

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

3       Public Hearing and Regular Meeting of the Board of Supervisors  
4                           July 19, 2023

5       The public hearing and regular meeting of the Pelican Marsh Community Development  
6       District Board of Supervisors was held on Wednesday, July 19, 2023, at 9:00 a.m. at the  
7       Pelican Marsh 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      No public comment was received at this time.

23      **ROLL CALL/APPROVAL OF AGENDA**

24      All 5 supervisors were present at the meeting in person.

25      **On a MOTION by Mr. Giannetti and a second by Mr. Minty the agenda was**  
26      **approved.**

1 **A. Employee Service Awards**

2 The board recognizes Jose Garcia for his service to the district since 1997, Walter for  
3 serving the district since 1998, Celestino for serving the district since 2000, Adrian for  
4 serving the district since 2001, and Gary for serving the district since 2002. Plaques  
5 and bonus checks were distributed to each of these employees in honor of their  
6 continued service to the district.

7 **FINAL APPROVAL AND ADOPTION OF PROPOSED FY 2024 GENERAL FUND AND**  
8 **DEBT SERVICE BUDGET**

9 The budget for 2024 is \$4,999,450. The non-ad valorem assessments and the rate will  
10 remain unchanged from the prior year amounting to \$4,272,450, should also note  
11 miscellaneous revenues for next year will be just in excess of \$100,000 with shard cost  
12 agreements in place with NCH and Mercato. In addition, the debt service budget  
13 assessment levy for the Galleria Shops and the residential community within Tiburon is  
14 \$4,000,903, with \$493,280 in assessments. The total debt service budget is \$496,526.  
15 There is a principal and interest schedule, the district makes a substantial principal  
16 reduction payment every November, in addition the interest rate on the bonds is 2.41%  
17 interest and interest payments are made in May and November. There's a second  
18 schedule for the individual assessments range from a high of \$2,573 and \$1280-\$1496  
19 and the multi-family communities are priced at \$836 for the debt service assessment for  
20 the coming year.

21 **PUBLIC COMMENTS**

22 Todd Holberg, Portofino – the district raised the annual assessment a couple years ago  
23 to fund the new entrances, will it go down in the future? Mr. Walsh stated that he hopes  
24 so but doesn't see it happening in the foreseeable future. The gate houses must be  
25 completed, paving has to be done, they are looking at assessing a road issue on  
26 Oakmont that is going to be quite a lot of money, and have to replace all the bridges,  
27 they are also unsure of what will come up in the future. There was no reserve in place  
28 for long-term projects.

29 **A. Resolution 2023-2 Adopting the General and Debt Service Budget for FY 2024**

30 There will be two motions today, the first will be a resolution adopting the final general  
31 and debt service fund budgets for fiscal year 2024, this will be resolution 2023-2.

32 **On a MOTION by Mr. Minty and a second by Mr. Giannetti resolution 2023-2 is**  
33 **approved.**

1 **B. Resolution 2023-3 Adopting the Levying of a Debt Service and Maintenance**  
2 **Assessment for FY 2024**

3 The next motion is resolution 2023-3, which is a resolution of the board levying a debt  
4 service and maintenance assessment within the Pelican Marsh Community  
5 Development District for fiscal year 2024 that includes the assessment role.

6 **On a MOTION by Mr. Jackoboice and a second by Mr. Sieperda resolution 2023-3**  
7 **is approved.**

8 **ADJOURN**

9 That concludes the budget hearing, the regular meeting will now reconvene.

10 **APPROVAL OF MINUTES JUNE 2023**

11 Pg 3, line 31 – replace ‘Hammil’ with ‘Hammel’.

12 Pg 2 line 28 – replace ‘excess’ with ‘access’.

13 **The minutes were accepted on a MOTION by Mr. Giannetti and a second by Mr.**  
14 **Sieperda.**

15 **FINANCIALS**

16 These are the 7<sup>th</sup> month financials through May 31. The district had \$3.3 million in cash  
17 at end of the month, \$1,751,000 was in the operating account and \$1.5 million was in  
18 the capital reserve account which is the principal source of funds for the guard gate  
19 project and the Tiburon landscape renovations. Reserves are for contingency and cash  
20 flow. \$240,000 in payables outstanding at months end and \$40,000 in non-ad valorem  
21 assessments were received, these would have been delinquent. \$13,500 in interest  
22 was collected in one month making the total revenue collected for the month \$56,206  
23 and the total revenue collected year to date \$4,207,000. On the expense side, slightly  
24 over budget, year to date about \$29,000 over budget which speaks to the County rate  
25 increase for irrigation water and special market rate payment adjustments made earlier  
26 in the year. Capital spending was a little over budget because the start of the guard  
27 gate replacement project was continued. The total expenditures remain under budget  
28 overall.

