

Naples, Florida, October 15, 1980

LET IT BE KNOWN, that the Pelican Bay Improvement District met on this date in Regular Session at 4:30 P.M. in Building "F" in the Collier County Courthouse complex with the following members present:

PRESIDENT: Salvatore Scuderi
SECRETARY: Douglas Brown

Stanley Brooks
Harmon Turner

TREASURER: Elinor Wenzel - Absent

ALSO PRESENT: Gary Moyer, District Manager; James Ward, Assistant to the District Manager; Fred Biery, Post, Buckley, Schuh & Jernigan; Messrs. Obley, Caldwell, Penn, Story, Hoegsted, Penn and Dillon, Coral Ridge-Collier Properties; Jerry Eckert, Post, Buckley, Schuh & Jernigan and Jean Swindle, Recording Secretary.

AGENDA

1. ROLL CALL
2. APPROVAL OF MINUTES OF MEETING HELD SEPTEMBER 17, 1980
3. DISCUSSION OF AUDITORS FOR FISCAL 1979-1980 AUDIT
4. ENGINEERING RELATED MATTERS
 - a) Discussion of Wellfield expansion program
 - b) Status of construction
 - c) Certificates for Payment
5. REQUEST TO ADVERTISE FOR BIDS - Maintenance of Pelican Bay Blvd.
6. SUPERVISORS' REQUESTS AND AUDIENCE PARTICIPATION
7. MANAGER'S REPORT
8. ATTORNEY'S REPORT
 - a) Opinion on expenditure of public funds
9. TREASURER'S REPORT
10. APPROVAL OF INVOICES
11. ADJOURNMENT

ROLL CALL

President Scuderi called the meeting to order and asked the record show all members of the Board present with the exception of Ms. Wenzel.

MINUTES OF SEPTEMBER 17, 1980 - APPROVED AS PRESENTED

Mr. Turner moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the minutes of September 17, 1980 be approved as presented.

ROGERS, MOON & TOWNSEND, CPA SELECTED TO DO 1979-1980 AUDIT FOR THE DISTRICT

As requested by President Scuderi, Mr. Moyer opened the discussion regarding the selection of auditor to do the District's auditing work for the fiscal year 1979-1980 operations. He reported he had had a meeting with Mr. John Hill of Rogers, Moon & Townsend, CPA at which time Mr. Hill explained the reason for the high fee charged the District for the fiscal year 1978-1979 audit was as follows:

1. 1978-79 was the first year of bond activity and as such required additional time on the auditor's part to properly format the expenditures from the Construction Trust fund along with the correct representation of all transactions within the bond fund.

Mr. Moyer stated that Mr. Hill had indicated this year's audit would be somewhat less than \$6,000 - estimating the figure to be somewhere between \$3,000 and \$3,600 depending on the amount of time necessary to again format the District's report according to recent changes in the federal government requirements.

Following discussion, Mr. Turner moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the auditing firm of Rogers, Moon & Townsend, CPA be employed to do the District's 1979-80 audit.

Pelican Bay Improvement District
October 15, 1980

POST, BUCKLEY, SCHUH & JERNIGAN AUTHORIZED TO PROCEED WITH PLANS; SPECIFICATIONS AND BIDDING FOR WELLFIELD EXPANSION AS PRESENTED

Mr. Fred Biery, at the Board's request of last meeting, reviewed the following Post, Buckley, Schuh & Jernigan wellfield expansion program together with the Summary of Costs and the Supply-Demand forecast:

Reference: Pelican Bay Wellfield

Dear Mr. Scuderi and Board:

In accordance with the Board's request, we have completed a detailed analysis of the Pelican Bay Wellfield and projected water demands to provide recommendations for an expansion program.

The present wellfield capacity is approximately 1.3 million gallons per day (MGD). The average water demand should reach this level between mid-1982 and late 1984. However peak demands could exceed the wellfield capacity during the upcoming dry season. (Note: These demands do not allow for retaining one well as a stand-by to decrease the drawdown effects on the wellfield.)

