

Naples, Florida July 23, 1982

LET IT BE KNOWN, that the Pelican Bay Improvement District met on this date in Regular Session at 4:30 P.M. in the Fifth Floor Conference Room, Naples Federal Savings & Loan Building, 5801 Pelican Bay Boulevard, Naples, Florida with the following members present:

PRESIDENT: Salvatore Scuderi
SECRETARY: Douglas Brown
TREASURER: Sylvia Moll

Harmon Turner
Miles Scofield

ALSO PRESENT: Gary Moyer, District Manager; James Ward, Assistant Manager; Messrs. Obley, Morris, Caldwell, Penn and Dillon, Coral Ridge Collier Properties; Messrs. Biery and Eckert, Post, Buckley, Schuh and Jernigan; Tracy Bolesky, Attorney for the District and Jean Swindle, Administrative Aide.

AGENDA

1. ROLL CALL
2. APPROVAL OF MINUTES OF MEETING HELD JUNE 14, 1982
3. PUBLIC HEARING - WATER MANAGEMENT BUDGET FOR FISCAL 1983
4. CONSIDERATION OF ENGINEERING DESIGN AGREEMENT FOR LAS BRISAS AT PELICAN BAY
5. CONSIDERATION OF CONCEPTUAL APPROVAL FOR RELOCATION OF DISTRICT'S BERM WITHIN PARCEL "D"
6. CONSIDERATION OF VACATION OF EASEMENT FROM PARCELS "P" & "M"
7. CONSIDERATION OF LOAN DOCUMENTS WITH EXCHANGE BANK OF COLLIER COUNTY FOR STREET LIGHTS
8. ENGINEER'S REPORT
9. MANAGER'S REPORT
10. APPROVAL OF INVOICES
11. SUPERVISORS' REQUESTS & AUDIENCE PARTICIPATION
12. ADJOURNMENT

ROLL CALL

President Scuderi called the meeting to order at 4:30 P.M. and asked the record show all members present.

MINUTES OF JUNE 14, 1982 - APPROVED AS PRESENTED

Mr. Turner moved, seconded by Mr. Scofield and carried un-animously that the minutes of June 14, 1982 be approved as presented.

WATER MANAGEMENT BUDGET FOR FISCAL YEAR 1983 - APPROVED AS PRESENTED

Legal notice having been published in the Naples Daily News on June 25, 1982 and July 2, 1982, as evidenced by the Affidavit of Publication presented for the record, public hearing was held to consider the District's Water Management Budget for FY 1982-83.

Mr. Moyer presented for the Board's consideration the Water Management Budget for Fiscal Year 1983 with the corresponding tax levy which is anticipated for next year's operation and maintenance of the District's Water Management System. He identified the two portions of the budget as being Operations and Debt Service and stated the request before the Board for the Operating expenses is \$378,230 as opposed to the figure of \$340,617 for the FY 1982. His explanation for what appears to be a 10% increase in the total operating figure is due in a large part to the inclusion of a "Water use and Connection fees" which are necessary to accommodate the additional landscape areas that will be coming on line in 1983. The figure without the above-referenced fees shows the requested monies for the Operations portion of the Water Management budget to be only 1% higher than those monies required in 1982.

Continuing Mr. Moyer pointed out the increase in payroll from the FY1982

figure of \$52,360 to \$66,673 for FY1983 and explained this was due in part to the anticipated hiring of an additional Field Supervisor for the drainage system. Even though the particular position will not be incorporated into the District's employment records until the start of construction on the necessary water management areas for Systems IV and V, Mr. Moyer stated the position will be required in order for there to be one person solely responsible for the maintenance of all the District's water management areas. Additionally, this person would, in due time, be capable of dispensing the chemical applications in the water management wet areas which are necessary to maintain aquatic weed control. In the event no construction is started, this amount of monies will be carried forward to the following year.

When asked by President Scuderi if any of the employees had received a raise, Mr. Moyer answered in the affirmative, saying each one had benefited with an increase which was part merit and part cost-of-living.

Under transportation, Mr. Moyer indicated that the proposed purchase of an additional truck, in an amount not to exceed \$8,400, would not take place until the above-referenced Additional Supervisor position was filled.

