

**PELICAN BAY SERVICES DIVISION**  
**Municipal Services Taxing & Benefit Unit**

**NOTICE OF PUBLIC MEETING**

**WEDNESDAY, JUNE 10, 2020**

THE PELICAN BAY SERVICES DIVISION BOARD WILL MEET AT **9 AM ON JUNE 10** AT THE BOARD OF COUNTY COMMISSIONERS CHAMBERS, THIRD FLOOR, COLLIER COUNTY GOVERNMENT CENTER, 3299 TAMiami TRAIL EAST, NAPLES, FL.

**AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 03/11/20 Regular Session meeting minutes
5. Audience Comments
6. \*Election of new chair and vice chair
7. \*FY2021 Budget
8. \*Loan
9. Adjournment

*\*indicates possible action items*

ANY PERSON WISHING TO SPEAK ON AN AGENDA ITEM WILL RECEIVE UP TO THREE (3) MINUTES PER ITEM TO ADDRESS THE BOARD. THE BOARD WILL SOLICIT PUBLIC COMMENTS ON SUBJECTS NOT ON THIS AGENDA AND ANY PERSON WISHING TO SPEAK WILL RECEIVE UP TO THREE (3) MINUTES. THE BOARD ENCOURAGES YOU TO SUBMIT YOUR COMMENTS IN WRITING IN ADVANCE OF THE MEETING. ANY PERSON WHO DECIDES TO APPEAL A DECISION OF THIS BOARD WILL NEED A RECORD OF THE PROCEEDING PERTAINING THERETO, AND THEREFORE MAY NEED TO ENSURE THAT A VERBATIM RECORD IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING YOU ARE ENTITLED TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE PELICAN BAY SERVICES DIVISION AT (239) 597-1749 OR VISIT [PELICANBAYSERVICESDIVISION.NET](http://PELICANBAYSERVICESDIVISION.NET).

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
MARCH 11, 2020**

The Pelican Bay Services Division Board met on Wednesday, March 11, 2020, at 1:00 p.m. at the Community Center at Pelican Bay, 8960 Hammock Oak Drive, Naples, Florida 34108.

In attendance were:

**Pelican Bay Services Division Board**

Scott Streckenbein, Chairman  
Tom Cravens, Vice-Chairman (*absent*)  
Joe Chicurel  
Jacob Damouni  
Nick Fabregas

Michael Fogg  
Peter Griffith  
Denise McLaughlin  
Susan O'Brien  
Rick Swider  
Michael Weir

**Pelican Bay Services Division Staff**

Neil Dorrill, Administrator (*absent*)  
Chad Coleman, Operations Manager

Sarah Hamilton, Operations Analyst  
Lisa Jacob, Project Manager  
Barbara Shea, Administrative Assistant

**Also Present**

Larry Baumann, Pelican Bay Foundation  
Charles Bodo, Pelican Bay Foundation

Jane Brown, Pelican Bay Foundation  
John Gandolfo, Pelican Bay Foundation  
Jim Hoppensteadt, Pelican Bay Foundation

**APPROVED AGENDA (AS PRESENTED)**

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 02/12/20 Regular Session meeting minutes
5. Audience Comments
6. Administrator's report
  - a. \*New staff position
  - b. Sidewalks
  - c. Lake 2-9 Project
  - d. Beach dune swale
  - e. February financial report
7. Committee reports
  - a. Budget
  - b. Clam Bay
  - c. Landscape & Safety
  - d. Water Management
  - e. Ad Hoc Strategic Planning
8. Chairman's report
  - a. Joint meeting of the PBSB and PBF

**Pelican Bay Services Division Board Regular Session**  
**March 11, 2020**

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9. Old business
10. New business
11. Miscellaneous Correspondence
12. Adjournment

**ROLL CALL**

Mr. Cravens was absent and a quorum was established

**CHAIRMAN'S COMMENTS**

Mr. Streckenbein welcomed our new Operations Analyst, Ms. Sarah Hamilton, formerly of the County Procurement Division. She provided a brief summary of her prior work experience. Mr. Streckenbein thanked Ms. Shea for her service in covering all of the responsibilities of the Operations Analyst position as well as her own administrative responsibilities during the past two months.