We also reviewed our original design calculations regarding the capacity of the existing 12-inch raw water main. With no modifications to the wellfield pumping system, the effective capacity of the pipe coincides with the present wellfield capacity. Therefore, the construction of additional wells, alone, will not substantially increase the raw water main capacity, but would spread the withdrawal over a wider area. The pipeline capacity may be expanded by constructing a parallel watermain and/or adding a booster pumping station to the existing main to increase the operating pressure of the system. You will recall that this was the original master plan for raw water supply.

To satisfy the projected demands, we recommend that three additional wells and a booster pumping station be constructed to increase the effective capacity of the wellfield system to approximately 2.8 MGD. These modifications should meet the projected demands until 1991, at which time the last three production wells should be placed into service.

The wellfield is presently permitted for withdrawals of 2.07 MGD (average) and 3.48 MGD (peak). Our projections indicate the demand will reach this level by the end of 1987. This allows time for data collection to substantiate an application for increased withdrawal rates (approximately 1985) and to indicate ultimate safe wellfield capacity.

To determine the best method of increasing the capacity of the water main system, several factors were considered: Initial construction cost; maintenance cost; and useful life of the system.

The difference in initial construction costs for the two alternatives is so great that the other factors become relatively unimportant. A 16 inch parallel raw water main would cost approximately \$950,000 as compared to approximately \$90,000 for a booster pumping station, with the ultimate capacities being about equal.

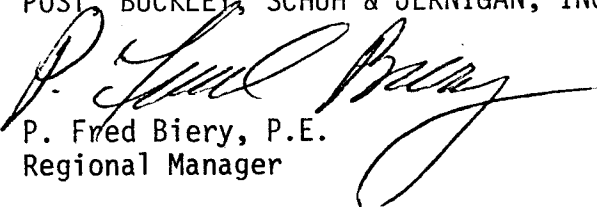
Also investigated was the drilling, casing and capping of the final three wells as recommended construction is carried out. This would allow rapid increase of wellfield supply if demand exceeds projected growth rates. The cost to construct these additional wells is likely to continue increasing. Current estimated costs are \$12,000 per well (\$36,000 total). The decision to perform this work depends on financial conditions, both present and anticipated.

As stated in my letter of September 15, 1980, we also recommend that run time meters on each well pump, a master meter on the raw water main and flow meters for the unmetered irrigation zones be purchased and installed to allow more accurate determination of the status and most efficient use of the system.

Attached is a summary of the estimated costs for the recommended improvements.

Very truly yours,

POST, BUCKLEY, SCHUH & JERNIGAN, INC.



