

1 **PELICAN MARSH COMMUNITY DEVELOPMENT DISTRICT**
2 **REGULAR BOARD OF SUPERVISORS MEETING**
3 **October 21, 2020**

4
5 The Board of Supervisors of the Pelican Marsh Community Development District met on
6 Wednesday, October 21, 2020, at 9:00 a.m. at the Pelican Marsh Community Center, Naples,
7 Florida.

- 8 **APPEARANCES:** Edward Walsh, Chairman
9 Don Pomerantz, Vice-Chairman
10 Joe Diaz, Assistant Secretary
11 Tony Scire, Treasurer
12 Tim Jackoboice, Supervisor
13 **ALSO PRESENT:** Neil Dorrill, Dorrill Management Group
14 Brent Burford, Johnson Engineering
15 Lenore Brakefield, Board Counsel
16 John Vanover, Operations Manager
17 James Calamari, Access Control

18
19 **ROLL CALL**

20 Mr. Walsh opened the meeting, noting that four members were in attendance. Mr. Diaz
21 arrived at 9:03 a.m., at which point all members were present.
22 No public comment was received at this time.

23
24 **APPROVAL OF AGENDA**

25 **On a MOTION by Don Pomerantz and a second by Tony Scire, the Agenda was unanimously**
26 **approved as submitted.**

27
28 **APPROVAL OF SEPTEMBER, 2020 REGULAR BOARD MEETING**

29 On Page 5, Line 15, the full name of Matt is Matt Barger.

30 On Page 5, Line 5 should be deleted.

31 On Page 6, Line 9, the first word should be “Mr.”.

4
5 On Page 7, Line 15, “Mrs. Scire” should read “Mr. Scire”.

6 **On a MOTION by Tony Scire and a second by Don Pomerantz, the Minutes as amended were**
7 **unanimously approved by the Board.**

8
9 **FINANCIALS**

10 The eleventh-month financials ending August 31 showed the District in a favorable cash
11 position of almost \$2,200,000. Reserves for cash flow were \$850,000, and contingencies were
12 about \$625,000. A new capital reserve will be established later in the meeting as part of the
13 assessment for capital items.

14 There was a small amount due from one of the debt service funds for administrative costs as
15 well as some FPL deposits, which brought the total to the \$2,200,000 noted above. \$97,000 in
16 payables were shown under liabilities. The total fund balance, including the depreciable and
17 non-depreciable assets was \$27,000,000.

18 The income statement showed that the Naples Daily News water management charge back
19 costs were received. Transponder revenues were well over budget at almost \$25,000.

20 The late FEMA reimbursement for Hurricane Irma was noted, and the total revenues for 11
21 months was \$3,728,000, almost \$70,000 over budget on the revenue side.

22 Mr. Dorrill highlighted a few cost centers on the expense side. There were rate increases for
23 irrigation water as has been noted for several months, and a substantial increase was noted in
24 baled pine straw which is used as ground cover in the District. Total operating expenses
25 through 11 months was \$2,955,000, about \$70,000 under budget on the expense side.

26 The Board had authorized a series of capital enhancements to the security and hardware, most
27 of which were expensed in this fiscal year.

28 **On a MOTION by Don Pomerantz and a second by Tony Scire, the financials were then**
29 **unanimously accepted by the Board.**

5 **MANAGER’S REPORT**

6 A. FFIB Reserve Account Form

7 **Mr. Scire was authorized to sign the signature card for the new capital reserve account on a**
8 **MOTION by Joe Diaz and a second by Don Pomerantz and unanimous approval by the Board.**
9

10 B. Line of Credit Renewal

11 The approval of the renewal which took place during the meeting must be provided to the
12 Bank for this purpose. The terms will remain the same at \$500,000, at prime plus 50 basis
13 points. Prime is currently about 3.25.

14 The fees associated with the loan itself are about \$2,500, and there are recording costs of \$575
15 as it is considered a loan and is recorded in the official record as an unsecured line of credit for
16 the next two years.

17 **On a MOTION by Tony Scire and a second by Don Pomerantz, the Board unanimously**
18 **approved the renewal of the line of credit for two additional years.**
19

20 C. Recommendation to award Lake Bank Management to American Shoreline Restoration

21 The contract will continue to be with American Shoreline Restoration, and the coming year’s
22 program is about \$18,000 less than this year based on the annual survey that was done. An
23 exhibit was included for the Board members listing the neighborhoods and lakes. The total
24 contract awarded was for \$139,500 and will be started around Easter when the water levels are
25 at their lowest. Chairman Walsh noted that the lake banks along the roadways and sidewalks
26 will be prioritized by Mr. Vanover, as there is a serious need there. Lake bank work will be
27 ongoing for several more years.

28 Mrs. Brakefield added that Mr. Pires had made a few changes to the contract to ensure that
29 everything was consistent and legally sufficient, and Mr. Dorrill noted that they will make sure
30 that the motion reflects those minor changes.

5 **On a MOTION by Tony Scire and a second by Tim Jackoboice, the Lake Bank Restoration**
6 **project was awarded to American Shoreline Restoration for the coming fiscal year on the**
7 **unanimous approval of the Board, to include some minor changes in the contract per Mr.**
8 **Pires.**
9

10 D. Update on Phase 2 Landscape Renovations

11 Mr. Dorrill advised that Mrs. Goetz had just returned from the North where she spends the
12 summer, and she is working on the area of Phase 2 that runs from Airport-Pulling Road to the
13 Foundation, and filling in the gaps where the three pilot projects were done. This work was
14 previously authorized by the Board.