Mr. Streckenbein commented that Mr. Dorrill was unable to attend this meeting due to a family emergency. Mr. Streckenbein also reported that he chose to postpone the agenda item "a discussion of a full-time administrator" originally scheduled for this meeting, to the April meeting, when Mr. Dorrill will be in attendance.

**AGENDA APPROVAL**

**Mr. Griffith motioned, Mr. Damouni seconded to approve the agenda as presented. The motion carried unanimously.**

**APPROVAL OF 02/12/2020 REGULAR SESSION MEETING MINUTES**

**Ms. O'Brien motioned, Mr. Griffith seconded to approve the 02/12/2020 regular session meeting minutes as presented. The motion carried unanimously.**

**JOINT MEETING OF THE PBSB AND PBF**

Mr. Charles Bodo, Chairman of the PBF Board, commented that his term will be ending on March 31, and it will be up to Mr. Gandolfo to take up scheduling a PBF/PBSD joint meeting. He encouraged future PBF/PBSD collaboration. He suggested that it would be helpful if the PBF Board had more knowledge of how the PBSB operates and "gets things done."

Mr. Hoppensteadt commented that he would like to provide additional communication to the community on plans for the Watergate Way site, beach renourishment, sidewalks, and other PBSB projects.

Mr. John Gandolfo, PBF Board, commented that he is hopeful that the PBF Board can work collaboratively with the PBSB. He commented that he would like to see an increase in the use of diagnostic tools to determine future PB infrastructure needs. He noted that recent comments from focus groups indicate that there is a lot of misinformation/lack of clarity on the functions and responsibilities of the PBSB and PBF.

**ADMINISTRATOR'S REPORT**

**NEW STAFF POSITION**

Mr. Coleman commented that Mr. Dorrill has provided all the backup documentation for his recommendation to hire an Assistant Project Manager (included in the agenda packet), as was provided to the Budget Committee at their Feb. 25 meeting.

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Mr. Streckenbein noted that the Budget Committee voted to bring Mr. Dorrill's recommendation to the full board. He commented that we have 14 on-going or imminent projects and have a need for additional project management.

Dr. Chicurel commented in favor of hiring an Asst. Project Manager and noted that using our existing technical environmental consultants works well. He noted that since Mr. Mumm, our Sr. Field Supervisor, is now supervising all landscape operations, Mr. Coleman is freed up for project management. Dr. Chicurel suggested that when our sidewalk project is underway, it will require full-time project management.

Mr. Swider confirmed that the Budget Committee voted to go forward with hiring an Asst. Project Manager to the full board. He suggested that we need to do more strategic planning and more longer-term thinking.

Ms. O'Brien suggested that members of the Budget Committee recommended that we have the discussion on hiring an Asst. Project Manager after a discussion on a full-time Administrator. She commented that project management is an essential function of the Operations Manager, per the County job description. We have two employees whose primary responsibility is project management. Ms. O'Brien suggested that we do not have a clear sense of the responsibilities of Mr. Dorrill, Mr. Coleman, and Ms. Jacob. She suggested that we would be well-served by hiring a person with a science background.

Mr. Fogg commented that at the Budget Committee meeting, he had proposed a sequence of discussions at this board meeting; a discussion of a full-time administrator followed by a discussion of the Asst. Project Manager position. He requested that more information on the current job functions of our existing staff be provided to the board. He commented that it would be helpful if the new employee has a science background.

Ms. McLaughlin commented on the complexity of our projects and the need for more talent.

Mr. Coleman commented that the PBSB staff works as a team. He noted that he is involved in many administrative duties. Mr. Coleman stated that the PBSB's immediate need is for an Asst. Project Manager.

**Mr. Fabregas motioned, Mr. Damouni seconded to approve the position of an Associate Project Manager. The motion carried 9-1, with Ms. O'Brien dissenting.**

Mr. Streckenbein suggested that a science background be included as a component in the job posting if possible. Mr. Coleman commented that it can be included as a "preference."

**SIDEWALKS**

Mr. Coleman reported that the Board of County Commissioners has approved the selection of Agnoli, Barber & Brundage, Inc. to be the Pelican Bay sidewalks improvement project design engineer and has directed staff to bring back a negotiated contract for approval (expected in April). Ms. O'Brien commented that the contracted amount of approximately \$320,000 is about 14% higher than the estimate of \$281,000 and asked for the reason for the increase.

