

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

3                   Regular Meeting of the Board of Supervisors

4                           May 17, 2023

5   The regular meeting of the Pelican Marsh Community Development District Board of  
6   Supervisors was held on Wednesday, May 17, 2023, at 9:00 a.m. at the Pelican Marsh  
7   Community Center, Naples, Florida.

8   **SUPERVISORS PRESENT**

9   Edward Walsh, Chairman

10   Tim Jackoboice, Vice Chairman

11   John Minty, Treasurer

12   Dean Sieperda, Supervisor

13   Robert Giannetti, Supervisor

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   Brent Burford, District Engineer

20   John Hammel, Access Control

21   **PUBLIC COMMENT**

22   Joel Hollinger from Seville, spoke on behalf of the residents of Seville concerning a  
23   serious safety issue affecting the community. Asking for authorization for installation of  
24   a walkthrough gate and paver walkway from area of Seville bordering Pelican Marsh  
25   Blvd. to the sidewalk along the Blvd. to act as a safe exit for pedestrians. Provided  
26   design ideas for the district's approval. Not in district's jurisdiction to approve or  
27   disapprove authorization. Mr. Dorrill will follow up to make sure none of the  
28   improvements are within the road right of way. If in the right of way can approve a  
29   license agreement to put pavers in if needed. **On a MOTION by Mr. Giannetti and a**

1 **second by Mr. Jackoboice drafting of a license agreement approved as outlined**  
2 **should the need arise.**

3 Mel Zon, Watercrest, requests a study be made on Pelican Marsh Blvd. and Bay Laurel  
4 Drive to investigate the cars coming out of Watercrest. Cars typically zoom around that  
5 area and are not visible due to the bend in the road. Mr. Dorrill said the matter will be  
6 referred to staff to work with the civil engineer to see if it meets warrants analysis that  
7 warrants a stop sign in all directions given proximity to guard gate and in-flow traffic, if  
8 so, will bring it back to the board for further discussion.

9 Donna Williams, Muirfield, would like to speak specifically on the lakes in Muirfield.  
10 Irma brought a lot of algae that swept along the banks of the lakes, had CDD remove  
11 them, Ian came and did the same thing, not as severe. The golf course side of the lake  
12 is handled by golf course staff to remove a lot of the algae that float on top of the lake.  
13 Could CDD regularly go along the banks of the lakes to spray to remove it from the  
14 lakes? Residents are advised to send an email when algae issues arise, and the district  
15 will look into removing it.

16 Cheryl Hall, Castillo in Tiburon, volunteers on landscaping committee with three other  
17 people, over past couple years has had residents on the preserve side that notice when  
18 the preserve is sprayed the spraying has been going many feet into the preserve.  
19 There is a line of large demarcation running the length of the preserve. About the first  
20 2/3<sup>rd</sup> of it behind Castillo is very sparse, as you continue around it gets thicker.  
21 Residents are wondering if there's another option. She believes the property manager  
22 spoke with someone but was not sure if there was anything they could do. What time of  
23 year is the spraying done? Aware of the issue, CDD owns the preserve. There are a lot  
24 of legal ramifications regarding doing anything in the preserve. It is a habitat for flora  
25 and fauna. Dead trees can't even be removed. If a tree is dead on the border and is in  
26 danger of causing damage to the structures, we are allowed to cut it down but the cut  
27 down material needs to be left in place. Will find out if an exception can be made, spray  
28 invasive plants in the entire preserve twice a year, certain plants are not allowed to be  
29 sprayed.

### 30 **ROLL CALL/APPROVAL OF AGENDA**

31 All supervisors were present for the meeting.

32 **On a MOTION by Mr. Sieperda and a second by Mr. Minty the Agenda was**  
33 **approved.**

1 **APPROVAL OF MINUTES APRIL 2023**

2 Page 2, lines 2-5, Anita's last name spelled 'Lin'. Should read 'sidewalk on Bay Laurel  
3 Drive leading to the exit gate into Galleria shopping area'. Replace 'Mr. Minty' with 'Mr.  
4 Vanover'.