15 Chairman Walsh added that the money for the design was approved, and once the plans are
16 presented to the Board, the next step will be to put them out to bid. Mr. Vanover spoke to
17 Mrs. Goetz recently and was advised that they will hopefully have those plans by the end of
18 October, and finished by the end of the year.

19 Phase 3 will be the Foundation to US 41, which will be done during the summer, and at that
20 point Pelican Marsh Boulevard will be completed by the end of this fiscal year.

21 Mr. Scire asked if the information boards provided on Phase 1 will be utilized for Phases 2 and
22 3, and Mr. Dorrill indicated that they were well received by the residents and they will continue
23 to use them.
24

25 E. Fiscal Year 2021 Road Resurfacing Schedule

26 Mr. Dorrill advised the Board that the fall will be very busy in the District, with the results of the
27 annual survey of the roadways showing what needed to be done, including some curbing
28 repairs. The bids came in at about \$50,000, which was the amount budgeted. The contract was
29 approved and work will start sometime during the summer.
30

5 F Update on RFP for Guard Gate Renovations

6 A draft request for proposals and qualifications in order to engage a design professional to
7 begin work on the renovations of the guard gates has been completed. The first priority is the
8 gate on Vanderbilt Beach Road. This will be advertised, and a subcommittee of residents will be
9 asked to go through the responses to the requests for proposals and bring a short list of three
10 back to the Board after interviewing those responding.

11 The intent is to completely renovate the three guard gates in the District over the next two
12 years, which is part of the total five-year plan. Mr. Jackoboice is the point person for the Board
13 on this project.

14

15 **ATTORNEY’S REPORT**

16 A. COVID Rules re: Meeting Participation

17 Mrs. Brakefield reminded the Board members that November 1 is the deadline for virtual
18 participation in the Board meetings, and Mr. Pires has advised that they should not expect
19 another extension allowing this, as the Governor has indicated that local government bodies
20 should prepare to meet in person after that date.

21

22 **ENGINEER’S REPORT**

23 A. Pothole Repair west of Goodlette-Frank Road

24 Mr. Burford noted that this pothole over the box culverts in the eastbound lane just west of
25 Goodlette-Frank should be repaired at the time the repaving is done. If they do the repair, Mr.
26 Burford asked to be notified so he can investigate the area.

27

28 B. Galleria Shops Well

29 The Galleria Shops owners have indicated that they are exploring digging their own well to
30 supply their own irrigation water, and have hired the engineering firm to handle the permit

5 process. An RAI, Request for Additional Information, was received from the District as Pelican
6 Marsh holds the permit for the water use for that piece of property. The Galleria Shops wish to
7 do a modification to the permit to withdraw their property from it so they can install a well of
8 their own. Mr. Burford asked their engineer to provide contact information for the shops, but
9 has not yet heard from them.

10 Mr. Dorrill was not sure that they would be successful with this, and advised that the irrigation
11 system in the District was originally constructed by and owned and operated through the CDD.
12 Within its order there was an obligation for the District to convey that to the County Utilities
13 System when they had the capacity to provide that water. Pelican Marsh is a major wholesale
14 customer of the County for irrigation water, but they are not reselling water to other
15 neighborhoods or private property. The District does not own the private utility system
16 anymore, and Mr. Dorrill suggested that they may not be a part of this determination. If there
17 are any further developments, the Board will be advised.

18 In response to Chairman Walsh’s question, Mr. Vanover indicated that the District does use
19 reclaimed water exclusively for its part of the Galleria road landscaping, and the rest of the
20 Galleria is also on reclaimed water, and they have their own meter. Mr. Dorrill suggested that
21 the Galleria is probably looking into the future on this issue, as reclaimed water was not always
22 as abundant as it is now.

23

24 **SUPERVISORS’ REQUESTS**

25 **A. Update on Access Control Software**

26 Mr. Scire updated the Board on the installation of the newly purchased access control software,
27 and most of the parts of Phase 1, which includes visitor screening, virtual voice server, smart
28 kiosk and new pass printer have arrived. Mr. Calamari and Mr. Scire meet monthly and their
29 target date for implementation is November. Texting has been implemented and is working.
30 ISN is the vendor and Gatekeeper is the program software they are using for access control.

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5 Mr. Calamari noted that Dorrill Management sent out 1,910 letters about this new program and
6 asking for their individual information on the form enclosed. They have received 780 of the
7 forms back, representing 41 percent of those sent out. A few are received every day and as
8 they are received the resident's information is updated. Hopefully more people will begin to
9 take advantage of this software as time goes on.

10 Mr. Calamari added that he had partnered with Linda at the Foundation, and a copy of the form
11 is included in the new residents' packets.

12

13 **PUBLIC COMMENT**

14 Mr. Zahn*** from Watercrest indicated that he had turned in his texting form at the Airport
15 Security Gate, and the guard there had no idea what to do with it. He was advised that the
16 form submitted did not photocopy correctly, and he will resubmit the form. Mr. Calamari will
17 meet with him after the meeting.

18

19 **ADJOURNMENT**

20 Mr. Dorrill noted that the next meeting would be held on November 18, and the meeting was
21 adjourned at 9:30 a.m. **on a MOTION by Don Pomerantz and a second by Tim Jackoboice.**