

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

3 Regular Meeting of the Board of Supervisors
4 December 21, 2022

5 The regular meeting of the Pelican Marsh Community Development District Board of
6 Supervisors was held on Wednesday, December 21, 2022, at 9:00 a.m. at the Pelican
7 Marsh Community Center, Naples, Florida.

8 **SUPERVISORS PRESENT**

9 Edward Walsh, Chairman

10 Tim Jackoboice, Vice Chairman

11 John Minty, Treasurer

12 Dean Sieperda, Supervisor

13 Robert Giannetti, Supervisor (via speakerphone)

14 **ALSO PRESENT**

15 Neil Dorrill, Manager, Dorrill Management Group

16 Christopher Dorrill, Field Manager

17 John Vanover, Operations Manager

18 Tony Pires, District Counsel

19 James Calamari, Access Control

20 **PUBLIC COMMENT**

21 No public comment was received at this time.

22 **ROLL CALL/APPROVAL OF AGENDA**

23 Four of the supervisors were physically present. Mr. Giannetti attend via speakerphone.

24 **On a MOTION by Mr. Sieperda and a second by Mr. Minty, Mr. Giannetti's**
25 **attendance via speakerphone was approved.**

26 Mr. Dorrill added item 5F to the agenda regarding the Senior PGA license agreement.

27 **On a MOTION by Mr. Jackoboice and a second by Mr. Sieperda, the agenda was**
28 **approved as amended.**

1 **APPROVAL OF MINUTES**

2 On page 2 line 19 instead of Tiburon it should say Mercato.

3 **With this change made, the minutes were approved on a MOTION by Mr. Minty**
4 **and a second by Mr. Jackoboice.**

5 **OCTOBER FINANCIALS**

6 The District ended the month with \$1.615 million in cash. No money for the new fiscal
7 year is received until the end of November. There was \$139,000 of what Mr. Dorrill
8 referred to as “free cash” against \$160,000 in payables. Most of these charges were for
9 group health and insurance premiums that are made during the first month of the new
10 fiscal year. The income statement reflected almost \$28,000 received in non-ad valorem
11 assessments. This comes from the homes who pay their property taxes through their
12 mortgage. Unused fees from the Tax Collector are pro-rated and remitted back to the
13 entity that was charged. This resulted in the District receiving \$32,600. Almost \$13,000
14 more than was forecast.

15 The property appraiser’s fee is prepaid in advance. The budgeted amount for this fee is
16 \$60,000 and the District was only charged \$10,000. Mr. Dorrill is making sure the fee is
17 not being charged quarterly to figure out if the \$10,000 was the full year amount. On the
18 expense side the District is \$40,000 under budget but that will catch up throughout the
19 year. **On a MOTION by Mr. Jackoboice and a second by Mr. Sieperda, the October**
20 **financials were accepted.**

21 **MANAGER’S REPORT**

22 **A. Tiburon Entry Landscape**

23 This is the final phase in the efforts to review entrance streetscape and medians in both
24 Pelican Marsh and Tiburon. This is the same scope of services as the work that has
25 been going on at Pelican Marsh. The landscape architect firm used by the District,
26 Goetz and Stropes is to develop design schemes for the Tiburon entry updates. The
27 areas that were assessed for this landscaping are from the road at the Vanderbilt Beach
28 entry to the roundabout by the golf course entry, the Airport Road entry to the first
29 roundabout, and the monument sign at Vanderbilt and Airport. A recommendation to
30 replace the Ficus hedges adjacent to the Norman Estates is also included. The proposal
31 presented is to develop design schemes for \$8,900 which was budgeted for. The
32 physical implementation of the new landscaping will hopefully be done by CDD
33 employees, if possible, which will help keep costs down. **On a MOTION by Mr.**

1 **Sieperda and a second by Mr. Minty, the landscape architect proposal to put the**
2 **schematic plans together was approved.**

3 **B. Tiburon Entry Hardscape**

4 This is to do work similar to what was done at Pelican Marsh for the signage and wing
5 walls. The firm is Outside Productions. The intent at Tiburon is to do both entry feature
6 wing walls and signs at the median. The Ritz Carlton has their logo on the sign. The
7 new general manager at the Ritz Carlton is on board with the District's plans. This
8 project will also include a focus group and input from the hotel. The work will not be
9 done this year but plans would be made and voted upon to commence during the next
10 fiscal year. The design fee is \$10,000 and if it moves forward, it is an additional \$2,000.
11 As a resident of Tiburon, Mr. Sieperda was appointed to be the liaison on this project
12 and will collaborate with Mr. Dorrill and Christopher on the focus group in the future. **Mr.**
13 **Walsh was approved to execute the contract to move forward with getting design**
14 **proposals from Outside Productions on a MOTION by Mr. Minty and a second by**
15 **Mr. Jackoboice.**

16 **C. Pelican Marsh Hardscape**

17 Two vendors that were contacted for bids were not able to put one in due to the
18 increase of work that was a result of Hurricane Ian. Lykins Signtek agreed to do the
19 letters on the signage. Mr. Dorrill is awaiting a third bid that he would like to compare
20 with an estimate from Outside Productions on what they think the work should cost in
21 the current environment. Depending on the third bid received, Mr. Dorrill proposed
22 negotiating a change order that Houchin Construction, the company performing the
23 guard gate replacement work, could perform the hardscape work under. Houchin could
24 perform the architectural work on the sign and Lykins could do the lettering work.

