

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

3 Regular Meeting of the Board of Supervisors

4 May 15, 2024

5 The regular meeting of the Pelican Marsh Community Development District Board of
6 Supervisors was held on Wednesday, May 15, 2024, at 9:00 a.m. at the Pelican Marsh
7 Community Center, Naples, Florida.

8 **SUPERVISORS PRESENT**

9 Robert Giannetti, Chairman

10 Timothy Jackoboice, Vice Chairman

11 Dean Sieperda, Supervisor

12 **ALSO PRESENT**

13 Neil Dorrill, Manager, Dorrill Management Group

14 Christopher Dorrill, Field Manager

15 John Vanover, Operations Manager

16 John Hammel, Access Control Manager

17 Tony Pires, District Counsel

18 Jared Brown, District Engineer

19 **ROLL CALL/APPROVAL OF AGENDA**

20 Three supervisors were present at the meeting, establishing a quorum. The meeting
21 was convened at 9:00 a.m. The meeting was also properly noticed. The notice and
22 affidavit are on file with the District Office at 5672 Strand Court, Naples, FL 34110.

23 Mr. Dorrill presented Supervisor Minty's resignation as of May 13, 2024, he is moving
24 out of Pelican Marsh.

25 **The agenda was approved as presented on a MOTION by Mr. Jackoboice with a**
26 **second by Mr. Sieperda, with all in favor.**

1 **A. Supervisor Vacancy**

2 There was one resume submitted in accordance with the deadline for the vacancy
3 related to Mr. Walsh's resignation. It was from Dr. Michael Everett who lives in Escada
4 at Tiburon. The Board agreed to reach out and invite Dr. Everett to a future meeting to
5 be interviewed and to readvertise the vacancy from Mr. Minty.

6 **PUBLIC COMMENT**

7 No public comment was received at this time.

8 **APPROVAL OF MINUTES APRIL 2024**

9 Page 4 line 20 gate house instead of guardhouse

10 Page 5 line 1 edit spelling of Portofino

11 Page 5 line 4 and 11 Salenko

12 Page 5 line 32 add an l to Ellin Goetz

13 Page 6 line 10 change he to the District

14 Page 6 line 16 compiled

15 Page 6 line 28 gate house instead of guardhouse

16 **The minutes were approved amended on a MOTION by Mr. Jackoboice and a**
17 **second by Mr. Sieperda, with all in favor.**

18 **FINANCIALS**

19 The financials as of March 31, 2024, or mid-year. There was \$3,031,000 in cash on
20 hand. \$2.23 million was in the operating account and \$790,000 in capital and reserves.
21 \$8,900 was due from the debt service fund. There was \$138,000 in payables. Year-to-
22 date assessment revenues were right at 93%, which is where Mr. Dorrill would like to
23 see them. Interest income was \$13,500 in March, bringing the year-to-date value
24 \$25,000 over budget on those revenues. The expense side of the insurance premiums
25 are paid in advance and will catch up as the year progresses. The District is currently
26 fully staffed for the first time in years, especially on the landscape side.

1 There have been insurance increases on both property lines, premiums are about 40%
2 more than what they were two years ago. There were also some increases in year-to-
3 date electrical consumption. FPL was given a temporary surcharge to recover from the
4 hurricanes, FPL bills should be reduced moving forward. Overall year-to-date over
5 budget by \$190,000 because of the prepaid items. Under budget on capital cost center
6 because of timing being slowed by design alternatives being pursued for the gate house
7 work.

8 **The financials were accepted as presented on a MOTION by Mr. Sieperda with a**
9 **second by Mr. Jackoboice, with all in favor.**

10 **MANAGER'S REPORT**

11 **A. FY 2025 Tentative Budget**

12 Mr. Dorrill presented the tentative budget which includes a 5.5% increase in the non-ad-
13 valorem assessment against a 3.6% cost-of-living adjustment. This will be the first full
14 year of pay increases. The budget reflects full staffing for the entire year with the cost-
15 of-living increase in wages. \$130,000 in interest is budgeted. Tax collector fees have
16 increased a little bit, Mr. Dorrill also budgets for tax discounts received for early
17 payment. The total budget is \$4,785,000 compared to this year's which was \$4,999,000.
18 The difference is in the capital budget. Work at the Airport gate will be suspended until
19 after next season. The non-ad-valorem assessment will increase \$84-\$85 per ERU as
20 presented. The \$14,000 annual increase premium is up to \$21,000, a 40% increase this
21 year. Mr. Dorrill put a 3.5% increase in the budget to compensate for another possible
22 increase.