29 **The financials were accepted on a MOTION by Mr. Minty and a second by Mr.**  
30 **Giannetti.**

1 **MANAGER'S REPORT**

2 **A. Guard House Update**

3 Progress has been fair; Vanderbilt is completely dried in, and all associated internet and  
4 security lines are installed. The drywall should be finished today, and stucco should be  
5 started next week. The duct work and mechanicals are being installed.

6 **B. Pelican Marsh Hardscape**

7 Hardscape plans were completed for the entry signage at all three entrances. Mr.  
8 Dorrill hopes to have an actual proposal next month and will have a price to share at the  
9 next meeting.

10 **C. Collier County Grant of Easement - Vanderbilt/Bay Laurel**

11 There is a temporary grant of easement requested by Collier County, this is in  
12 anticipation of the County 6-laning Vanderbilt Beach Road. The County will restripe the  
13 pavement within the road right of way and outside of the road right of way on district  
14 property to delineate that the left bound lane will no longer be available, there will be a  
15 right turn only coming out of Oakmont. This is a good will issue on our part, looking to  
16 get a full U-turn Lane before you get to Goodlette Road which is supposed to be in the  
17 final plans, coordinated with real property staff at the County, recommending they  
18 entertain a motion to authorize chairman to execute the agreement.

19 **On a MOTION by Mr. Minty and a second by Mr. Sieperda the chairman is**  
20 **authorized to execute Collier County's temporary grant of easement agreement.**

21 Paul - Previous discussions stated the County was not going to add any landscaping to  
22 Vanderbilt following the 6-laning. Mr. Dorrill stated that the County revised their policy  
23 back in 2019 regarding urban area landscaping because it became very expensive, he  
24 and a coalition of adjacent residential communities have petitioned the new County  
25 Commissioner Mr. Hall. Mr. Hall brought the communities' concerns to the Board of  
26 County Commissioners' last County Commission meeting, it is their intent to reopen the  
27 matter for discussion. The final plans will include conduit or sleeves underneath the  
28 pavement so they will have the ability to come back later to install irrigation lines.

29 Todd Holberg, Portofino, commenting that they are widening Vanderbilt and they are  
30 going to remove the median, correct? Mr. Dorrill informed him that the remaining  
31 median will be very narrow.

1 **D. Oakmoss/Sweetgrass Settlement Repair PSA**

2 Follow up of a conversation started last month. There is a drainage and catch basin  
3 conveyance failure occurring in Oakmoss and Sweetgrass, there are inlets and catch  
4 basins on either side of the roadway there that are moving water to the nearest lake  
5 back towards the East, there has been some failure and deflection in the pipe, could  
6 cost up to half a million depending on what is found. Requested a professional service  
7 agreement from Johnson Engineering to do the preliminary evaluation and design and  
8 that has been executed, Mr. Dorrill will check to see if the scope of the work includes  
9 construction drawings.

10 **E. AJC Associates Assessment Roll Services**

11 Since we don't levy an ad valorem tax, levy a flat rate of assessment based on a  
12 methodology report, requires work to keep current the assessment roll which is a list of  
13 thousands of parcel IDs and numbers that must be in a format consistent with the  
14 property appraiser and tax collector, after today Mr. Dorrill will send them our  
15 spreadsheet that will merge into the tax bill and be depicted as a separate assessment  
16 roll. The person that has been handling that for the last 30 years is retiring at the end of  
17 the fiscal year, his staff is developing some internal abilities within the accounting side  
18 of his office to assume the responsibility for the debt service roll and will have a  
19 proposal for the board to consider in September.

20 **ATTORNEY'S REPORT**

21 **A. Goodlette Frank Road Bridge**

22 Finalized the form of the quit claim deed, the form of the grant of easement, and the  
23 form of the landscape maintenance agreement. Mr. Pires delivered them yesterday to  
24 the assistant County Attorney handling it, their goal is to have the item on the next  
25 County Commission meeting. That will hopefully be finalized after next Tuesday.

26 **B. Portofino Non-Encroachment Agreement**

27 Non-encroachment agreement is drafted, the gentleman that requested the remodel at  
28 the last meeting is out of town and will sign the agreement along with the Chairman  
29 when he returns.

30 **ENGINEER'S REPORT**

31 No engineering report was received at this time.

1 **SUPERVISORS' REQUESTS**

2 **A. 90 Day Access Control Improvements**

3 Mr. Hammel has been assessing the district's access control operation and presented  
4 his findings to the board as to what can be modified. He has identified 8 different areas  
5 that can be improved.

6 **PUBLIC COMMENT**

7 Mel – wondering if the study is going to start on the request for a stop sign at the  
8 watercress entrance. Mr. Walsh informed him that yes, going to have the engineers  
9 come in and do a study, will bring it up to the board as we get into the fall.

10 **ADJOURNMENT**

11 The next meeting will be August 16, 2023, at 9:00 a.m. **On a MOTION and a second,**  
12 **the meeting was adjourned at 9:56 a.m.**