5 Page 2, lines 10-11, replace '\$60,000' with '\$160,000'. End sentence after '\$160,000'.

6 Page 2, line 26, replace 'Mr. Minty' with 'Mr. Vanover'.

7 Page 4, line 10, add at the beginning 'plan is to have a' before 'small'.

8 **The Minutes were accepted with these changes on a MOTION by Mr. Sieperda and**  
9 **a second by Mr. Minty.**

10 **MARCH FINANCIALS**

11 This is the mid-year financials as of March 31. The district had \$3,750,000 cash. Under  
12 current assets, policy driven reserves are fully funded as part of that at \$1.4 million.  
13 There was \$73,000 in payables. On income statement, \$64,000 in non-ad valorem tax  
14 assessments were received for the month before becoming delinquent, will see some  
15 also in next month. Year to date revenues are approaching 95%, equaling \$4,068,000.  
16 The total revenues year to date are helped and driven by interest income, almost  
17 \$55,000 over the original forecast. \$13,000 was received in March alone. Expense  
18 side, slightly over budget year to date partly because the insurance premiums are  
19 prepaid for the entire year and some of the purchases are seasonal. County raised  
20 irrigation water rates so almost \$12,000 over budget on irrigation, total budget for the  
21 year is \$120,000. As we get into the rainy season not buying as much so should taper  
22 off in the second half of the year. The district remains under budget on salaries for  
23 landscape crew and year to date on access control crew. Total operating expenses  
24 were \$14,000 over budget, this however is not alarming.

25 **MANAGER'S REPORT**

26 **A. FY 2024 Budget Review**

27 Today is step 1 of a 2-part process, statute requires approval of the tentative budget  
28 and the setup of a final public adoption hearing later in the summer. Also requires a  
29 copy of the tentative budget be sent to the Board of County Commissioners. The  
30 overall budget is unremarkable. It does not require an assessment increase. Total  
31 revenues are slightly down, which is the function of spending less on major capital  
32 improvements. The capital improvement budget decreases next year to \$750,000 for  
33 major spending on the revenue side. We are promoting slightly more aggressive  
34 interest earnings next year. The year-to-date forecast is \$140,000 in interest, originally

1 budgeted \$12,000 for the entire year. Spending some of the cash on capital side for the  
2 guard gates, next year's projection is \$100,000. We programmed 5% increases in  
3 anticipation of a cost-of-living increase for the workforce, which will keep us in a  
4 competitive position. Total operating expenses next year are up in recognition of the  
5 cost-of-living increase. Going from \$3.55 million to \$3.6 million next year, the increase  
6 overall is \$146,000. On the capital side, continue to make an annual \$500,000  
7 contribution into the capital reserve fund. The increase was implemented two years ago  
8 to create a capital reserve for spending on necessary improvements. Lake restoration  
9 program remains funded next year to address lake bank erosion and escarpment.  
10 Important to recognize there are no major landscape renovations that are contemplated  
11 for next year but the gate and related hardscape for new signage is funded at amount of  
12 \$250,000 that will address three entrances and signage to the Pelican Marsh side as  
13 well as conceptual drawings for the entrances at Tiburon. Total expenses overall are  
14 about half a million less than the current year. Total assessable units remain  
15 unchanged at \$2,949. Overall assessments for maintenance and operations are as  
16 competitive as any in town. Final adoption hearing will be scheduled as part of regular  
17 meeting on July 19, 2023. **On a MOTION by Mr. Minty and a second by Mr.**  
18 **Sieperda the tentative budget is approved, a public adoption hearing is set for**  
19 **July 19, 2023.**

## 20 **B. CDD Voter Counts**

21 There are 3,309 active registered voters within the legal boundaries of the district.

## 22 **C. Tiburon Landscape Renovations**

23 The plans for the bid are attached. A little hard to decipher but are getting some pricing.  
24 Have been done in conjunction with the landscape architect. Mr. Walsh made some  
25 comments that the landscape architect, focus group, and a point person from Tiburon  
26 are all involved. Some residents from Norman Estates are present and want to speak  
27 about the design that was signed off on by the focus group. Mr. Walsh doesn't want to  
28 get into a discussion at this meeting on the details of what is wanted to be put into the  
29 landscape. He suggests they speak with the landscape architect and the focus group at  
30 the conclusion of this meeting to figure out what they want to do and bring it back to the  
31 board. The boards only concern with the landscape design is it needs to be  
32 maintainable and look good.