23 Mr. Giannetti asked about the truck bridge. Mr. Dorrill clarified that this is the timber
24 bridge that parallels the boulevard as it crosses through the cypress preserve. Mr.
25 Vanover said in his opinion once work is done at the gate houses, replacement of the
26 bridge needs to be considered.

27 After discussion the Board decided to bump up the capital reserve contribution from
28 \$325,000 to \$500,000. This along with other items changed the overall budget increase
29 to about 7%, around \$100 per ERU. This increased the total budget to \$4,910,100. The
30 assessment rate increased to \$4,697,000.

31 Tim Guarder, Watercrest - Asked if resurfacing of roads is included in the budget. Said
32 there is an area from Airport Gate West, past Watercrest to Golf Course Drive that
33 needs to be done. Mr. Dorrill said that the priority next year is Galleria out the back gate.

1 Mr. Guarder asked when that area will be considered. Mr. Dorrill said in October 2025
2 when the work for 2026 is surveyed. There is \$140,000 in the budget for next year
3 which is based off amount of linear feet of Galleria.

4 Dino Lauricella, Arielle – Suggested considering the ongoing construction's impact on
5 road wear when scheduling future road resurfacing.

6 Marc Gerber, Spanish Moss – Asked how much already exists in the capital reserve
7 fund and if a study has been done on what is projected for it over a 10-year period. Mr.
8 Dorrill clarified that the capital reserve was only established 3 years ago. The capital
9 schedule looks out 5 years and includes vehicles and equipment. It is self-funded
10 through an annual contribution. Mr. Dorrill said that conducting a study is a good idea.

11 Unidentified Resident – Said there is a community security concern regarding mailbox
12 theft. Asked if there is additional budget for enhancing security measures. The
13 Chairman and Mr. Hammel discussed with the North Collier Sub-District Commander
14 about exploring next-generation license plate readers. These readers would integrate
15 into the Sheriff's Department's 911 dispatch center. This system would detect vehicles
16 with wanted felons or stolen property upon entry. Mr. Hammel shared that the Sheriff's
17 Officed shared that stolen checks were washed by USPS employees, not a product of a
18 specific mailbox targeted within the community. Mr. Giannetti commented that they are
19 working on updating cameras to a higher resolution and adding measures like license
20 plate readers and license scanners. Mr. Giannetti said to make sure residents call in
21 their contractors and guests to help assist with who is gaining entry to the community.

22 David Cay, Arbors – Asked about the public road classification of District roads. Mr.
23 Dorrill clarified the District has the right to control access and collect information. Those
24 who enter the community on the basis of it being public are only to stay on the District's
25 roads and are not licensed to enter other roads. Mr. Cay asked about the possibility of
26 keeping the outside lane open at U.S. 41 when the inside lane was undergoing
27 construction and then vice versa to minimize the inconvenience of completely closing
28 the gate. Mr. Dorrill responded that the entire elevation of U.S. 41 is being raised
29 because of FEMA flood insurance, it is coming up two feet. Mr. Dorrill said it's a little
30 more complex because the entire site is being raised and they are not keeping existing
31 lanes.

32 **Mr. Giannetti made a MOTION to amend the budget in accordance with amounts**
33 **suggested by Mr. Sieperda, an additional \$175,000 to capital reserves, establish**
34 **the budget adoption public hearing date for July 17, and authorize the Chairman**

1 **to sign resolution 2024-1 with the assessment amount of \$4,697,600. Mr.**
2 **Jackoboice seconded the motion with all in favor.**

3 **B. Guard Gate Update**

4 **I. Redesign U.S. 41**

5 Mr. Dorrill asked the builder to submit a proposal to redesign and prepare new
6 construction documents associated with a new gate house concept. The total for
7 redesign and permit cost is \$26,046.20 which includes a builders \$3,136 fee. Mr. Dorrill
8 asked for a range of probable costs to increase the structure based off of the approved
9 concept drawings and he was told it would be an additional \$435,000-\$525,00. This is
10 twice what was in the original program for the entire U.S. 41 project. Mr. Dorrill likes
11 Houchin Construction but suggested going back to test the marketplace and consider
12 re-bidding U.S. 41. Mr. Giannetti agreed and suggested terminating the contract and
13 taking it to bid. The original hard cost was \$444,000 and \$50,000 has been paid for that
14 project. Most of that is deposits for commercial glass and doors and an air handler and
15 compressor. Mr. Dorrill mentioned that if the Board is contemplating terminating the
16 contract for convenience and rebidding, they will need to check where deposits have
17 been paid and settle the remaining balance in order to gain possession of equipment
18 such as the AC unit.