**LAKE 2-9 PROJECT**

Mr. Coleman commented that a pre-construction meeting for the Lake 2-9 project will be held during the last week of March and actual construction work is expected to begin on May 1. Ms. O'Brien suggested that we need to determine a strategy for lake bank remediation for our other lakes.

**BEACH DUNE SWALE**

Mr. Coleman reported that the quotes for the Beach Dune Swale project received on 2/12/2020 were unable to be accepted due to a line item bidding error. The project is out for re-bid and the bids are due back on 3/16/2020.

**FEBRUARY FINANCIAL REPORT**

**Mr. Griffith motioned, Mr. Fabregas seconded to accept the February financial report. The motion carried unanimously.**

**COMMITTEE REPORTS**

**BUDGET REPORT**

Mr. Swider commented that at last month's Budget Committee meeting there was a spirited discussion regarding a full-time Administrator. He announced that Mr. Dorrill scheduled the next Budget Committee meeting; however, it may be rescheduled to the following week. Ms. O'Brien suggested that the County is "sitting on" \$2.7 million dollars of ours, which we do not have access to in this fiscal year.

**CLAM BAY REPORT**

Ms. O'Brien reported that Clam Pass metrics and Clam Bay copper results continue to be very good. She commented that the Clam Bay Committee's priorities are (1) getting the reports on the latest water quality data from the County lab, (2) developing strategies to deal with the high phosphorus levels in Clam Bay, (3) developing timelines for maintenance dredging of Clam Pass, and (4) developing a proposal for scaevola (exotic) removal in Clam Bay.

Ms. O'Brien commented that the committee has requested that staff provide the County beach width survey results at the May committee meeting, to discuss whether Pelican Bay should participate in the County truck haul program, likely to be scheduled for November 2020. Also, County Coastal Zone Management will make a presentation at the May committee meeting on the County's proposed future beach resiliency program. Ms. O'Brien commented that the PBSO is responsible for PB beach renourishment from 500 feet south of Vanderbilt Beach down to Clam Pass.

Ms. O'Brien commented that Clam Bay deserves more staff time and suggested that our new employee take on Clam Bay responsibilities and be our point person for Clam Bay.

**LANDSCAPE & SAFETY REPORT**

Dr. Chicurel commented that there was no February Landscape & Safety Committee meeting. The next meeting will be held on March 19 in the PBSO Office in the SunTrust building. He reported (1) palms were removed in the median at the corner of Hammock Oak Dr. and PB Blvd. to improve line of sight, and (2) sharrrows have been repainted.

**WATER MANAGEMENT COMMITTEE**

Ms. McLaughlin commented that the ABB lake bank survey will be discussed at the next Water Management Committee meeting. She noted that the incidence of PB drainage pipe problems is low.

**AD HOC STRATEGIC PLANNING**

Ms. Jacob reported that staff will meet with County personnel, including Deputy County Manager Nick Casalanguida and Executive Director, Sean Callahan, on Friday (March 13) to discuss

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the latest site plans for the replacement Operations Building project and a possible lease agreement between the County and the PBSB. Mr. Fogg reported that he and staff met with Hyde Park Association residents to assuage their concerns regarding the proposed project. Mr. Fogg commented that the PBSB will be paying for the conceptual drawings. He expects construction to begin in 12 – 18 months. Ms. O'Brien suggested that we provide an article to the PB Post on the Operations Building replacement project.

Mr. Fogg commented that there are two possible available office spaces in the SunTrust Bldg. under consideration, to be a shared space by the PBSB and PBF. He noted that Mr. Dorrill will provide an update on the office space negotiations to the board sometime in the near future.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None

**MISCELLANEOUS CORRESPONDENCE**

None

**ADJOURNMENT**

**The meeting was adjourned at 1:49 p.m.**

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Scott Streckenbein, Chairman

