will improve the District's position with the non-
3 managerial work force, with an effective rate of increase at 2 to 3 percent. This will
4 apply to both the access control and groundskeeper employees. It is not anticipated
5 that this will require a budget amendment in the coming year with the adjustment for
6 lapsed salaries as some of the work force return to their countries during the winter
7 season.

8 Mr. Walsh added that due to vacancies, they are about \$100,000 under budget in both
9 access control and landscaping. He explained that with the raises and adjustments, the
10 lowest paid employee in landscaping will be making \$17 an hour. Under access control,
11 the lowest paid employee will be making \$16.50 an hour. These numbers show big
12 differences from where the salaries stood a year ago. It is anticipated that with this
13 adjustment, if there is a full staff count, the landscaping line item will be over budget by
14 \$25,000 at year's end. Access control will be over budget by that amount as well.

15 Mr. Vanover asked if anything could be done for the lower-level managers, and Mr.
16 Scire added that all levels of management are going to have some challenges in the
17 coming year managing operations, especially with one gate being closed. He
18 suggested that management at all levels be given the same increase that they are
19 giving to the non-managerial work force.

20 Mr. Dorrill, when asked to comment on this, noted that while he has certain
21 administrative authority, it has been the Board's practice in the last four to five years to
22 treat the managerial staff with performance bonuses. It is anticipated that sometime this
23 fall the achievements of the managerial staff will be recognized with bonuses. Mr.
24 Walsh noted that this would be his preference, as he would rather give bonuses for
25 performance.

26 Mr. Vanover again noted that if the \$1.00 increase could be added to management that
27 would be helpful. Mr. Scire and Mr. Walsh agreed. Mr. Walsh added, however, that the
28 managerial staff are very well paid in Pelican Marsh, which is rated as a Tier 1
29 community. Mr. Scire agreed but noted that as the managerial staff will be doing much
30 more in the coming year, that should be given consideration.

31 After further discussion concerning the issues of salary and/or wage increases and
32 other compensations, Mr. Dorrill advised that in 60 days he will again address the Board
33 on these issues. Mr. Walsh noted that his concerns revolved around performance, and
34 he depends on Mr. Dorrill to advise him if he felt the employees were

1 undercompensated. He added that he felt the managerial staff does a great job, and
2 the coming year will be a test as to how the gatehouse closings are handled, along with
3 other issues that will probably arise.

4 **Mr. Walsh then made a MOTION that a \$1.00 an hour increase to the three**
5 **individuals in the management crew be given. Mr. Scire seconded the motion,**
6 **which was unanimously approved.**

7 **B. Guard Gate Update**

8 The final negotiation sessions were held with the guard gate contractor the previous
9 week, but the final report had not yet been received. Mr. Dorrill asked the Board to set
10 the final guaranteed maximum price on this design/build project. There were some
11 unknowns at the beginning when Houchin Construction was selected almost a year ago.
12 At that time, they agreed on a national building index that measures the cost of
13 commodities and building supplies. It has gone up by 20 percent in the past year, and
14 Houchin is entitled to the difference between the beginning and the ending rates, as
15 they had no idea what the costs would be in a year's time.

16 The District was required to submit site development plans to the County a year in
17 advance, and because of FEMA flood elevation controls, the US 41 guard gate will have
18 to be at a higher finished elevation than it has been historically. That will have costs
19 attached, as well as some site work costs to widen the inbound lane to accept fire and
20 garbage trucks. There have also been a series of owner approved changes, such as
21 hiring an outside engineering firm to do building inspections to save time with
22 scheduling the County to come out and do these inspections. There have been other
23 changes made, such as with some architectural features.

24 Mr. Dorrill does expect them to be on schedule for the start date, which will be the
25 second week before Thanksgiving of this year. The large signs advising residents of
26 the gate closing on Vanderbilt will be erected with plenty of time for people to plan for it.

27 **C. Entry Hardscape Update**

28 Christopher advised that the focus group meeting for the entry hardscape is scheduled
29 for the following day. A couple of qualified residents will attend this meeting with Mr.
30 Minty and representatives of Outdoor Productions, along with Mr. Vanover. They'll be
31 looking at the drawings provided to them by the company, and possibly making
32 suggestions for changes.

