

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

3 **Regular Meeting of the Board of Supervisors**

4 **March 22, 2023**

5 The regular meeting of the Pelican Marsh Community Development District Board of
6 Supervisors was held on Wednesday, March 22, 2023, at 9:00 a.m. at the Tiburon
7 Health and Fitness Center, 2620 Tiburon Drive, Naples, Florida, 23109.

8 **SUPERVISORS PRESENT**

9 Edward Walsh, Chairman

10 John Minty, Treasurer

11 Dean Sieperda, Supervisor

12 Robert Giannetti, Supervisor

13 **ALSO PRESENT**

14 Neil Dorrill, Manager, Dorrill Management Group

15 Christopher Dorrill, Field Manager

16 John Vanover, Operations Manager

17 Tony Pires, District Counsel

18 Brent Burford, District Engineer

19 **PUBLIC COMMENT**

20 Public comment was received by Fred and Julie Tufts from Ivy Pont. They are happy
21 with the landscape/hardscape changes. Concerned with several things. At the four-
22 way stop at Marsh Rd. and Pelican Bay Blvd., people speed through without stopping.
23 Also concerned with people pulling out of the golf club parking lot without stopping at
24 the stop sign. On Windy Marsh Run along portion of the road under the banyan trees,
25 people race down the road. Accident waiting to happen. There are small signs in this
26 area. Would like to get an officer stationed there or perhaps some larger signs that
27 flash your current speed. The board agrees with their observations. Mr. Walsh will
28 have a conversation with the manager of the Pelican Marsh golf club and let him know
29 about the complaints that have come in about people not obeying the stop signs as they
30 leave the golf club parking lot, will ask him to send a communication to the golf club
31 members. Mr. Dorrill will reach out to see if the off-duty contract law enforcement

1 services are available again. Will follow up and let them know his findings at the next
2 meeting.

3 **ROLL CALL/APPROVAL OF AGENDA**

4 4 of 5 supervisors were present for the meeting.

5 **On a MOTION by Mr. Sieperda and a second by Mr. Minty the agenda was**
6 **approved.**

7 **APPROVAL OF MINUTES**

8 On page 2 line 4 replace 'Gianetti' with 'Giannetti'.

9 On page 1 line 14 strike 'also present James Calamari'.

10 On page 3 line 14 add 'guardhouse' before 'general contractor'.

11 On page 4 line 17 replace 'Broschi' with 'Bracci'.

12 On page 5 line 8 replace 'Broschi' with 'Bracci', also replace 'the office condos' with 'an
13 office condo'.

14 **On a MOTION by Mr. Giannetti and a second by Mr. Minty the minutes were**
15 **approved with these changes.**

16 **FINANCIALS**

17 The four-month financials are as of January 1, 2023. Showing \$4.45 million in cash at
18 end of January with designated reserves for both cash flow and contingency.
19 Approximately \$1.4 million in cash balance. Fixed assets total \$24 million, the majority
20 being land and infrastructure, less depreciation. \$294,000 in payables on the liabilities
21 side. All of the storm water in Mercato runs through our basin until it reaches the
22 Coccohatchee river through the north end of the Bay Colony golf course. Because of
23 this they make an annual contribution in support of drainage and water management
24 facilities. We also require them to make a contribution in aid of future construction,
25 between \$100,000 and \$150,000. The catch basins have settled and are about 1 foot
26 lower than elevation was originally. Could use the money contributed by Mercato to
27 help with that since the catch basins are on their side of the road. \$161,000 in non-ad
28 valorem assessments revenue, most of this is from people paying in final week of
29 December. Year to date \$74,000 over budget from original forecast. Interest earnings

1 for one month were \$16,000, Mr. Dorrill pointed out that when doing the budget last
2 year anticipated \$12,000 for the entire year. It is nice to see some miscellaneous
3 revenues of that type. Are about \$36,000 over budget on that revenue for the first 4
4 months. Looking at all the cost centers on income statement, overtime for landscaping
5 is about \$7,000 over budget year to date. This is a reflection of some of the vacancies
6 we've had. Significantly under budget for regular wages. Total expenses for all the cost
7 centers are about \$39,000 under budget year to date. Cash position remains strong.
8 Offering a signing and retention bonus to try and fill those landscaping positions.

9 **The financials were accepted on a MOTION by Mr. Sieperda and a second by Mr.**
10 **Giannetti.**

11 **MANAGER'S REPORT**

12 **A. Pelican Marsh Hardscape**

13 Received a proposed change order for our project. The proposal amount came in about
14 twice what was expected. The contractor submitted a detailed change order at
15 \$248,000 to rebuild the hardscape and signage to match. Have not yet met with the
16 contractor, maybe some things can be done to value engineer and bring down the cost.
17 Feel the proposal was shockingly high and just needs further evaluation and work.

18 **B. Access Control Policy Revisions**

19 Two minor revisions are needed to reflect societal change to the access control and
20 entrance policy. First is recognizing in case of community that many of the properties
21 are owned by a trust, corporation, or holding company. Historically to get into the
22 database and be issued transponders had to be an officer or beneficiary of the trust or
23 corporation, adding spouses in terms of the revision to better accommodate people's
24 situations. The second revision is extending deliveries from any regularly scheduled
25 provider, can occur all 7 days of the week between the hours of 7 a.m. and 10 p.m. **On**
26 **a MOTION by Mr. Minty and a second by Mr. Sieperda the policy changes are**
27 **approved as outlined.**

28 **C. FY 23 Lake Bank Restoration**

29 The fiscal lake bank restoration is scheduled to occur this spring. The equipment was
30 delivered last Saturday, impression starting this week. Work mostly on golf course side,
31 not residential side. Have been conducting the lake bank restoration for the last 10-11
32 years.