Minutes approved [ ] *as presented* OR [ ] *as amended* ON [ ] *date*



		Pelican Bay Services Division							
		Proposed Fiscal Year 2021							
		FY 2021 Water Management 109	FY 2021 Community Beautification 109	FY 2021 Street Lights 778	FY 2021 Clam Bay* System 370	FY 2021 Capital* Projects 322	FY 2021 Total All Funds		
<b>Revenue</b>									
Carryforward of General Funds		\$859,800	\$1,579,600	\$1,989,400	\$14,700	\$834,100	\$5,277,600		
Carryforward of Encumbered Funds						\$1,596,600	\$1,596,600		
Interest Income		\$8,600	\$15,800	\$17,700	\$100	\$13,300	\$55,500		
County Contribution		\$34,100				\$520,000	\$520,000		
Interfund Transfers (320 Salary Share)							\$0		
Revenue Reserve		(\$47,300)	(\$165,200)	(\$32,200)	(\$9,400)	(\$71,100)	(\$325,200)		
Assessment or Advalorem Tax Levy		\$935,600	\$3,289,000	\$626,700	\$188,000	\$1,409,200	\$6,448,500		
<b>Total Revenue</b>		<b>\$1,790,800</b>	<b>\$4,719,200</b>	<b>\$2,601,600</b>	<b>\$159,300</b>	<b>\$4,302,100</b>	<b>\$13,573,000</b>		
<b>Appropriations Projections</b>									
<b>Personal Services Administration:</b>		\$352,900	\$1,654,300	\$103,600			\$2,110,800		
Indirect Cost Reimbursements		\$121,400		\$10,000			\$131,400		
Other Contractual Services		\$53,900	\$54,400	\$37,000			\$145,300		
Mgmt. Services \$98,400									
Extra Law Enforcement \$30,000									
FS Solutions (drug testing) \$700									
Public Relations \$8,100									
Tax Roll Preparation \$8,100									
Storage Contractor			\$700	\$700			\$1,400		
Telephone - Service Contracts		\$300	\$400	\$300			\$1,000		
Telephone - Direct Line		\$2,300	\$2,300	\$2,000			\$6,600		
Postage, Freight & Ups		\$1,000	\$1,200	\$500			\$2,700		
Rent - Buildings		\$35,000	\$35,000	\$35,000			\$105,000		
Rent - Equipment		\$1,600	\$1,500	\$1,200			\$4,300		
Insurance - General		\$1,500	\$400	\$300			\$2,200		
Information Tech Allocation		\$9,300	\$14,500	\$300			\$24,100		
Printing or Binding - Outside Vendors		\$600	\$1,400				\$2,000		
Legal Advertising		\$1,200	\$3,000				\$4,200		
Clerks Recording Fees, Etc.		\$600	\$1,000				\$1,600		
Office Supplies - General		\$1,500	\$3,000	\$800			\$5,300		
Minor Office Furniture		\$1,000	\$500				\$1,500		
Minor Data Processing Equip.		\$500	\$500				\$1,000		
Computer Software			\$900				\$900		

Other Training & Educational Exp.	\$1,000	\$1,000					\$2,000
Emergency Maintenance & Repairs	\$2,000	\$4,500					\$6,500
<b>Field Services:</b>							
Engineering							
Water Quality \$10,000		\$10,000		\$10,000			\$195,000
Wtr Mng Operations \$110,000							
Electrical Contractors				\$60,000			\$60,000
Other Contract Services	\$4,500	\$17,500		\$800			\$97,600
Qtr. Mntc. Aerators \$3,000							
Holiday Decorations \$14,000							
Vehicle GPS units; water cooler use; other misc. \$5,600							
Landscape Incidentals		\$2,600					\$2,600
Pest Control		\$500					\$500
Tree Trimming							
Exotic Vegetation Removal / Qtr. Mnt. \$50,000	\$50,000	\$297,100					\$347,100
Oaks \$122,000							\$0
Sea Grape 41 Berm \$45,300							\$0
Dodder Vine Removal \$27,000							\$0
Trim Sable Palms \$89,600							\$0
Misc. Stump Removal \$13,200							\$0
Temporary Labor	\$75,000	\$379,000		\$41,600			\$495,600
Berm & Swale Maintenance	\$200,000						\$200,000
Water Use Charges		\$116,800					\$116,800
Landscape Materials	\$9,500	\$162,500					\$172,000
Cellular Telephones/Radios	\$2,200	\$6,300		\$1,000			\$9,500
Trash & Dumpster Fees	\$24,000	\$4,200					\$28,200
Water Quality Testing	\$29,200						\$29,200
Insurance - Vehicles	\$1,400	\$12,500		\$900			\$14,800
Insurance - General	\$3,500	\$12,800		\$1,200			\$17,500
Information Tech Allocation	\$21,700	\$37,100		\$300			\$59,100
Bldg. Repairs/Mntc.	\$500	\$4,500		\$500			\$5,500
Vehicle and Boat Repairs/Mntc. (Outside Ven.)	\$1,400						\$1,400
Electricity		\$3,600		\$32,300			\$35,900
Fertilizers, Herbicides, Chemicals	\$100,000	\$120,000					\$220,000
Sprinkler System Maint		\$35,000					\$35,000
Mulch / Landscape Maintenance		\$86,000					\$86,000
Equipment Rental	\$1,000	\$5,500		\$1,200			\$5,700
Licenses and Permits		\$500					\$500
Fleet Repairs, Maintenance & Fuel	\$64,100	\$104,400		\$15,900			\$184,400
Road and Crosswalk Repairs		\$13,000					\$13,000
Minor Operating Equipment		\$11,500					\$11,500
Employee Uniforms	\$2,000	\$14,000					\$16,000
General Office Supplies	\$500	\$1,000		\$500			\$2,000