In answer to Ms. Moll's question regarding the increased amount in the Contingency Fund, Mr. Moyer said the \$8,000 figure includes \$4,000 which has been allocated for an "Employees Pension Fund". And he explained that the medical insurance for each employee had increased from last year's figure of \$140 to \$200^{monthly rate}/this year. $\frac{10}{13}$

The decrease in the Right-of-Way maintenance for FY1983 was determined by the number of lineal feet of roadway that will be coming on line during the year. Because of the optimism employed in making the estimate for the FY1982 construction of roadways, the projection for such construction in the year 1983 was made with more caution, resulting in the lower figure.

Mr. Moyer concluded his review by identifying the amount of monies necessary to cover the Debt Service in the amount of \$196,596 , making the total tax to be levied - \$479,319.

There being no further questions from the floor or the Board, Mr. Turner moved, seconded by Mr. Brown and carried unanimously, that the Public Hearing be closed.

At this time, Mr. Moyer explained how the District's taxes are based on "a per acre tax" not on "assessed value" with the District preparing the tax roll for the County Property Appraiser. During the preparation of the tax roll every acre of property in the District is identified - i.e. The single family owner of a one-quarter acre lot would pay according to the formula of "the entire acreage for SF x \$395.76 divided by the number of units in the SF area". This method of preparation is regulated by the old drainage law found in Chapter 298, Florida Statutes which states all benefit equally from the drainage system so should pay equally.

Mr. Turner moved, seconded by Ms. Moll and carried unanimously, that the Water Management Budget for FY1983 be approved as presented.

ENGINEERING DESIGN AGREEMENT BETWEEN LAS BRISAS AT PELICAN BAY AND THE DISTRICT - APPROVED AS PRESENTED - PRESIDENT AND SECRETARY AUTHORIZED TO SIGN SAME WITH STIPULATION

Mr. Moyer presented for the Board's consideration the District's standard Engineering Design Agreement between the developers, Pelican West Associates & Glendinning Realty, Inc. and the District for the preparation of engineering plans for the project, Las Brisas at Pelican Bay. This particular project was originally called Lake Villas, a Group II project consisting of 23 units which was the premise for a previous engineering agreement executed by the developer and the District in February, 1982.

Since that time, the developers have relocated their site and it is now called "Las Brisas at Pelican Bay, being located in Parcel "A" on Gulf Park Drive, directly across from The Club at Pelican Bay. Although it is still a Group II project, the number of units has increased to 50 units. The developers have requested the District begin the preparation of the engineering plans and specifications for the now relocated project of "Las Brisas at Pelican Bay" and it is this agreement that is being brought before the Board for consideration.

Continuing, Mr. Moyer stated the developers have a different time schedule for Las Brisas than for their original project and because phasing construction of the improvements requires more time and effort in engineering, administrative and bid letting costs, the original proposal from Post, Buckley, Schuh & Jernigan, included in the Board's agenda packet, shows the Engineering Design fee as \$10,400 and the Construction Layout and Inspection as \$14,800. Following meetings with both the engineers and the developers, it was determined that the District would be responsible to Post, Buckley, Schuh & Jernigan for only the Engineering Design fee of \$7,000 and Construction Layout & Inspection fee of \$8,000 for a total of \$15,000 - all other costs over and beyond the \$15,000 are to be borne by the developers.

At this time, Mr. Turner moved, seconded by Mr. Scofield and carried unanimously, that the Engineering Design Agreement between Pelican West Associates and Glendinning Realty, Inc. and the District regarding the preparation of engineering plans for the project Las Brisas at Pelican Bay be approved with the stipulation that there be the addition of a paragraph under Item 4 of said agreement which clearly indicates the District's responsibility to pay only \$15,000 for engineering costs for the above-referenced

project. Additionally, the motion included the authorization for the President and Secretary to sign same.

RELOCATION OF DISTRICT'S BERM WITHIN PARCEL "D" GIVEN CONCEPTUAL APPROVAL

Mr. Dave Caldwell of Coral Ridge-Collier Properties reviewed for the Board, the Developer's request for "conceptual approval" of the relocation of the District's Water Management berm in the southwest corner of Parcel D, Unit One. He identified the physical area being considered on a sketch plan made available to the members and stated the potential relocation may be necessary to accomplish the "creation of a 2+ acre County parking facility" as required by the Pelican Bay project PUD ordinance. Continuing, he said if the proposed relocation is conceptually approved by the Board and the District's engineers then the Developer would review such a plan with the County and a potential hotel site developer and if it proves acceptable generally to the parties, then detailed plans will be prepared for review. Coral Ridge-Collier Properties will be responsible for the expense of the design, construction and inspection related to the subject relocation, if finally approved by all parties concerned.