P. Fred Biery, P.E.
Regional Manager

SUMMARY OF COSTS

1. Construct three (3) new wells and associated equipment and extend wellfield systems and access road.

ESTIMATED COST = \$160,000

2. Purchase and install booster pump station

ESTIMATED COST = \$ 90,000

3. Purchase and install seven (7) run time meters

ESTIMATED COST = \$ 1,400

4. Purchase and install master meter on raw water main

ESTIMATED COST = \$ 18,000

5. Purchase and install twenty (20) irrigation meters

ESTIMATED COST = \$ 20,000

6. Purchase three (3) replacement pump shafts

ESTIMATED COST = \$ 6,000

SUB-TOTAL = \$ 295,400

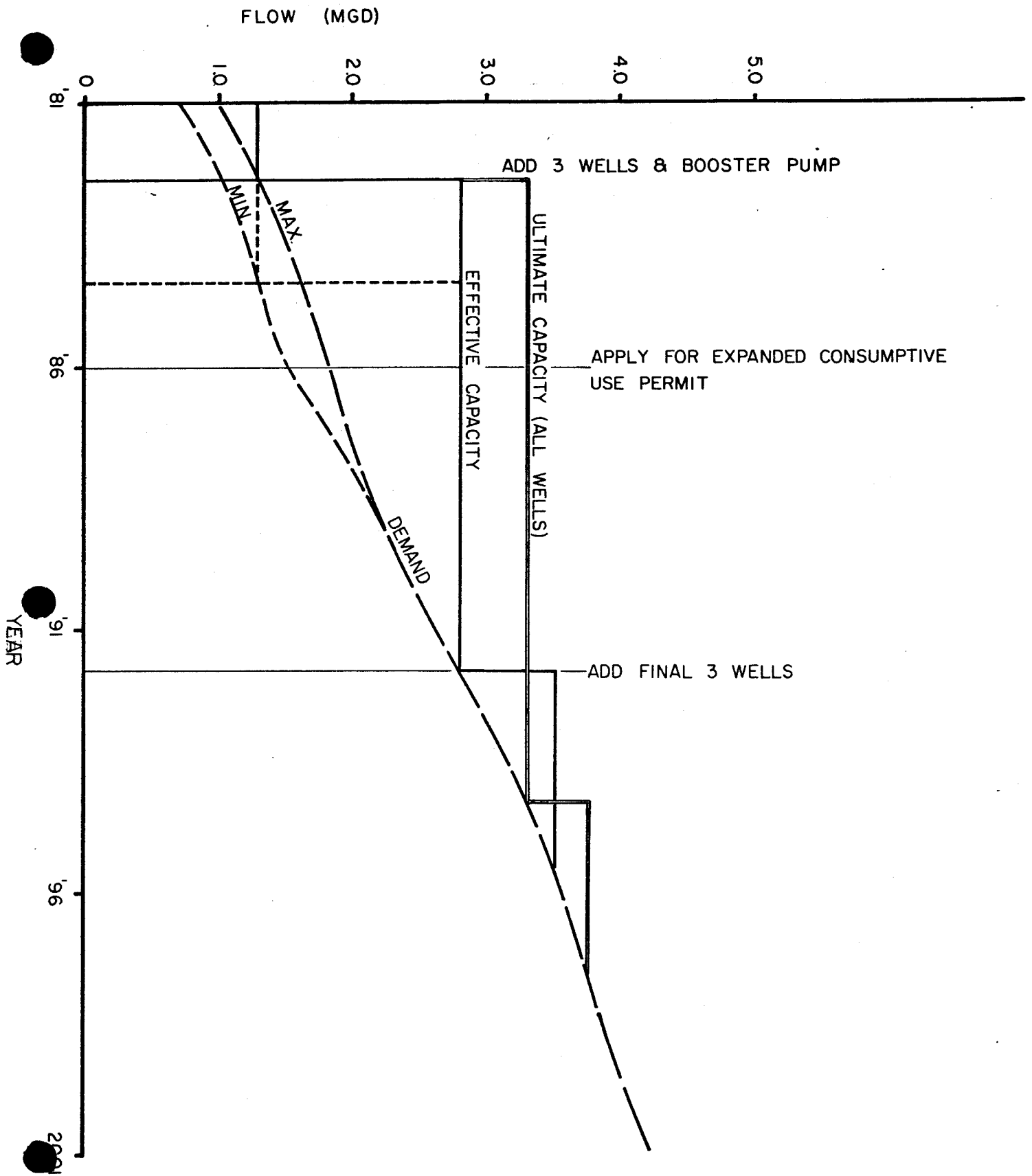
7. Construct three (3) wells and cap for future use

ESTIMATE COST = \$ 36,000

8. Engineering fees for items 1 through 7

ESTIMATED COST = \$ 25,000

TOTAL ESTIMATED COST = \$ 356,400



Discussion followed which covered the availability of monies in the amount of approximately \$250,000.00 - which is less than the proposed \$356,400 cost of the wellfield expansion; the elimination of items 5, 6 and 7 as shown on the Summary of Costs until a later date; the reduction of item 1 from \$160,000.00 to \$120,000.00 in order to stay within the available monies; the construction of the three (3) proposed wells to be in progression rather than putting them at the north end of the wellfield and the need for the "run time" meters and the master meter on the raw water main.

