

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

3 Regular Meeting of the Board of Supervisors
4 August 20, 2025

5 The regular meeting of the Pelican Marsh Community Development District Board of
6 Supervisors was held on Wednesday, August 20, 2025, at 9:00 a.m. at the Pelican
7 Marsh Community Center, Naples, Florida.

8 **SUPERVISORS PRESENT**

9 Robert Giannetti, Chairman

10 Timothy Jackoboice, Vice Chairman

11 Dean Sieperda, Supervisor

12 Stewart Hall, Supervisor

13 Brent Smith, 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 Jared Brown, District Engineer

20 **ROLL CALL/APPROVAL OF AGENDA**

21 The meeting was convened at 9:00 a.m. The meeting was also properly noticed. The
22 notice and affidavit are on file with the District Office at 5672 Strand Court, Naples, FL
23 34110. Four supervisors were present in person at the meeting, establishing a quorum.
24 Mr. Hall appeared via speakerphone.

25 Mr. Sieperda added a comment under supervisor's request.

1 **The agenda was approved as amended and Mr. Smith's full participation via**
2 **speakerphone due to extenuating circumstances was approved on a MOTION by**
3 **Mr. Hall, a second by Mr. Giannetti, and all in favor.**

4 **APPROVAL OF MINUTES JULY 2025**

5 Page 1 line 23 three supervisors were present in person

6 **The minutes were approved as amended on a MOTION by Mr. Sieperda, a second**
7 **by Mr. Hall, and all in favor.**

8 **PUBLIC COMMENT**

9 Mr. Dorrill presented before-and-after pictures of the lake algae treatment program.
10 Hybrid African blue tilapia, previously purchased for this purpose, have proven effective
11 as they feed on surface algae. These fish are permitted in Florida and are obtained
12 through a licensed aquaculture farm. The District has used them for three to four years.
13 Mr. Vanover confirmed their benefit and recommended waiting until temperatures cool,
14 with early November being an ideal time to purchase. The estimated cost is about
15 \$2,000.

16 **FINANCIALS**

17 Mr. Dorrill presented the financials as of June 30, 2025. The District had \$1,836,000 in
18 cash and receivables from the debt service fund, and \$24.5 million in fixed assets,
19 bringing total assets to \$26.3 million. Payables totaled \$100,000. Nearly \$50,000 was
20 received in June from non-ad-valorem taxes, along with \$6,400 in interest earnings.
21 Year-to-date non-ad-valorem collections are at 96%, with the remainder consisting of
22 discounts and tax collector fees.

23 Operating costs are approximately 3% over budget year-to-date but are expected to
24 level out by year-end due to prepaid and seasonal expenses such as insurance and
25 landscaping materials. Management fees are slightly over budget, as the approved
26 COLA increase had not been included in the budget. Engineering and tax collector fees
27 are also running above projections, while certain liability and property insurance lines
28 came in higher than originally forecasted. Water, lighting, and access control are under
29 budget year-to-date. Overall, operating expenses are 3.4% over budget.

30 Mr. Dorrill also reviewed the 2026 schedule handout. His management contract allows
31 charges for extra services such as field management, but all other reimbursable costs

1 are not marked up. Fees have not increased in four years; however, a modest increase
2 will take effect on October 1.

3 Mr. Sieperda asked about the operating expenses discrepancy. Mr. Dorrill explained
4 that the software records the full amounts, like the annual insurance expense, upfront
5 rather than prorating it monthly, which causes the report to show an overage.

6 **The financials were approved as presented on a MOTION by Mr. Giannetti, a**
7 **second by Mr. Jackoboice, and all in favor.**

8 **MANAGER'S REPORT**

9 **A. Preserve Contract Renewal**

10 This is a heavily regulated activity by SFWMD, requiring preserves to remain free of
11 exotic species. The areas are sprayed twice a year. The proposed contract is with
12 Solitude for preserve and lake management services at a fixed annual rate of \$34,992,
13 guaranteed for three years. The work is highly labor-intensive, with crews walking the
14 property on foot, using machetes, and applying Garlon. This herbicide functions like a
15 woody-shrub equivalent of Roundup and must be applied directly into the stem, which is
16 why plants are first cut with a machete. Each treatment cycle takes about two weeks.
17 Sweeps are conducted in May and again in early November or December, following the
18 rainy season.

19 **The three-year fixed contract with Solitude in the amount of \$34,992 a year was**
20 **approved on a MOTION by Mr. Hall, a second by Mr. Jackoboice, and all in favor.**

21 **B. Paving Update/Schedule Galleria**

22 Milling and repaving of Galleria Drive is scheduled to begin soon. This public road runs
23 through the professional and retail center at Galleria Shoppes. The District is
24 responsible for repaving up to Airport Road and is awaiting the County's issuance of a
25 right-of-way permit. In the meantime, some curbing work will be completed during the
26 week of September 1. The milling and repaving work will be performed at night.

27 **C. District FY26 Insurance Proposal**

28 The application process to renew all insurance lines effective October 1 has been
29 completed. Property premiums decreased from \$27,210 to \$24,850. The crime policy,
30 which includes cybersecurity and computer-related fraud, increased by \$1. Employee
31 dishonesty, fund transfer protection, and theft coverage also rose by \$1. Liability

1 coverage increased by \$2,000, the automobile policy by \$100, and public officials
2 liability by \$500 (from \$9,400 to \$9,900). Workers' compensation premiums increased
3 by about 10%. The Board had previously authorized Mr. Dorrill to bind coverage, which
4 has been secured effective October 1.