## 33 **D. Gate House Update**

### 34 **a. Contract**

35 The gatehouse replacement project is on schedule, the vertical walls are up on the  
36 Vanderbilt beach entrance. The current month's draws were \$42,000 and there are  
37 currently no change orders on the project. The cost for the entire project remains

1 unchanged at \$1,492,000. The total payments so far have been about \$200,000.  
2 Approximately \$1,250,000 remains for the rest of the project.

### 3 **b. Access Control Upgrade/Construction**

4 Replacement hardware and equipment listed is for access control and upgrades at all  
5 three entrances. The current total is \$122,529 which includes a new kiosk, cameras,  
6 poles, associated installation, and loop detectors. The cost ended up being about  
7 \$40,000 per guard house. There are some additional associated costs with the  
8 software side. The total cost is \$2,480 for software upgrades and the enhancements  
9 discussed last year are \$31,896. There are also some additional options that total  
10 \$31,117. Slightly less than last month because we have reduced the number of loops  
11 that are needed for the pavement.

12 Dr. Bill King, Tiburon, does the interface upgrade just pertain to the gatehouse for the  
13 main communities and not to the individual HOAs? Correct, this just gets residents into  
14 Pelican Marsh.

15 **On a MOTION by Mr. Jackoboice and a second by Mr. Giannetti the budget**  
16 **amendment is authorized in recognition of costs to be expensed this year.**

### 17 **E. Pelican Marsh Hardscape**

18 The plans have been prepared. Mr. Minty has reviewed the plans. The design was  
19 done by Outdoor Productions. They've taken it to design development and are ready to  
20 draft it into working drawings for permitting. Using the substrate of the existing signage  
21 but changing the tops and the base, middle will be re stuccoed and the individual letters  
22 will be backlit. There is a separate drawing for each of the entrances.

### 23 **F. Holiday Lights**

24 Need a review and approval of the fiscal 2024 holiday lighting. The costs have  
25 increased slightly, trimmers holiday design and decorating has been the districts vendor  
26 for the last 20 years or so. The cost for all three Pelican Marsh entrances is \$18,500  
27 and cost for the two entrances on the Tiburon side is \$20,000, which also includes the  
28 Galleria. The total combined cost is \$38,500. **On a MOTION by Mr. Giannetti and a**  
29 **second by Mr. Minty the holiday light contract is approved.**

### 30 **G. Concrete Repairs/Striping**

31 The cost for the concrete repairs is higher than originally budgeted. Making good  
32 headway, a lot of the valley gutters are lifting, some areas in Tiburon have settled  
33 creating lakes, the district is starting to address much more than the sidewalk. These  
34 are all areas that need to be fixed. Bid was done last year, the price is the same.

1 \$54,880.50 is the total cost. The vendor is County Concrete and Asphalt Construction.  
2 **On a MOTION by Mr. Sieperda and a second by Mr. Jackoboice the concrete**  
3 **contract is approved.**

4 With regard to the road striping, the paving schedule is starting next year. The district is  
5 spending between \$250,000 and \$300,000 on paving next year. Will not get to some of  
6 the district's roads for the next 4 to 5 years. The plan is to restripe the roads that won't  
7 be repaved right away to keep them looking fresh in the meantime. These roads  
8 include Pelican Marsh Blvd., Bay Laurel Drive, Galleria Drive, and Tiburon Drive. The  
9 cost associated with the restriping is \$11,000. **On a MOTION by Mr. Giannetti and a**  
10 **second by Mr. Minty the striping contract is approved.**

11 Jerry Carbone, does the striping contract include the road reflectors as well? Yes. Ok  
12 good, Mr. Carbone suggests making one side white and the opposite side red to thwart  
13 confusion. The board will take a look at that.

