

Naples, Florida, February 12, 1975

LET IT BE KNOWN, that on this date the Pelican Bay Improvement District Board met in regular session at 4:30 p.m. on this date with the following members present:

PRESIDENT: Salvatore Scuderi  
TREASURER: Viola Barclay  
SECRETARY: Douglas Brown  
Chet Lanning  
Robert Diefenthaler

ALSO PRESENT: Virginia Magri, Recording Secretary; Mr. Werner Buntmeyer, Vice President, Coral Ridge-Collier Properties; Mr. Jim Smith, Attorney for Coral Ridge Properties, Inc.; Mr. Donald Rhodes, Attorney for Pelican Bay; Harmon Turner, Consulting Engineer and Commissioner Russ Wimer.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes of prior meetings
- IV. Attorney fee
- V. Bond for Treasurer
- VI. Budget
- VII. Fee for Harmon Turner
- VIII. Public disclosures for Board Members
- IX. North Naples Sewer District
- X. Professional Engineer for District
- XI. New Business

MINUTES OF JANUARY 8 & 24, 1975 - APPROVED AS PRESENTED

Mr. Lanning moved, seconded by Mr. Brown and carried that the minutes of January 8 & 24, 1975 be approved as presented.

FEE SET FOR ATTORNEY FOR DISTRICT

Recalling that at the meeting of January 24, 1975, \$50.00 an hour had been recommended by the Board as the fee for the Attorney for the District, Mr. Scuderi entertained a motion that this be approved.

Mr. Lanning moved, seconded by Mr. Diefenthaler and carried, that the attorney be hired on the basis of \$50.00 per hour.

BOND FOR TREASURER VIOLA BARCLAY - APPROVED

Mr. Scuderi reported that he had received a call from Mr. John Hill of Rogers, Moon & Townsend, Accountant for the District, stating that a \$10,000 bond for Mrs. Barclay would run \$100 per year and noted that this is the standard bond used.

Mr. Buntmeyer said it might be advisable for the protection of the Board and for the Treasurer to have the \$10,000 bond and stated that he had no objections.

Mr. Diefenthaler moved, seconded by Mr. Lanning and carried, that Mr. Hill be authorized to obtain the \$10,000 bond.

BUDGET

As requested in the meeting of January 24, 1975, Mr. Buntmeyer presented an estimate for a budget for an eight month period from February 1 through September 30, 1975, noting that this would be an interim budget until the beginning of the fiscal year.

PROPOSED BUDGET  
PELICAN BAY IMPROVEMENT DISTRICT  
February 1, 1975 - September 30, 1975

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EXPENSES

1. Meeting expenses	\$ 4,500.00
2. Office expenses	800.00
3. Secretarial expenses	400.00
4. Attorney's fees	2,400.00
5. Consulting Engineer's fees	3,000.00
6. Accounting services	1,200.00
7. Miscellaneous expenses	2,000.00
8. Contingencies	<u>700.00</u>
TOTAL	\$15,000.00

INCOME

Coral Ridge Properties, Inc. will pay to the District each month the amount that has been approved for payment by the Supervisors against the budget.

EXPLANATION TO BUDGET EXPENSES

PELICAN BAY IMPROVEMENT DISTRICT

1. Meeting Expenses.

This is based on five Supervisors at \$500 per month which equals \$4,000, plus \$500 for incidental expenses \$ 4,500.00

2. Office expenses.

This is an estimate to cover any and all things from stationery to seals, pencils, etc. 800.00

3. Secretarial expenses.

It is assumed that the Board may continue to use the services of the County. The amount shown is based on \$50 per month. 400.00

4. Attorney's fees.

The \$2,400.00 shown for eight months anticipates a charge of \$300 per month. At \$50 per hour, this would mean six working hours. If the hourly rates exceed this amount at the present time, it would be advisable to hire the attorneys on a retainer basis. 2,400.00

5. Consulting Engineer's fees.

This amount is an estimate as the fees for Mr. Turner's services on an hourly basis have not been determined as yet. The amount shown could also include the placing on a retainer of an engineering firm still to be hired. 3,000.00

6. Accounting services.

This estimates the firm hired by the District will charge \$150.00 per month. Presently, this would be rather high an amount for the amount of work to be done. 1,200.00

7. Miscellaneous expenses

AND

8. Contingencies

ARE SELF-EXPLANATORY

Mr. Buntmeyer stated that this budget would give some guidelines and noted that if there is something not foreseen, additional coverage could be made with an amendment to the budget.

Mr. Lanning moved, seconded by Mr. Brown and carried, that the budget be adopted as presented by Mr. Buntmeyer.

FEE FOR CONSULTING ENGINEER DEFERRED UNTIL NEXT MEETING

Mr. Scuderi suggested that this agenda item be deferred until the next meeting so that Mr. Lanning and Mr. Turner could meet for consultation regarding fee.

PUBLIC DISCLOSURES FOR BOARD MEMBERS - MR. RHODES TO RENDER LEGAL OPINION AT NEXT MEETING

Mr. Scuderi said that he had reviewed the Public Disclosure Bill and felt that the Board should comply, but asked Mr. Rhodes to give his opinion of this at the next meeting.