At this time, Mr. Turner moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the Engineer be authorized to proceed with plans and specifications and advertise for bids for the following:

1. Construction of three (3) wells
2. Purchase and install booster pump
3. Purchase and install master meter on raw water main
4. Purchase and install seven (7) run time meters

STATUS OF CONSTRUCTION

Mr. Biery reported that the utility site is almost ready for the "final out" and when a small list of corrections is completed by Biltmore Construction, the utility site will be finalized.

He reviewed the reawarding of the two (2) contracts at last month's meeting for the Gulf Park Drive water line distribution and for the Beachfront facility water/sewer lines - saying the preconstruction meeting for the Gulf Park Drive work had already been held while the Beachfront facility preconstruction meeting will be held on October 24, 1980.

CERTIFICATES FOR PAYMENT - APPROVED

Following Mr. Biery's distribution of copies of the Certificates for Payment to the Board members, he explained and identified an additional certificate for payment as being Water/Sewer No. 16 in the name of

Biltmore Construction Company for \$69,395.60. He said the request for payment of this particular certificate was being made because, in essence, Biltmore has completed its work and this amount of monies represents one-half of the 10% retainage fund that has been withheld from Biltmore's paid invoices (a normal procedure in construction projects of this nature). The remaining monies in the retainage fund will be sufficient to cover any resulting charges after the final close-out has been made - i.e. liquidated damages and/or claims.

Mr. Brooks moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the following Certificates be approved for payment:

<u>CERTIFICATE NO.</u>		<u>CONTRACTOR</u>	<u>AMOUNT</u>
Roadway Lighting	No. 3	Pelican Bay Improvement District General Drainage Account	\$ 12,097.69
Beach Utilities	No. 1	Post, Buckley, Schuh & Jernigan, Inc.	\$ 1,914.43
304-002.00B	No.38	General Operating Budget	PBSJ \$ 1,816.58
304-009.50		Water & Sewer Construction Services	PBSJ \$ 2,536.41
Water/Sewer	No.16	Biltmore Construction Company	<u>\$ 69,395.60</u>
		TOTAL AMOUNT ALL INVOICES	\$87,760.71

PELICAN BAY PROJECT RECEIVES THE OUTSTANDING PROJECT OF THE YEAR AWARD FROM
THE AMERICAN SOCIETY OF CIVIL ENGINEERS

Mr. Fred Biery announced that the Pelican Bay Project, as a whole and in every area, had received the award for the "Outstanding Project of the Year" from The American Society of Civil Engineer with the award being presented on October 28, 1980 in Hollywood. Mr. Ross Obley, President of Coral Ridge - Collier Properties, also stated Pelican Bay Project has been given an award from the Southwest Florida Chapter of Civil Engineers and nominated for an award from the South Florida Chapter of Civil Engineers. Mr. Turner, personally, complimented all concerned for "work well done".

REQUEST TO ADVERTISE FOR BIDS RE MAINTENANCE OF PELICAN BAY BOULEVARD - APPROVED

Mr. Gary Moyer stated the request to advertise for bids for the maintenance of the median strips and berm areas along Pelican Bay Boulevard, explaining that even though such maintenance was anticipated in the fiscal 1981 budget as indicated in certain line items for staffing and purchase of equipment, it was his personal opinion that the District could administer maintenance service contract with more cost efficiency until, perhaps, next year when management personnel will have obtained some experience and history on this type of work.

Following discussion, Mr. Turner moved, seconded by Mr. Brooks and carried 4-0, with Ms. Wenzel absent, that Mr. Moyer be authorized to advertise for bids for the maintenance of Pelican Bay Boulevard and bring such bid tabulations back to the Board for approval.

President Scuderi asked that the Board receive their copies of the revised 1980-81 budget at the same time the bid tabulation is brought back.

SUPERVISORS' REQUESTS & AUDIENCE PARTICIPATION

The only request was from Mr. Brooks asking that the irrigation water pressure be "kept up".

ATTORNEY'S REPORT

Opinion on expenditure of public funds

In answer to the request by the Board as to whether or not the Board could delegate the authority to expend funds not previously budgeted, Attorney Bolesky gave the following opinion:

"In conclusion, the Board may not delegate the authority to expend public funds unless said funds have been previously budgeted through resolution or order of the Board."