25 Mr. Walsh inquired about the gates themselves. They have not been bid yet, but they
26 will be to see if there is interest in performing the work. Structurally there is nothing
27 wrong with the current gates so if they do not opt to buy and install new ones, it was
28 suggested to get fresh powder coating on them in a bronze color to match the shutters
29 that will be put on the updated guard houses. Mr. Vanover also said the current gates
30 could be retrofitted to complement the style of guard gate updates. If it was decided to
31 powder coat the gates they would be sandblasted prior to painting.

1 **D. Final Schedule/N.O.C Guard Gate**

2 The schedule from Houchin Construction was presented for the work at the
3 guardhouses. The work will commence on March 27th. The Vanderbilt Beach Rd gate
4 will be the first gate undergoing work as it is the least busy at the end of season. The
5 first effort is to pull and palletize all the brick pavers as they will be put back down after
6 the gate rebuild. This entrance is projected to be completed on June 26th. Two weeks
7 after that on July 10th the Airport Pulling Rd gate will undergo the same process. The
8 final project will start just before Thanksgiving at the U.S. 41 Gate. The work being done
9 here is a bit more complex as it is currently located in the new FEMA flood zone. The
10 elevation of this site will be raised in order to get it out of the floodplain. Prices for all this
11 work have been predetermined with the executed GMP contract. The notice of
12 commencement (NOC) executed today is only for the first guard gate. Mr. Pires noted
13 that the bond listed on the NOC is the bond amount for all three gates even though this
14 contract is just for the first. He also requested his name and address be added to line 7
15 on the NOC which is the persons to be served with notices or other documentation. **On**
16 **a MOTION by Mr. Jackoboice and a second by Mr. Minty, the Chairman was**
17 **authorized to sign the NOC for the first guard gate.**

18 **E. FEMA Eligibility**

19 Mr. Dorrill had a teleconference with FEMA since the last meeting. They have pre-
20 qualified the District for a claim for costs associated with Hurricane Ian. This can even
21 include Mr. Dorrill's time and management fees accrued during that time. The final
22 targeted amount is projected to between \$75,000-\$100,000. Mr. Vanover also
23 participated in the teleconference. The District has a designated FEMA representative.
24 After Hurricane Irma the District received \$1.5 million which shows the difference of
25 impact the two storms had on the District.

26 **F. License Agreement**

27 The Naples Winter Wine Festival luncheon and auction will return to the Ritz Carlton.
28 They are requesting the parking only area on February 4th for volunteers or staff. Last
29 year they raised \$22 million. Mr. Dorrill would like to accommodate this request and will
30 advise the Senior PGA tournament management company about the need to use this
31 area for festival parking on that one day during the tournament. **On a MOTION by Mr.**
32 **Sieperda and a second by Mr. Minty, Mr. Walsh was approved to execute the**
33 **Senior PGA license agreement with the modification to accommodate the request**
34 **for parking from the Winter Wine Festival.** Mr. Pires clarified that this motion also

1 includes approval for Mr. Walsh to executed the contract for the Winter Wine Festival.
2 Mr. Calamari is still awaiting receipt of this contract.

3 **ATTORNEY'S REPORT**

4 Mr. Pires had nothing to report at this time.

5 **ENGINEERS REPORT**

6 Mr. Burford was not in attendance.

7 **SUPERVISORS' REQUESTS**

8 None

9 **PUBLIC COMMENT**

10 Dorothy Schwebel from Marsh Lakes requested to see the entry sign and guard gate
11 mock-ups for Pelican Marsh. Mr. Dorrill said she could contact Christopher after the
12 meeting to get those images or they can bring them to the next CDD meeting. She also
13 inquired about updating the streetlights in Pelican Marsh. Mr. Vanover stated that the
14 poles themselves cost over \$1,500 each. Mr. Walsh shared the work plan that was
15 executed at a prior meeting and said that looking at painting the light poles could be
16 added to the plan after the other agreed upon work is completed. Mr. Dorrill added that
17 they do have the goal to "de-tuscanize" Pelican Marsh. She also inquired about the
18 number of women in the focus group for the guard gate updates. There were 7 women
19 and 3 men in the group.

20 Natalia Min from Spanish Moss Trail voiced concerns about the appearance of the area
21 between 41 and her house in contrast to the rest of Pelican Marsh. Mr. Dorrill was
22 familiar with the area she was talking about. Work had previously been done there to
23 replace the concrete panel fence and the landscaping. Mr. Vanover offered to look at
24 the landscaping in the area and see what they could do.

25 **ADJOURNMENT**

26 The next meeting will be January 18, 2023, at 9:00 a.m. **On a MOTION by Mr.**
27 **Jackoboice and a second by Mr. Minty, the meeting was adjourned at 9:42 a.m.**