NORTH NAPLES SEWER DISTRICT - DISCUSSED

Commissioner Wimer approached the Board and asked them if they would be receptive to the idea of the Pelicay Bay District and Sewer District "A" combining efforts and building one sewer treatment plant. Commissioner Wimer added that bids for the system were being received today (February 12, 1975), but in the event that for some reason the

contract was not awarded, he would like to know the feelings of the Boards regarding his proposal.

Agreeing that Commissioner Wimer's idea had a lot of merit, Mr. Buntmeyer said that the first thing for the District to do would be to have the engineering firm that the District hires determine what is good for the District and how it can be done; and that when it then is determined that a sewer plant can be built on the property, a comparison will have to be made.

Mr. Scuderi told Commissioner Wimer that it would be considered at the appropriate time, and if it were feasible, he did not see any problem in a joint effort.

PROFESSIONAL ENGINEER FOR DISTRICT - COMMITTEE APPOINTED TO REVIEW PROPOSALS

Mr. Turner reported that 12 proposals had been received from engineering firms; and that acknowledging letters had been sent to interested parties advising them that after the proposals had been reviewed, they would be notified of the results. He said that the next step was to determine the qualifications of these firms that have submitted their proposals and that this should be based on:

- a) the firm's qualification
- b) qualifications of personnel within the firm
- c) past record of the firm in this type of work and their experience, and
- d) qualifications of the person that may be in charge of this project.

Location of the engineering firm's office and statements of projects that they are involved in now should also be considered, he added.

Mr. Turner suggested that a committee be appointed to review these applications, adding that it is desirable to have professional persons do this. Further commenting, Mr. Turner said that after the proposals are reviewed, the top three are selected who best meet the qualifications and they should be presented to the Supervisors to negotiate with or they could have the committee do this. He further noted that the engineering firm would have to work with the developer and this should be considered in the selection.

Mr. Turner suggested that the Board appoint a review committee and then hold a special meeting so that the committee could present their recommendations.

Size of proposed committee was discussed and Mr. Buntmeyer said that if the committee widens out it might be advisable to have an engineer from Collier Ridge on the committee but added that he would be completely agreeable to whatever Mr. Turner suggested. Mr. Lanning said that he sees an advantage of having an engineer of Collier Ridge on the committee if it can be arranged.

Following discussion Mr. Brown moved, seconded by Mr. Diefenthaler that Mr. Turner and Mr. Stanley Hole, P. E. be appointed for the committee to review the proposals. Mrs. Barclay commented that she would like to see more input and Mr. Lanning said he would definitely want an engineer from Collier Ridge on the committee. Mr. Brown rephrased his motion to include Mr. Turner, Mr. Hole and an engineer from Collier Ridge. Mr. Diefenthaler amended his second. Mr. Buntmeyer advised the Board that an engineer from Collier Ridge could be made available to them for consultation without actually serving on the

committee. Messrs. Brown and Diefenthaler withdrew their former motion and second and Mr. Brown moved, seconded by Mr. Diefenthaler and carried, that Mr. Turner and Mr. Hole serve on the committee and use their own discretion to have an engineer from Collier Ridge if they so desire.

Mr. Scuderi advised Mr. Turner to let him know when the committee had their report ready and at that time he would call a special meeting if necessary.

BILLS APPROVED FOR PAYMENT

Treasurer Viola Barclay reported that a statement from Mr. Hill shows a balance of \$338.70 and the following unpaid bills:

Secretarial	\$ 14.65
Naples Daily News	11.00
Naples Daily News	1.50
Stationery	104.84

Mr. Lanning moved, seconded by Mr. Brown and carried, that the aforementioned bills be paid.

MR. DIEFENTHALER AUTHORIZED TO SIGN CHECKS IN ABSENCE OF MRS. BARCLAY

Mrs. Barclay suggested that another signature be authorized to sign the checks in the event she is unavailable.

Mr. Lanning moved, seconded by Mr. Brown and carried, that Mr. Robert Diefenthaler be authorized to sign the checks in the event that Mrs. Barclay is unavailable. Mr. Scuderi said arrangements would have to be made to have Mr. Diefenthaler bonded.

Pelican Bay Improvement District  
February 12, 1975

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PETTY CASH FUND APPROVED FOR MR. BROWN

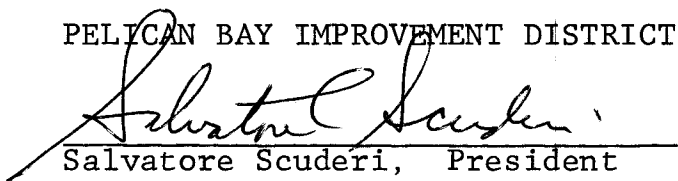
Mr. Lanning moved, seconded by Mr. Diefenthaler and carried, that a petty cash fund of \$20.00 be made available for Secretary Douglas Brown for the purpose of buying stamps or whatever he might need.

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There being no further business Mr. Lanning moved, seconded by Mr. Brown and carried, that the meeting be adjourned at 5:25 p.m.

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PELICAN BAY IMPROVEMENT DISTRICT

  
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Salvatore Scuderi, President