TREASURER'S REPORT

Mr. Moyer submitted the following operating summaries for the period ending September 30, 1980.

PELICAN BAY IMPROVEMENT DISTRICT
WATER & WASTEWATER OPERATING SUMMARY
PERIOD ENDING - SEPTEMBER 30, 1980

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
<u>REVENUE</u>			
Meter Fees	\$ 30,715	\$ 26,732.00	\$ (3,983.00)
Connection Fees	158,820	132,034.38	(26,785.62)
Water & Sewer Revenue	7,900	5,261.37	(2,638.63)
Irrigation Revenue	510	26,989.05	26,479.05
	<u>\$ 197,945</u>	<u>\$ 191,016.80</u>	<u>\$ 6,928.20</u>
 <u>EXPENDITURES</u>			
Chemicals	\$ 4,000	\$ 1,656.38	\$ 2,343.62
Electric	35,000	21,807.24	13,192.76
Maintenance/Repair	3,000	4,315.82	(1,315.82)
Payroll	37,250	17,125.01	20,124.99
Payroll Taxes	4,946	1,049.76	3,896.24
Professional Fees			
Engineering	5,050	13,669.63	(8,629.63)
Legal	2,000	1,804.43	195.57
Audit	2,000	-0-	2,000.00
Other	23,064	20,725.35	2,338.65
Meter Costs	-0-	8,049.16	(8,649.16)
	<u>\$ 116,300</u>	<u>\$ 90,802.78</u>	<u>\$ 25,497.22</u>

Pelican Bay Improvement District
 October 15, 1980

PELICAN BAY IMPROVEMENT DISTRICT
 WATER MANAGEMENT OPERATING SUMMARY
 FOR FISCAL YEAR ENDING 9-30-80

REVENUE:	<u>LEVIED</u>	<u>RECEIVED</u>
Maintenance Tax Revenue	\$ 87,006.00	\$ 87,006.00

EXPENDITURES:	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Meeting	\$ 6,000.00	\$ 6,000.00	\$ -0-
Office	1,000.00	774.75	225.25
Secretary	1,000.00	704.93	295.07
Legal	6,000.00	3,710.54	2,289.46
Accounting	1,500.00	6,012.00	(4,512.00)
Advertising	300.00	83.16	216.84
Insurance	4,420.00	2,389.80	2,030.20
Travel	600.00	208.60	391.40
Administrative	6,500.00	6,500.00	-0-
Engineering	6,000.00	13,997.47	(7,997.47)
Payroll	17,750.00	10,957.67	6,792.33
Payroll Taxes	2,636.00	928.52	1,707.48
Transportation	1,800.00	755.47	1,044.53
Swale Maintenance	20,000.00	281.25	19,718.75
Water Quality	5,000.00	1,705.40	3,294.60
Contingencies	5,000.00	732.00	4,268.00
Trustee	<u>1,500.00</u>	<u>-0-</u>	<u>1,500.00</u>
	<u>\$87,006.00</u>	<u>\$55,741.56</u>	<u>\$31,264.44</u>

MANAGER'S REPORT

Mr. Moyer reported that the District's water/wastewater system is substantially complete while the RO plant has been running for six (6) weeks very satisfactorily with the high service system for the irrigation water operating.

APPROVAL OF INVOICES

Mr. Turner moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the following invoices be approved for payment:

Tracy Bolesky - Pelican Bay Water Management 8/26/80 through 9/25/80	\$885.00
Tracy Bolesky - Pelican Bay Water & Sewer 8/26/80 through 9/25/80	<u>\$885.00</u>
Total	\$ 1770.00

ADJOURNMENT

There being no further business to come before the Board, Mr. Turner moved, seconded by Mr. Brown and carried 4-0, with Ms. Wenzel absent, that the meeting be adjourned - Time: 5:30 P.M.

PELICAN BAY IMPROVEMENT DISTRICT


SALVATORE SCUDERI, President