5 **D. Tiburon Electrical Equipment Replacement Email**

6 The swing gate operators at the Galleria entrance are over 21 years old. Mr. Hammel
7 logged 135,000 entries at that gate, and shared it is having ongoing issues. Mr. Hammel
8 recommended replacing the swing gate operators, the gate arm operator, and
9 upgrading the arm to an LED model. Gate arm operators are already in stock, but new
10 swing gate operators are needed for both the entrance and exit at the Galleria.

11 The primary electrical feed work has also been completed. The original components,
12 installed in 2000, had deteriorated due to rain, heat, and irrigation exposure. The
13 system, a 480-volt service, was replaced by Bay Electric. Permits were obtained, the
14 County provided quick approval, and FPL responded promptly. The new system is now
15 fully operational, serving Tiburon.

16 **E. Project Manager, 41 Gatehouse**

17 Mr. Dorrill reported that the District Engineer was offered the opportunity to serve as
18 project manager for the 41 Gatehouse project but declined, as their firm does not
19 handle vertical construction. He has since identified Development Services of Florida, a
20 statewide licensed general contracting and construction management firm based in
21 North Naples. A formal proposal has not yet been received. The preliminary scope of
22 services includes assisting with pre-construction, budgeting, and subcontractor bid
23 reviews; providing construction management during the project; reviewing change
24 orders and payment requests; and serving as the owner's representative on the job site.
25 Services would be billed on an hourly, as-incurred basis. Mr. Dorrill recommended
26 retaining the firm prior to permitting and bidding.

27 Mr. Giannetti reported meeting with the architect and project manager to review the
28 interior layout, with input provided by Mr. Hammel. They also toured the Airport and 41
29 gatehouses to evaluate operations and design preferences. Construction is targeted to
30 begin in May. Updated interior drawings will be received in two weeks, followed by
31 elevation plans.

F. FY26 Sidewalk Survey/Repair

District-wide grinding, removal, and repair of sidewalk and curb sections is scheduled at a cost of \$33,563. Bonness is the contractor.

The proposal from Bonness in the amount of \$33,563 for sidewalk, curb, gutter maintenance was approved on a MOTION by Mr. Giannetti, a second by Mr. Hall, and all in favor.

Mr. Hall asked how the gate project will be funded. Mr. Dorrill reported the recent cost estimate at \$1.1–\$1.2 million. Short-term borrowing will likely be through the Florida Revolving Trust Program, with a debt component finalized once the total cost is confirmed. The term is expected to be less than five years, with current rates in the 3–3.5% range. Once the contractor proposes a GMP, the District will evaluate the five-year assessment impact.

ATTORNEY’S REPORT

The Legislature enacted a few new laws this year. He noted ones that primarily affect the District have to do with contracting requirements, including payment windows for change orders and the processing of construction contracts. Mr. Pires noted that the Florida Exotic Plant Pest Council (FEEPC) has changed its name to the Florida Invasive Species Council (FISC), and contracts will need to be updated accordingly. Mr. Vanover confirmed the change can be made.

ENGINEER’S REPORT

No report was given at this time.

SUPERVISOR’S REQUEST

Mr. Sieperda suggested using different bidders rather than the same vendors to avoid automatic annual increases. He proposed soliciting bids from two vendors for projects and pursuing three-year fixed contracts. Mr. Dorrill did not oppose but asked that thresholds be considered: any purchase of \$10,000 or more should receive at least two quotes, unless it can be piggybacked on a state contract, which would be an exception.

Requiring that work over \$10,000 obtain at least two bids, with the exception of items that can be piggybacked on State or County annual contracts, was approved on a MOTION by Mr. Sieperda, a second by Mr. Smith, and all in favor.

1 **PUBLIC COMMENT**

2 Keith Congelton – Augusta – Provided project management work history and expressed
3 willingness to assist. Asked if the bound schedule could be retained along with a GMP.
4 Mr. Dorrill requested he review the contract with the project management firm,
5 particularly the scope.

6 Richard Benson – Portofino – Noted vegetation growth in pond and sent an email to
7 board members and Mr. Dorrill about it. Mr. Dorrill referred to the earlier discussion
8 regarding plans to introduce fish.

9 Joan Vogel – Egrets Walk – Complimented the machete crews performing lake
10 maintenance, as discussed earlier. Asked whether the one-lane egress for 41
11 Gatehouse residents, along with emergency ingress and egress, is still the plan. Mr.
12 Dorrill confirmed the plan has been completed, submitted to the North Collier Fire Chief,
13 approved, and is included in the scope of work and mobilization.

14 Jerry Carbone – Expressed concern about the small image in the community center,
15 requesting it be posted online. Mr. Dorrill noted the current image is preliminary and the
16 final conceptual design will be posted online.

17 Jim Carter – Watercress – Asked about painting signage on Airport Drive and requested
18 a color different from institutional gray.

19 **ADJOURNMENT**

20 With no further comments, the meeting was adjourned **on a MOTION by Mr. Sieperda,**
21 **and a second by Mr. Jackoboice, at 9:55 a.m.** The next meeting will be September
22 17, 2025, at 9:00 a.m.