Other Equip. Repair / Maintenance	\$2,500	\$6,600	\$500	\$9,600
Other Operating Supplies	\$6,000	\$11,500	\$1,600	\$19,100
Light, Bulb and Ballast			\$25,000	\$25,000
Personal Safety Equipment	\$1,600	\$3,200	\$1,000	\$5,800
Paint supplies		\$500		\$500
Traffic Signs		\$20,000		\$20,000
Other Training & Educational Exp. / Travel		\$1,100		\$1,100
Emergency Maintenance & Repairs		\$3,300	\$9,600	\$12,900
<b>Capital Outlay</b>				
WM Computer for new APM; Replacement for PM	\$1,400	\$1,400	\$1,400	\$4,200
CB Field 3 HD Utility Vehicles		\$48,000		\$48,000
CB 2 F350 4 door		\$100,000		\$100,000
CB Golf cart		\$10,000		\$10,000
<b>Expenses Total for Personal Services, Operating and Capital Outlay</b>	\$1,289,400	\$3,442,000	\$397,000	
<b>Capital Projects</b>				
Sidewalk Project / Maintenance			\$20,000	\$20,000
Lake Bank Restoration - Oakmont Lake Engineering			\$150,000	\$150,000
Beach Renourishment			\$515,000	\$515,000
Tree Planting Project / Landscape Renewal			\$150,000	\$150,000
<b>Rolled Capital Projects/Programs, &amp; Reserves</b>				
Capital Rolled Projects			\$1,596,600	\$1,596,600
Reserves for Cash Flow	\$128,900	344,200	\$39,700	\$512,800
Reserve for Contingencies	\$33,600	90,500	\$9,900	\$134,000
Reserve For Capital Outlay / Future Construction	\$90,000	210,000	\$2,123,600	\$3,223,600
Reserve For Disaster Relief	\$201,700	479,200		\$680,900
Reserve for Attrition	(\$5,800)	(\$25,800)		(\$31,600)
Reserve for Future Debt Service			\$1,000,000	\$1,000,000
<b>Other Charges, Fees &amp; Transfers</b>				
CCWSD	\$6,200	\$14,600		\$20,800
Tax Collector	\$28,100	\$98,700	\$18,800	\$193,900
Property Appraiser	\$18,700	\$65,800	\$12,600	\$128,600
<b>Total Appropriations</b>	\$1,790,800	\$4,719,200	\$2,601,600	\$13,573,000
<b>Equivalent Residential Unit's:</b>	7658.90	7658.90	7658.90	7658.90
<b>Projected Rate: ERU or Millage</b>	\$122.159	\$429.435	0.0857	\$760.14
<b>Projected Total Rate: ERU or Millage</b>	\$551.59	\$208.54	0.0857	\$761.51
<b>Actual Rate (FY 2020)</b>	\$632.69	\$128.82	0.0857	(\$1.37)
<b>Actual Dollar/Millage Change</b>	(\$81.10)	\$79.72	0.0000	-0.18%
	-13%	61.89%	0.00%	

