

**PELICAN MARSH COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD OF SUPERVISORS MEETING
Wednesday, November 14, 2018**

The Board of Supervisors of the Pelican Marsh Community Development District met on Wednesday, November 14, 2018 at 9:00 a.m. at the Pelican Marsh Foundation Building.

APPEARANCES:

Frank Garofalo, Chairman
Gordon Walker, Vice-Chairman
Joe Diaz, Assistant Secretary
Edward Walsh, Assistant Secretary

ALSO PRESENT:

Neil Dorrill, Dorrill Management Group
David Robson, Johnson Engineering
Lenore Brakefield, Woodward, Pires and Lombardo
John Vanover, Operations Manager
James Calamari, Access Control

ROLL CALL

All members of the Board were in attendance. The Chairman advised that Mallory Clancy was no longer with Johnson Engineering, and that Mr. Robson would be filling in for her. Mr. Pires was also not present at the meeting.

PUBLIC COMMENT

No comments were received from the Public at this time.

Chairman Garofalo noted that Egrets Walk has not provided the documentation for the walkway through the fence they had requested at the previous meeting.

Escada had requested some additional treatment on their lake, but have not followed up on that with the Board.

APPROVAL OF AGENDA

The Agenda was approved on a MOTION by Gordon Walker and a second by Don Pomerantz.

APPROVAL OF THE OCTOBER MINUTES

On Page 1, the first name under Public Comment should read “Adoni”.

Additionally on Page 1, it should be noted that Mr. Pomerantz was in attendance.

On Page 2 in the last line of the first paragraph, the sentence after the comma should read that the Chairman would support it and the Board would have to approve it.

Additionally in the third line, it should read the Pelican Marsh Foundation Board.

On Page 3 in the fifth line from the bottom, Mr. Walker asked if the check for \$200,000 had been received, and was advised that it had not, but Mr. Vanover felt that it should arrive by month’s end.

On Page 5 in the seventh line from the bottom, “lapses” should be “lapsed.”

On Page 9, under Attorney’s Report, in the fourth line from the bottom of that item, the sentences should read, “Drainage water is taken from roadways in Pine Ridge, Monterey and Vanderbilt Beach Road. This is also occurring at Lely.”

Additionally, the word “small” In the second to last line should be “smaller”, and the last sentence should read “...those communities should not have to apply...”

Mr. Robson then entered the meeting.

On a MOTION Don Pomerantz and a second by Gordon Walker, the minutes were then unanimously approved as amended.

FINANCIALS

A. FEMA Status Report

This report showed that through the end of the fiscal year roughly \$90,000 had been received from FEMA, along with some money from an insurance claim. This was filed by the District’s insurance agent who went out of his way to craft the claim which resulted in a \$77,000 payment for damaged fences, principally in the Tiburon area. The total amount received in the prior fiscal year was \$170,000.

Pelican Marsh CDD – Minutes

November 14, 2018

Page 3

FEMA now has a website, and a pre-audit firm, Ernst and Young, has been engaged by them, which has made the process more difficult. The website shows that Pelican Marsh has cleared most of the final hurdles, which includes six FEMA steps and nine by Ernst and Young.

They have just about finished the first major category, debris removal, which is approximately \$230,000. That money is expected to be received within the next 30 days.

Mr. Dorrill added that now that FEMA is dealing with new claims coming in from the panhandle, they will probably move the Hurricane Irma claims along more quickly.

The sources and uses of the funds used for hurricane recovery were also listed, amounting to about \$700,000 of the reserves. All of the contingency reserves were spent. At the end of September the District's cash position was \$273,000. The District operates about six to seven weeks at the beginning of the fiscal year before the money starts to come in again. Mr. Dorrill indicated that historically they have received money from the tax collector around the third week of November, but as a precaution, the line of credit was closed in the event the tax collector was late in making distributions this year. In that case, the line of credit was there for any draw down that was needed. However, the use of the line of credit was not necessary, but those funds will be available in the case of a catastrophic event.

The preliminary yearend balance sheet showed that the fiscal year was closed with \$525,000 in cash, with \$74,000 in payables. Total assets for infrastructure, less depreciation, were \$26,700,000 at year end. On the liability portion of the balance sheet, Mr. Dorrill indicated as a reminder that there is a restricted fund balance for the contribution that was made by the developer of Mercato, as their water flows through the CDD boundary. These funds are eligible to be used for any drainage or water management issue that the Board designates. Chairman Garofalo pointed out that as of September 30 there was \$279,000, with liabilities of \$75,000. That means that at the end of the year there was \$204,000. Last year any income coming in was rolled into the bond funds, which enabled them to start the year with a clean checking account, and he felt that they should do the same thing this year. Mr. Dorrill and

Pelican Marsh CDD – Minutes

November 14, 2018

Page 4

the Chairman will discuss this further at the end of the meeting.

The income statement showed that the final, total non ad valorem assessments for 2018 were \$3,306,000 which represents about 96 percent of the District's budget. Total revenues for the year were \$3,420,000.

The other item Mr. Dorrill wanted the Board to be aware of was that their original estimated interest earnings for the year, based upon their prior bank agreement, was \$8,000. As a result of the change of banks, the District realized \$25,000 interest income for the year.

