

1 **PELICAN MARSH COMMUNITY DEVELOPMENT DISTRICT**
2 **NAPLES, FLORIDA**
3 **Regular Meeting of the Board of Supervisors**
4 **June 16, 2021**

5
6 The regular meeting of the Pelican Marsh Community Development District Board of
7 Supervisors was held on Wednesday, June 16, 2021, at 9:00 a.m. at the Pelican Marsh
8 Community Center, Naples, Florida.
9

10 **SUPERVISORS PRESENT**

11 Edward Walsh, Chairman
12 Joe Diaz, Secretary
13 Tony Scire, Treasurer
14 Tim Jackoboice, Supervisor
15 John Minty, Supervisor

16 **ALSO PRESENT**

17 Neil Dorrill, Manager, Dorrill Management Group
18 Christopher Dorrill, Field Manager, Dorrill Management Group
19 John Vanover, Operations Manager
20 James Calamari, Access Control Manager
21 Tony Pires, District Counsel
22 Brent Burford, District Engineer

23 **ROLL CALL**

24 Mr. Walsh opened the meeting, noting that all members were in attendance. Mr. Scire
25 was welcomed back and thanked the Board for their support over the past several
26 months while he participated via speakerphone.
27

28 **PUBLIC COMMENT**

29 No public comment was received at this time.

30 **APPROVAL OF AGENDA**

31 **On a MOTION by Tony Scire and a second by Joe Diaz, the agenda was**
32 **unanimously approved as submitted.**

1 **SUPERVISORS' REQUEST**

2 **A. Resignation of Mr. Pomerantz/Consideration of New Supervisor**

3 Mr. Pomerantz, who was a long time Supervisor, resigned shortly after the May
4 meeting, and Mr. Walsh expressed the Board's thanks for his eleven years of service.

5 John Minty, a full-time resident for over 30 years, has approached the Chairman and
6 indicated his interest in serving on the Board. Mr. Walsh noted that his background in
7 facilities management will be very helpful to the District. He has Board experience,
8 having served on three HOA Boards in the past. Mr. Minty has also been directly
9 involved in every infrastructure project the Board has undertaken, and both Mr. Vanover
10 and Mr. Calamari expressed their opinions of Mr. Minty, as they have worked with him
11 on several projects.

12 **Mr. Walsh nominated Mr. John Minty to sit on the Board to replace Mr. Pomerantz,**
13 **and Mr. Scire seconded the nomination which was unanimously approved by the**
14 **Board.**

15 Mr. Minty was then sworn in as a Supervisor of the Pelican Marsh CDD Board. Mr. Pires
16 noted that he will be provided with an email address, and any correspondence of any
17 type related to the business of the CDD is considered public records and must be
18 forwarded to Mr. Dorrill who is the custodian of the District's records. Mr. Pires also
19 explained the Sunshine Law and the requirements attached to conversations and
20 communications related to the District matters outside of the public meetings.

21 Mr. Pires and Mr. Dorrill are both very conservative as it relates to the Sunshine Law as
22 the penalties are both criminal and civil, and he urged Mr. Minty to contact himself or
23 Mr. Dorrill should he have any questions in this regard.

24 **B. Designation of Officers**

25 Mr. Scire then nominated Ed Walsh to serve as Chairman, which was seconded by Mr.
26 Jackoboice and unanimously approved by the Board. Mr. Walsh then nominated Tim
27 Jackoboice to serve as Vice-Chairman and Tony Scire as Treasurer. He then
28 nominated Mr. Dorrill as Secretary, and all other Board members as Assistant
29 Secretaries. Tony Scire seconded the nomination which was then unanimously
30 approved by the Board.

31 The Board then unanimously authorized the Chairman to sign a resolution effectuating
32 this action taken by the Board **on a MOTION by Mr. Scire and a second by Mr. Minty.**

33 **APPROVAL OF MINUTES, MAY**

34 On Page 1, Line 30, the gentlemen's name is John McCormick.

1 On Line 19 of the last page, the amount of the contract was noted to be \$28,857 by
2 Collier County Paving.

3 On Line 30 of the second page, it indicates that a mandatory conference will be held on
4 April 30, and it should read May 30.

5 On the next page, the indication that the bid should be received by the May meeting
6 should be changed to the June or July meetings.

7 **On a MOTION by Joe Diaz and a second by Tony Scire, the May minutes was**
8 **unanimously approved as amended.**

9 **FINANCIALS**

10 The April 30, seven-month financials showed \$3,225,000 in cash, with \$177,000 of that
11 amount in the new capital reserve fund. The second funding of that has been made and
12 will show up in the Financials in subsequent months. \$1,470,000 of that cash amount
13 was noted to be in other reserves, either for the cash flow or contingency reserve,
14 against only \$60,000 in payables.

15 The income statement showed \$105,000 having been received in non-ad valorem
16 assessments, which were probably payments made in March and not booked until the
17 following month. Total revenue year-to-date was noted to be \$3,720,000 or 94 percent
18 of the budgeted amount, net of any discounts.

19 On the expense side, Mr. Dorrill pointed out that the utility irritation water expenses
20 were trending almost \$22,000 over budget year-to-date, which is not as much
21 consumption as it is rate increases. The County does not announce its rate increases
22 until October, while the District's budget has already been approved two months prior to
23 that. The rainy season has arrived, however, which will help these costs taper off
24 through the end of September.