Mr. Harmon Turner stated the District's engineers have indicated that the proposed relocation of the berm will not affect the integrity of the District's water management system and moved, seconded by Mr. Brown and carried unanimously that the proposed relocation of the Berm within Parcel "D" be given conceptual approval.

CONSIDERATION OF VACATION OF EASEMENT FROM PARCELS "P" & "M" - POSTPONED UNTIL A LATER DATE

Mr. Moyer asked that this item be postponed until a later date in order to give more time for the preparation of its presentation.

RESOLUTION AND SINGLE PAYMENT NOTE WITH EXCHANGE BANK OF COLLIER COUNTY
FOR PORTION OF THE DISTRICT'S STREET LIGHTS - APPROVED AS PRESENTED -
PRESIDENT AND SECRETARY AUTHORIZED TO SIGN SAME

Mr. Moyer reviewed the loan documents presented for the Board's consideration between the Exchange Bank of Collier County and the District for a portion of the District's Street Lighting System and stated in July, 1971, the District entered into a single payment note agreement with the Exchange Bank of Collier County to finance the above-referenced Street Lights. As the full amount of the note becomes due on July 22, 1982, the bank had originally agreed to extend the terms of the agreement to an additional one year period, upon the payment of \$8,920. In order, therefore, for the District to extend the terms of the loan, the bank has requested the District to enter into another single payment note agreement together with a resolution pledging the tax revenues from the Street Lighting System. It is this Resolution and Single Payment Note that is being brought before the Board for approval and authorization, Mr. Moyer concluded.

At this time, Mr. Scofield moved, seconded by Ms. Moll and carried unanimously, that the Resolution be adopted, the Single Payment Note be approved and the President and Secretary authorized to sign both documents.

ENGINEER'S REPORT

ENGINEER'S REQUEST TO ADVERTISE AND BID THE CONSTRUCTION OF THE UTILITIES
SYSTEM FOR BRIDGEWAY, INC. - AUTHORIZED

Mr. Jerry Eckert, Post, Buckley, Schuh & Jernigan, requested the authorization to advertise and bid the construction of the utility system for the project, Bridgeway, Inc., even though his firm has not completed the entire design for the subject system. He said the early authorization would allow the bidding process to be taken care of in the event the plans, permits and reviews are completed before next month's

regular meeting.

Mr. Moyer asked that the District's plant supervisor, Mr. Bob Parmelee, have an opportunity to review such plans before any advertising is undertaken and reminded the Board that no bid awards will be made until the members have reviewed and approved the accompanying Construction Financing Agreement.

Following discussion, Mr. Turner moved, seconded by Ms. Moll and carried unanimously, if the plans, permits and reviews for the project Bridgeway, Inc. are approved by all the concerned parties before the next regular meeting of the Board of Supervisors, the District Manager be authorized to advertise for bids the construction of the Utility System for Bridge-way, Inc.

CERTIFICATES OF PAYMENT - APPROVED AS PRESENTED

Mr. Scofield moved, seconded by Mr. Brown and carried unanimously, that the following Certificates of Payment be approved as presented:

<u>CERTIFICATE NO.</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
Southeast Commercial Water/Sewer Study	No. 2 Post, Buckley, Schuh & Jernigan	\$ 1,996.45
Water Management System V Design	No. 7 Post, Buckley, Schuh & Jernigan	\$ 8,020.72
Bridge-Way Utility Design	No. 1 Post, Buckley, Schuh & Jernigan	\$ 1,450.68
	TOTAL AMOUNT ALL INVOICES	\$ 11,467.85

MANAGER'S REPORT

After referring to the previous approval motion by the Board on the District's Water Management Budget for FY1982-1983, Mr. Moyer asked for the Board's authorization to have the President and Secretary sign the accompanying Tax Roll. He explained the necessity of having the Tax Roll certified before it is submitted to the Collier County Property Appraiser.

Mr. Turner moved, seconded by Ms. Moll and carried unanimously that the President and Secretary be authorized to certify the prepared Tax Roll by affixing their signatures to same.

COMMENTS ON ANALYSIS OF THE DISTRICT'S WATER AND SEWER SYSTEM

Mr. Moyer said at last month's meeting an analysis of the District's Water/Sewer system had been presented to the Board with accompanying comments. Since that time, the District's personnel have met with the engineers and they are in the process of reviewing all the material in order to verify the sufficiency of the District's current rate schedule. It appears to be the consensus of all those involved in the review process that there is a necessity for a rate increase which Mr. Moyer recalled was ~~adhered to in~~ ^{ANTICIPATED} the very first feasibility study of the system.