About 96 percent of total budgeted revenues have been received, the difference being due to early discounts being taken by residents.

The only cost center that was over budget for the year related to field management, and the over budget line item was lighting, due to post hurricane electrical repairs. Labor for that line item was about \$9,000 for the part time electrician who works for the Board. All of the operating expenses, however, were \$150,000 under budget at year end.

There continue to be several lapsed salaries due to the very competitive labor market, and staff has had some discussions with the Chairman about offering bonuses for existing employees who can network to attract prospective employees who will stay beyond the probation period. The weather has been very warm and the grass is growing very quickly, and it takes an effort to keep up with it as they are down by five employees. The Chairman added that to offset the reduction in labor, Mr. Vanover is working the employees on Friday afternoons which is overtime for them.

In response to Mr. Walsh's question, the bonus program began roughly a month earlier, and they are offering an increase in the entry level hourly rate to \$13, and the recruitment bonus is \$500. They are evaluating raising that amount to an additional \$500 if the individual finishes their six month trial period. Chairman Garofalo added that Pelican Marsh also gives medical and dental insurance to their employees, along with life insurance and retirement benefits. Mr. Dorrill will continue to update the Board on this program.

The audited financials will be available later this winter.

On a MOTION by Don Pomerantz and a second by Edward Walsh, the Financials were unanimously accepted.

MANAGER'S REPORT

A. Carter Fence Estimates

Pricing has been obtained from the fencing contractor who did the big job at Tiburon to replace and repair chain link fencing and a small portion of decorative aluminum fence, for new work that was requested by Tiburon last summer.

Two different proposals were received, the first was in response to the Escada Community which requires an easement agreement between the District and the owners of the golf course. Mr. Pires is working on this item. The proposal for that is \$33,250. There was a separate request from Bolero for some decorative fencing for \$4,500.

Mr. Dorrill asked for the Board's authorization for this work, subject to the license or easement agreements that Mr. Pires has recommended. \$42,000 was previously budgeted for this work, so these bids are under budget by about \$5,000.

On a MOTION by Don Pomerantz and a second by Edward Walsh, the Board unanimously approved the two proposals for fence work, subject to the agreements to be prepared by Mr. Pires. The Chairman added that Mr. Robson will be conducting a survey of the area so it will be well documented.

B. CMA Season Ending Championship

This event is presently going on at the Tiburon Golf Course, and Mr. Dorrill commented on how good the area looks. After this event concludes, the Shark Shootout will take place, during the first week in December.

ATTORNEY’S REPORT

A. Sunshine Law Refresher Course

Mrs. Brakefield indicated that Mr. Pires wanted to remind the Board that the new term started on November 20th for the new officers. He also wanted the Board to schedule a workshop for the February Board meeting where an overview and refresher course of the Sunshine Law and public records can be given.

Mr. Dorrill has the letters from the Secretary of State’s office that were sent too early for Board members who are beginning a new term, which includes the oath of office. The Board members are not eligible to sign that until two weeks following the November election, and a swearing in will be held at the December meeting.

B. Agreements for New Fencing

Mr. Pires has indicated that he will need the deeds and legal descriptions in order to prepare the agreements. Mr. Robson will follow up with a survey.

C. Meeting with County re: Stormwater

This meeting with Mr. Pires and Mr. Dorrill will be held before the December meeting, and at that time they will report to the Board on what transpired.

ENGINEER’S REPORT

Mr. Robson will be filling in for the Board while a search for a qualified candidate is held for this position. Mr. Robson will work with the new District engineer for the first few months to help he or she become familiar with Pelican Marsh.

SUPERVISORS' REQUESTS

A. November 23 Birthday

The Pelican Marsh CDD will turn 25 on November 23rd. Mr. Dorrill felt that the Chairman was correct on that, but he will check in the archives to make sure.

B. Supplemental Performance Pay

The Chairman asked for the Board's approval to release the supplemental pay for the four managers so they will have it for the upcoming holiday. It is a budgeted item, and he felt that they had done an outstanding job in a year of many challenges.

The Board members unanimously approved the supplemental pay for the four managers on a MOTION by Edward Walsh and a second by don Pomerantz.

PUBLIC COMMENT

Tony Scire, the president of the Timarron HOA, complemented James **** on his election as the new commissioner, feeling that it was a testimony to the kind of person he is.

Secondly, he noted that they would never know in the community that they were down five employees, as Pelican Marsh looks spectacular. Mr. Scire added that there have been many more real estate showings in Timarron, and home sales seem to be picking up. He congratulated the CDD on the terrific job they are doing.

The Chairman noted that there have been a number of fire hydrants painted blue, and the Fire Department came out and indicated that they must be painted red, as they are assets of the fire district and they maintain them.

FURTHER SUPERVISOR REQUEST

Gordon Walker asked about the roundabout coming in on US 41, noting that there was always a

Pelican Marsh CDD – Minutes

November 14, 2018

Page 8

delay as most people have to go over it, and Mr. Vanover noted that it was a continual maintenance issue, (inaudible section.)

ADJOURNMENT

With a reminder that the next meeting would be held on December 19th, **the meeting was adjourned at 9:37 a.m. on a MOTION by Don Pomerantz and a second by Gordon Walker.**