#### 14 **ATTORNEY'S REPORT**

##### 15 **A. Goodlette Rd Landscape Maintenance Agreement**

16 Mr. Pires suggested in an email today that Mr. Minty, Mr. Vanover, Mr. Dorrill and he all  
17 meet with the county attorney's office, the transportation people, the real property  
18 people, and maybe the manager's office together as a way to resolve the Landscape  
19 Maintenance Agreement.

##### 20 **B. Patio Extension Oak Trees**

21 Ms. Garber was here at the last meeting talking about her patio extension and whether  
22 an encroachment on the district's easement was needed. Not going into the district  
23 easement. If she wants to put landscaping behind the patio, she will be encroaching in  
24 the easement. There will be a stipulation that she will need to first remove the oak trees  
25 from the easement prior to adding any landscaping after completion of the patio  
26 extension.

##### 27 **C. FEMA Public Road Issue**

28 A letter has been sent to FEMA informing them the district roads are considered public  
29 roads. Seeking between \$120,000 and \$130,000 in a claim to FEMA for fixing damage  
30 to the district's roads due to Hurricane Ian. The letter was needed because FEMA was  
31 under the impression that the district's claim was not related to public roads.

#### 32 **ENGINEER'S REPORT**

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

1 **SUPERVISORS' REQUESTS**

2 **A. Expansion of Vanderbilt, Goodlette, Airport Rd. Landscaping**

3 Mr. Giannetti met with Commissioner Hall yesterday to discuss the landscaping issue  
4 on Vanderbilt, Goodlette, and Airport roads. Various other communities in those areas  
5 were also part of the meeting. It was a collaborative meeting to find out what was going  
6 on and how to solve the landscaping issue. Roads were supposed to be finished years  
7 ago; the project kept getting pushed back. During that time the county decided to halt  
8 expansion of landscape beautification. No landscaping is planned for any of those  
9 roads so they will end up looking like highways.

10 **B. BCC Discussion Mtg. 5/23 on TDC Funding**

11 Commissioner Hall is meeting with the Board of County Commissioners to discuss the  
12 issue that the money was already approved for the road projects years ago, before the  
13 2019 decision to halt landscape beautification on the roadways. He will also bring up the  
14 tourism that occurs in that area. He will try to champion the cause for us. If not  
15 successful, will look at the tourist tax money to fund the landscaping. Mr. Giannetti will  
16 stay on top of that decision.

17 **PUBLIC COMMENT**

18 Mel Zon, Watercress, was told this new plan is going to block the Vanderbilt entrance  
19 from going left, will have to go right and go all the way to Goodlette to make a U-turn in  
20 order to go East. The State has very firm requirements when it comes to traffic lights.  
21 Pushing to get a turn set up on Vanderbilt.

22 Paul Madry informed the board that the County has decided to put in a U-turn at  
23 Vanderbilt Beach Road prior to the Goodlette Frank intersection.

24 Donna Williams, Muirfield, question regarding the U-turn before Goodlette frank. When  
25 coming out of the entrance and forced to make a right, very difficult as it is to turn right,  
26 if they expand it another lane and put that turn out there, she doesn't see how people  
27 are going to be able to turn left and manage to get to that turnaround. That's very  
28 dangerous. Solution, go out the Galleria exit instead.

29 Lou Petty, Tiburon, at the meeting yesterday they also indicated they're going to put a  
30 no U-turn at Goodlette.

31 Mr. Gianneti clarified for those present that in terms of the County's construction plans  
32 for the roads, the Vanderbilt design is completed, construction start date is April 2024  
33 with a completion date of March 2026. For Airport Pulling, working on plans now,  
34 finishing permits, etc. and final plans should be done by March 2025, construction

1 scheduled to start October 2025, with a completion date of March 2027. Finally for  
2 Goodlette Frank, looking at hiring a design consultant in the next 6 months, once they  
3 get the design will look at the bridge to make sure it is structurally sound, completion  
4 date is 2028.

5 **ADJOURNMENT**

6 The next meeting will be June 21, 2023 at 9:00 a.m. **On a MOTION by Mr. Giannetti**  
7 **and a second by Mr. Jackoboice, the meeting was adjourned at 10:17 a.m.**