1 Mr. Walsh suggested that if changes are made, it would be appropriate to have a
2 proposal from Outdoor Productions for October's Board meeting, possibly with some
3 pricing. Hopefully they will be able to approve a proposal by November or December.
4 Mr. Pires did check the PUD document related to signage as well as the history of some
5 of the amendments to the Pelican Marsh PUD. In 1999 there were a number of
6 changes to the PUD, and the change related to signage is broad, expansive, and allows
7 for 64 feet per side of the sign. Mr. Pires advised that he would be at the meeting with
8 Outdoor Productions the following day and available to answer any questions. Mr.
9 Minty added that what Outdoor Productions has done so far is within those guidelines
10 and the County's signage guidelines.

11 Mr. Dorrill noted at this time that the District's current line of credit expires in November
12 with First Florida Integrity Bank, which was recently sold to Republic. He is in the
13 process of renewing that line and will bring an update to the Board at October's
14 meeting. Mr. Dorrill will also look for alternatives from other banks for a line of credit
15 from three to five years. Mr. Pires suggested that they look at Synovus Bank, as they
16 are very familiar with CDDs and some of his other clients use them. Jim Mitchell, who is
17 with Synovus, is acquainted with Mr. Pires and Mr. Dorrill, and they both spoke highly of
18 his experience. Mr. Dorrill will look into that as well as checking on an increase of the
19 credit line.

20 Mr. Walsh explained to those present how important it is to have a line of credit, as
21 although there are funds for this work in the capital reserve, sometimes the timing of
22 payments may require extra funds. The contingency fund is always available, but they
23 would prefer not to use that, and would rather have a line of credit if extra funds were
24 required.

25 **D. FY 2023 Lake and Preserve Maintenance Agreement**

26 This is the company, previously known as Aquatic Systems, now known as Solitude,
27 that has been doing lake maintenance for the District. Staff is recommending approval
28 for the 2023 agreement.

29 Mr. Vanover advised that there is an increase in costs for the preserves, and biannually
30 they come in with a big crew and work for about two weeks, cleaning the 350 acres of
31 preserve land. They remove exotics and vines, after which the area is inspected to
32 ensure compliance. They are asking for a 4 percent increase this year and for the next
33 two years, but the District has been at \$30,000 for the past 10 to 15 years, and Mr.

1 Vanover felt that if they bid the work out, the numbers would probably come in much
2 higher.

3 On a MOTION by Mr. Minty and a second by Mr. Jackoboice, the Preserve
4 Maintenance Agreement with Solitude for FY 2023 was unanimously approved by the
5 Board.

6 **ATTORNEY'S REPORT**

7 Mr. Pires had nothing further to bring before the Board.

8 **ENGINEER'S REPORT**

9 Mr. DeBono had nothing to report at this time.

10 **SUPERVISORS' REQUESTS**

11 **A. Supervisor Vacancy**

12 Mr. Walsh recommended Dean Sieperda, a retired businessman who lives in Tiburon,
13 to take Mr. Diaz' place on the Board. He attends all the CDD meetings and is very
14 interested and active in what goes on in Pelican Marsh.

15 Mr. Walsh then moved to appoint Mr. Sieperda to fill the vacancy left by Mr. Diaz. Mr.
16 Scire seconded, and the Board unanimously approved the **MOTION**.

17 **B. Tiburon Fountain**

18 Mr. Vanover took this opportunity to advise the Board that Mr. Walsh took the initiative
19 to write a letter to the Chairman of FPL. The following week they received a call, and the
20 transformer was installed. The permit has been applied for and the fountain is being
21 built. The goal is to get it up and running before the golf tournament in November.

22 **C. Landscaping at Tiburon Entrances**

23 Mrs. Goetz is being contacted and asked to prepare some landscaping plans for the
24 entrances to Tiburon at both Vanderbilt Beach and Airport Pulling roads. The work will
25 be done sometime in February or March.

26 **PUBLIC COMMENT**

27 No public comment was received at this time.

1 **ADJOURNMENT**

- 2 The next meeting will be held on October 19th at 9 a.m. **On a MOTION by Mr. Scire and**
3 **a second by Mr. Minty, the meeting was adjourned at 9:43 a.m.**