25 Under the operating contingency, it was also noted that a \$2,700 item was expensed
26 there, which needs to be corrected. Mr. Dorrill will work with Mrs. Briant on this.

27 As it relates to the total operating expenses, year-to-date the District is at \$1,969,000
28 against a budget of \$2,074,000. Going into the third quarter the District is about
29 \$105,000 under budget, principally due to two position vacancies in the
30 groundskeeper's department. With the market being as difficult as it is at this time, Mr.
31 Vanover and Mr. Dorrill are taking this month by month, and Mr. Dorrill is authorized to
32 make minor market rate adjustments to keep people on staff.

33 Some money will be moved out of the capital reserve to fund Phase III of the
34 landscaping project, and the District continues to be in a very good cash position.

1 **On a MOTION by Joe Diaz and a second by Tony Scire, the Board unanimously**
2 **accepted the seven-month financials as presented.**

3 **MANAGER’S REPORT**

4 **A. Update on Phase III Landscape Construction**

5 Mr. Walsh noted that they had been working with the landscape architect who had
6 slowly put the plan together. It was submitted to the company who did the first two
7 phases, and the proposal was just received, with the costs being the same as it was for
8 the first two phases.

9 Mr. Dorrill advised that they were going to have the re-price this as the removal of the
10 original trees was way over budget. That side of the project will have to be changed and
11 the work for that tree removal contracted separately in an effort to save some money, so
12 Mr. Dorrill asked that the approval for the bid be continued for one month.

13 The bid that was received was \$228,325, of which \$60,000 was for the tree removal,
14 and will be rebid and hopefully approved in July and the project can go forward before
15 the dry season. Mr. Dorrill added that the unit prices for the new trees, plants, and
16 shrubs is exactly as it was when this effort began at the beginning of the year.

17 **B. Update on Design/Build Shortlist - Entry Renovations**

18 The Board was provided with a handout showing a tabulation form from Mr.
19 Jackoboice’s committee to evaluate the proposals from the contractors on the short list
20 for this project to replace the three existing guard gates.

21 The recommendation for the Board was to authorize staff to proceed with negotiations
22 with the Houchin Construction and Development firm, which is the group that built the
23 existing operations building a decade previously. The committee felt that they were the
24 preferred firm at this point. In the event, however, that they cannot come to terms on
25 the contract side, they will then default to the second firm.

26 Both firms were asked to submit a sketch as to what the building might look like, and a
27 focus group of residents will be asked to look at and evaluate some of those submitted
28 architectural styles, which will probably be more contemporary than what is presently
29 there.

30 **A MOTION was made by Mr. Scire and seconded by Mr. Walsh to recognize the**
31 **proposals received and authorized staff attempt to proceed with a design/build**
32 **contract, and to authorize Mr. Jackoboice to impanel a resident committee to**
33 **evaluate some of the residential styles.**

1 Mr. Jackoboice noted that these were two very good firms, both of which were very
2 interested in the work, and both made very good presentations. Mr. Walsh noted that he
3 was very pleased with the work that Mr. Jackoboice, Mr. Dorrill, and the team who
4 worked with these contractors.

5 **The Board then unanimously approved the MOTION as stated above.**

6 **C. Update on Employee Accident**

7 This severe accident occurred within the past month, and the employee who was
8 injured was treated, transferred to the trauma center, and has now returned home. It is
9 expected that he will return to work. Any further details will be shared with the Board as
10 they are received, and a celebration will be planned for that employee in the future
11 when he is able to return to work. At that time, the Sheriff's Deputy and residents who
12 were on the scene at the time of the accident will be recognized as well.

13 **ATTORNEY'S REPORT**

14 Mr. Pires had nothing to report other than the fact that he is watching to see what
15 legislative bill the governor may be signing to determine if there will be any impact on
16 the District's operations.

17 **ENGINEER'S REPORT**

18 Mr. Burford had nothing to report at this time.

19 **PUBLIC COMMENT**

20 Mr. Walsh expressed his frustration that they are not moving as quickly as he would
21 wish on the final phase of the landscaping but noted that they did not want to spend the
22 District's money carelessly, as he felt would occur if they went with the tree removal bid.
23 He then reminded Mr. Vanover that July is the cutoff date.

24 Mr. Minty asked if it would be appropriate for the Board to approve the landscaping plan
25 contingent on finding a better price for the tree removal so it does not slow Mr. Vanover
26 down, and Mr. Dorrill advised that he has to re-price it in any event, as he cannot plant
27 anything new until the demolition is complete. He felt that he will have a much better
28 price for tree removal at the next meeting, when the Board can authorize the work to be
29 done.

30 **ADJOURNMENT**

31 Mr. Walsh thanked those who attended the meeting today, welcomed Mr. Minty to the
32 Board, and thanked Mr. Scire back as well. The next meeting will be held on July 21,

Pelican Marsh Community Development District – Minutes
June 16, 2021

- 1 and the meeting was adjourned at 9:31 a.m. **on a MOTION by Mr. Jackboice and a**
- 2 **second by Mr. Scire.**