Mr. Fred Biery of Post, Buckley, Schuh & Jernigan stated the engineers are going to try and finish a report to Mr. Moyer within the next week. This is the report that will be brought before the Board at the August meeting for discussion and will include the rate increase recommended by the District's engineers.

In answer to Mr. Turner's question as to whether or not the District's rate increase must be approved by any other agency, Mr. Moyer

replied in the negative, saying the District's responsibility is to abide by the legal notification requirements as they relate to the public hearing that will be held in September, 1982.

SUPERVISORS' REQUESTS & AUDIENCE PARTICIPATION

President Scuderi inquired if there is any county ordinance which requires the fire hydrants in the District to be painted a "sick yellow" and Mr. Moyer replied the color is a prerequisite of the North Naples Fire Department.

Mr. Turner asked about the status of the wellfields to which Mr. Eckert replied that the rate structure study has been demanding most of the firm's effort but there have been some flow computations made that can be incorporated into the final wellfield study. The final report will take some several months and of necessity, there will have to be extensive talks with Coral Ridge-Collier Properties to determine the kind of development the Developer proposes for the northern portion of the project. The final wellfield study will include not only information from the original feasibility study but will also have some master planning for the northern portion of the property. The master planning will be the result of extensive conversations with the Developer, Coral Ridge-Collier Properties, about their development plans.

RESOLUTION CALLING FOR REFERENDUM ESTABLISHING MILLAGE CAP FOR DISTRICT -
AUTHORIZED FOR ADVERTISING FOR PUBLIC HEARING ON AUGUST 23, 1982

Mr. Turner moved, seconded by Mr. Brown and carried unanimously, that the Resolution calling for a referendum to establish a millage cap for the Pelican Bay Improvement District be authorized for advertising as a Public Hearing on August 23, 1982.

Pelican Bay Improvement District
July 23, 1982

APPROVAL OF INVOICES

Ms. Moll moved, seconded by Mr. Scofield and carried unanimously
that the following Water/Sewer Summary and Invoices be approved as presented:

WATER - SEWER INVOICES FOR JUNE, 1982

FPL	\$6,183.86
BIA Propty Liability Prem	5,294.50
BIA Audit Commercial Pckg	68.00
Phillips Petrol	45.45
Natl Linen Service	143.92
Missimer & Assoc.	330.00
Hoffman's	82.59
North Trail Auto	116.46
Sunshine Pipe	17.72
PBS&J	5,018.21
UTS (All phones)	193.21
Bob Dean Supply	165.99
Harn RO Systems	257.23
B & H Sales	28.20
J.N. Environmental	130.00
PB&S Chemical	1,025.45
Ashley Repair	291.50
H & L Sales	7.99
Neptune Water Meter	1,095.06
Bob Dean Supply	269.23
Oleum Corp.	556.97
CRCP - Rent, etc.	149.74
Minuteman Press	128.94
Qualicom	29.50
Coast Pump & Supply	75.47
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CSID Hospitalization employees	843.12
CSID Billing for May, 1982	234.26