19 Mr. Pires shared some of the specifications regarding the termination clause/factors in
20 the contract. He will work with the engineer and Mr. Dorrill to come up with a memo to
21 the Board about what the termination cost will be. He thinks that the Board should have
22 that analysis before making a final decision.

23 **Mr. Jackoboice MOTIONED, seconded by Mr. Sieperda to negotiate either mutual**
24 **termination or termination for convenience, with all in favor.**

25 The Airport Rd gate is anticipated to be finished the second week of June; just waiting
26 on FPL. They have committed to coming out and have given a date.

27 **II. U.S. 41 Further Architectural Revisions**

28 Mr. Giannetti sat down with Dave Adams for many hours and designed the gate houses
29 to have stone trim on both sides, the front cupola to have tile around the top, and to
30 remove the awning. The clapboard siding will be removed which will help the three
31 gates resemble each other. The focus is on getting the gates open and doing
32 ornamental details afterwards.

1 **C. Hardscape Update**

2 This item was on the agenda but not discussed.

3 **D. Spanish Moss Trail Median Renovation**

4 Mr. Dorrill shared about the proposed modification milling and resurfacing project for
5 Spanish Moss Trail. An insubstantial change was submitted by the engineer last week.
6 They are planning on adjusting the alignment to the existing median instead of fully
7 removing it which was proposed to cost \$15,000 with an additional \$15,000 of
8 engineering and permitting costs on top of that. \$6,370 is what the residents have
9 agreed to contribute. It is going to cost \$15,890 to change alignment. \$9,000 will come
10 out of capital reserves and a budget amendment may be needed. The contractor is
11 expected to do the work in mid-July.

12 **On a MOTION by Mr. Sieperda, with a second by Mr. Jackoboice, the proposal**
13 **from Russ Berner Construction in the amount of \$15,890, \$9,500 to be paid by the**
14 **District, was approved with all in favor.**

15 **CCE VOTER COUNTS**

16 Mr. Dorrill shared that there are 3,258 registered voters in the community. He will be
17 placing a notice in the newspaper regarding the upcoming qualifying period for the
18 election. It is from June 10-14 from noon-noon.

19 **ATTORNEY'S REPORT**

20 Mr. Pires shared that there is a small claims matter set to dismiss. The gentleman was
21 at fault, he tried to follow someone in, and it is on video. Mr. Pires has submitted a
22 motion to dismiss. Mr. Dorrill shared that they had previously offered to split the
23 difference of the repair.

24 **ENGINEER'S REPORT**

25 Mr. Brown shared that they are waiting on submittals from sub-contractors for the
26 Oakmoss/Sweetgrass repair and the repair is expected mid-July.

27 **SUPERVISOR'S REQUEST**

28 **A. Pedestrian Cross Walk Reconsideration**

29 A few years ago, there was a request for a crosswalk to the Galleria. Mr. Giannetti
30 followed up, and Mr. Brown submitted plans for crosswalk striping and warning signs.

1 ADA compliance needs to be checked. A study needs to be done regarding the addition
2 of stop signs. Trees block visibility and need moving, Mr. Vanover will inspect this. The
3 crosswalk will be at Bay Laurel and Watercrest.

4 **B. Security Camera, License Plate Readers**

5 This item was addressed during the tentative budget discussion.

6 **PUBLIC COMMENT**

7 Richard Benson, Portofino – Requested a review of the irrigation schedule to schedule it
8 at night when there's less traffic. Mr. Vanover mentioned that the irrigation pump station
9 couldn't handle simultaneous operation at all locations, there would be no pressure. The
10 current schedule is: 8pm to midnight for commercial locations, midnight to 4am for
11 condominium locations, and 4am to 7am for the single-family homes. Mr. Benson asked
12 Mr. Vanover to look at it again.

13 Jennifer Sturgess, The Gables – Asked if the median work on Spanish Moss in mid-July
14 indicates the new asphalt installation. Mr. Dorrill confirmed this, it's the same time and
15 contractor for both.

16 **ADJOURNMENT**

17 With no further comments, the meeting was adjourned **on a MOTION by Mr. Sieperda**
18 **a second by Mr. Jackoboice, at 10:28 a.m.** The next meeting will be June 19, 2024, at
19 9:00 a.m. July 17 will be a regular meeting and the public hearing to consider the final
20 adoption of the budget.