1 **ATTORNEY'S REPORT**

2 **A. License Agreement**

3 The revised quit claim deed was sent to the county on March 19, 2023. Got back to Mr.
4 Pires today and advised that staff are still looking at some issues involving the CDD's
5 landscaping in the county right of way. Typically, would have a landscape maintenance
6 agreement, there is not one now. Considering bifurcating the agreement so the quit
7 claim deed can go proceed, and the landscape maintenance contract can be worked on
8 later. Trying to apply for some grant money and will follow up at the next meeting.

9 **ENGINEER'S REPORT**

10 No engineer's report was received at this time.

11 **SUPERVISORS' REQUESTS**

12 **A. Tiburon Focus Group**

13 Mr. Sieperda met with the focus group that met with Ellin Goetz. The group is very well
14 informed of what they wanted. A new form coming up next month will remove the
15 media and leave the jasmine trees in the middle, using some shorter palms and other
16 fan palms. Continuation of the landscape from the gatehouse up to Tiburon Estates
17 little park area near the WCI Sales office. Putting a path along the bank of the pond and
18 going to have a seating area. In Tiburon main focus is the royal palms, going to open it
19 up and make it look simpler so you can see the assets in the landscaping. Next step is
20 to do any revisions, more detailed plans are forthcoming and awaiting price.

21 **PUBLIC COMMENT**

22 Fred Singler, Pelican Marsh at Tiburon thanks the board for addressing the delivery
23 issue. Not sure communication of where the meeting place and time was obvious on
24 the website. Website still stated the meeting was last week so the board may want to
25 look into that. Also, he has a friend in Sawgrass by Jacksonville that had a big issue on
26 speeders and can send the board what they did to address it. It was all done in-house
27 with their community guys.

28 Mr. Dorrill addressed Mr. Singler's comment regarding the meeting place and time, the
29 board is required to advertise their normal meeting process at the beginning of the year.
30 Since last week was spring break and a couple of the board members and staff were
31 out of town sent a blast email to try and advise every one of the meeting changes.

1 Greg Heuter, Tiburon, Esperanza got a notice of the meeting in an email. He met with
2 the board about a year ago to discuss what's going on with the road widenings. Feels
3 people are going to look back and realize shafted. Wants to reiterate that the county is
4 not putting in any landscaping in the medians once the road widening project is
5 complete. Mr. Dorrill states that he's correct. The tax base for North Naples is bigger
6 than anywhere on the west coast of Florida per capita and you've contributed your tax
7 dollars over the course of the last 20 years to landscape median projects throughout the
8 county. The county has realized how expensive it is to maintain so they have
9 constrained their new construction policy to forego landscaping a median until it's
10 widened to its final design.

11 **PRELIMINARY AUDIT PRESENTATION**

12 The Board was provided with a hangout of the annual audit for fiscal year 2022. Nathan
13 Phillips advised that the audit was as of September 30, 2022. The audit was performed
14 with generally accepted accounting standards and included a variety of required
15 documents both on an accrual and modified cash basis with reconciliations. The way
16 District money is being invested and set aside for debt service requirements was also
17 reviewed. As well as fixed assets and what is taken in and off as a result of
18 depreciation. The audit opinion showed that everything was properly stated as of the
19 audit date and the opinion was clean and without modification. The management
20 discussion and analysis were also included as well as the audit report on all items that
21 the auditor general wished to be assured of, as far as any potential issues. The opinion
22 showed that there were no recommendations with internal controls, all protocols were
23 followed. Asset and liabilities at year end showed that there was a total of \$26,220,000,
24 of which \$24,226,000 were noted as infrastructure and fixed capital equipment.

25 In the general fund, \$196,603 was noted in cash and was an increase from the year
26 before, mainly because expenses were less than revenue in 2022. Capital assets were
27 also down slightly due to regular depreciation. Debt service was also noted to have
28 been paid pursuant to the required amortization schedule in accordance with the trust
29 indenture and the debt service monies invested pursuant to Florida statutes. The series
30 12 bonds which were refinanced also followed the amortization schedule. Cash on hand
31 in the debt service fund was \$627,000. Total expenses for the year were \$3,995,000,
32 which is higher than the previous year due to capital projects. The primary portion of
33 which was cost in anticipation of the guard gate facilities project.

34 A separate page titled "Subsequent Events" showed only the payment of debt pursuant
35 to the bond indenture which was refinanced the prior year. There was litigation or

1 disputes that had not been previously disclosed. Budget actual showed that a budget
2 amendment will have to be made for the debt service fund. Mr. Dorrill indicated that the
3 motion that needs to be made is that the Board, at the appropriate time, accept the audit
4 as presented and approve a year-end budget amendment. There were no questions
5 from the Board of Supervisors at this time. **On a MOTION by Mr. Walsh and a second**
6 **by Mr. Minty the audit was accepted as presented and the year-end budget**
7 **amendment approved.**

8 **ADJOURNMENT**

9 The next meeting will be April 19th at 9:00 a.m. **On a MOTION by Mr. Giannetti and a**
10 **second by Mr. Sieperda the meeting was adjourned at *** a.m.**