PELICAN BAY IMPROVEMENT DISTRICT
WATER - WASTEWATER
OPERATING SUMMARY

	BUDGET	ACTUAL	VARIANCE	BUDGET	ACTUAL	VARIANCE
	(PERIOD 6/01/82	THRU 6/30/82)		(PERIOD 10/01/81	THRU 6/30/82)	
REVENUE:						
Connection Fees	\$4,620	\$7,710	\$3,090	\$231,105	\$157,576	(\$73,529)
Meter Use Fees	1,260	1,830	570	49,070	31,644	(17,426)
Water & sewer Rev.	9,122	7,280	(1,842)	70,748	58,259	(12,489)
Irrigation Rev.	3,269	6,711	3,442	26,164	54,543	28,379
TOTAL REVENUES:	18,271	23,531	5,260	377,087	302,022	(75,065)
OPERATING EXPENSE:						
Payroll	5,666	3,572	2,094	50,994	42,687	8,307
PR Taxes & benefits	1,414	585	829	12,730	7,312	5,418
Engineering	875	5,893	(5,018)	7,875	12,893*	(5,018)
Legal	500	-0-	500	4,500	2,506	1,994
Audit	-0-	-0-	-0-	2,250	2,250	-0-
Office & Billing	912	668	244	7,502	5,389	2,113
Insurance	2,092	3,776	(1,684)	5,596	5,805	(209)
Trustee	-0-	-0-	-0-	2,000	2,000	-0-
Electric	5,417	6,190	(773)	46,595	45,229	1,366
Chemicals	3,336	1,025	2,311	26,100	9,229	16,871
Transportation	813	45	768	9,759	8,395	1,364
Water Quality	416	460	(44)	3,748	3,945	(197)
R&M	1,638	1,818	(180)	14,742	12,223	2,519
Contingencies	374	-0-	374	3,123	2,760	363
CAPITOL:						
Meters	128	2,429	(2,301)	26,616	17,742	8,874
Wellfield Purchase	-0-	-0-	-0-	16,367	16,367	-0-
TOTAL EXPENDITURES	\$23,581	\$26,461	(\$2,880)	240,497	196,732	43,765

Note*

Includes expenditure to PBS&J as approved by the Board for additional service pertinent to the construction of the water/sewer facilities Contract C-1 - Biltmore Construction Company, Inc.

Ms. Moll moved, seconded by Mr. Brown and carried unanimously
 that the following Water Management Summary and Invoices be approved
 as presented:

PELICAN BAY IMPROVEMENT DISTRICT
 OPERATING SUMMARY
 WATER MANAGEMENT ACCOUNT

	BUDGET	ACTUAL	VARIANCE	BUDGET	ACTUAL	VARIANCE
	(PERIOD 6/01/82	THRU 6/30/82)		(PERIOD 10/01/81	THRU 6/30/82)	
MEETING EXPENSE:						
Supervisors Fees	\$ 500	\$ 500	-0-	\$4,500	\$4,500	-0-
Travel Expense	25	10	15	225	188	37
Legal Notice	12	33	(21)	109	93	16
PROFESSIONAL FEES:						
Engineering	541	541	-0-	4,869	4,869	-0-
Legal	1,000	705	295	4,500	2,300	2,200
Audit	-0-	-0-	-0-	2,250	2,250	-0-
Trustee	-0-	-0-	-0-	1,500	1,500	-0-
SYSTEM OPERATING EXPENSE						
Office	323	563	(240)	2,908	3,804	(896)
Payroll	4,363	2,914	1,449	40,269	25,329	14,940
PR Tax & Benefits	1,137	347	790	9,696	4,273	5,423
Transportation	200	189	11	8,865	8,652	213
Swale	2,083	2,384	(301)	18,748	8,912	9,836
Water Quality	666	748	(82)	5,996	2,907	3,089
Insurance	967	2,933	(1,966)	2,896	4,000	(1,104)
ROW Maintenance	13,387	7,988	5,399	120,486	69,438	51,048
Water Connex & Use	2,668	526	2,142	24,015	4,118	19,897
Contingencies	88	-	88	2,875	523	2,352
Renewal & Replcmt	500	-	500	4,500	-0-	4,500
TOTALS	\$28,460	20,381	8,079	259,207	147,656	111,551

WATER MANAGEMENT INVOICES FOR
JUNE 1982


Richardson & Assoc.	\$7,988.00
NFS&L rent for meeting room	75.00
Tracy Bolesky	705.00
FPL	1,106.55
BIA Property Liability Prem	5,294.50
BIA Audit Commercial pckg	68.00
Carl's Office supply	7.60
Naples Daily News	32.69
Collier Electric	570.00
Phillips Petrol	45.45
Hoffman's	82.59
Big Cypress Service	748.00
Purolator	10.95
UTS	55.10
Naples Tire Co.	22.00
North Trail Auto	83.85
CRCP - rent, etc.	149.74
Coral Ridge Reproductions	182.50
CSID Employee Hospitalization	193.46
Lakes & Waterways	499.00

Mr. Turner stated he had given the Developer a statement for \$250.00.

It was the consensus of the Board that the next meeting be held August 23, 1982 at 4:30 PM in The Club at Pelican Bay.

ADJOURNMENT

There being no further business to come before the Board, Mr. Scofield moved, seconded by Mr. Brown and carried unanimously that the meeting be adjourned - Time 5:40 P.M.


SALVATORE C. SCUDERI, PRESIDENT
PELICAN BAY IMPROVEMENT DISTRICT