* In addition to PBSB Clam Bay Assessment the County contributes \$150,000 by dedicated project in Fund 111				
* \$20,000 County Contribution Sidewalk maintenance - included as revenue in Fund 322				
* \$500,000 County Contribution for sidewalk project - included as revenue in Fund 322				

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division**

Division Budgetary Cost Summary	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Personal Services	1,643,086	2,051,000	1,974,900	2,110,800	-	2,110,800	2.9%
Operating Expense	2,087,624	2,808,400	2,486,700	2,874,000	-	2,874,000	2.3%
Indirect Cost Reimburs	130,300	129,300	129,300	131,400	-	131,400	1.6%
Capital Outlay	180,542	171,300	169,100	162,200	-	162,200	(5.3)%
<b>Net Operating Budget</b>	<b>4,041,552</b>	<b>5,160,000</b>	<b>4,760,000</b>	<b>5,278,400</b>	<b>-</b>	<b>5,278,400</b>	<b>2.3%</b>
Trans to Property Appraiser	44,881	80,100	80,100	97,100	-	97,100	21.2%
Trans to Tax Collector	91,782	160,200	160,200	145,600	-	145,600	(9.1)%
Trans to 408 Water/Sewer Fd	17,200	20,800	20,800	20,800	-	20,800	0.0%
Reserve for Contingencies	-	115,100	-	134,000	-	134,000	16.4%
Reserve for Capital	-	1,824,800	-	2,423,600	-	2,423,600	32.8%
Reserve for Disaster Relief	-	680,900	-	680,900	-	680,900	0.0%
Reserve for Cash Flow	-	441,300	-	512,800	-	512,800	16.2%
Reserve for Attrition	-	(29,000)	-	(31,600)	-	(31,600)	9.0%
<b>Total Budget</b>	<b>4,195,415</b>	<b>8,454,200</b>	<b>5,021,100</b>	<b>9,261,600</b>	<b>-</b>	<b>9,261,600</b>	<b>9.6%</b>

Appropriations by Program	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Pelican Bay – Clam Pass Ecosystem Enhancement (111)	130,557	150,000	150,000	150,000	-	150,000	0.0%
Pelican Bay Community Beautification (109)	2,612,784	3,246,800	3,113,100	3,442,000	-	3,442,000	6.0%
Pelican Bay Street Lighting (778)	301,337	405,000	347,700	397,000	-	397,000	(2.0)%
Pelican Bay Water Management (109)	996,874	1,358,200	1,149,200	1,289,400	-	1,289,400	(5.1)%
<b>Total Net Budget</b>	<b>4,041,552</b>	<b>5,160,000</b>	<b>4,760,000</b>	<b>5,278,400</b>	<b>-</b>	<b>5,278,400</b>	<b>2.3%</b>
<b>Total Transfers and Reserves</b>	<b>153,863</b>	<b>3,294,200</b>	<b>261,100</b>	<b>3,983,200</b>	<b>-</b>	<b>3,983,200</b>	<b>20.9%</b>
<b>Total Budget</b>	<b>4,195,415</b>	<b>8,454,200</b>	<b>5,021,100</b>	<b>9,261,600</b>	<b>-</b>	<b>9,261,600</b>	<b>9.6%</b>

Division Funding Sources	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Ad Valorem Taxes	560,292	608,400	584,100	626,700	-	626,700	3.0%
Delinquent Ad Valorem Taxes	3,459	-	-	-	-	-	na
Special Assessments	4,023,222	4,845,700	4,651,900	4,224,600	-	4,224,600	(12.8)%
Intergovernmental Revenues	1,468	-	-	-	-	-	na
FEMA - Fed Emerg Mgt Agency	8,809	-	-	-	-	-	na
Miscellaneous Revenues	34,696	-	-	-	-	-	na
Interest/Misc	110,578	14,600	53,400	42,100	-	42,100	188.4%
Trans frm Property Appraiser	26,776	-	-	-	-	-	na
Trans frm Tax Collector	49,432	-	-	-	-	-	na
Net Cost Unincorp General Fund	130,557	150,000	150,000	150,000	-	150,000	0.0%
Trans frm 320 Clam Bay Cap Fd	34,500	36,900	36,900	34,100	-	34,100	(7.6)%
Carry Forward	3,185,200	3,072,100	3,973,600	4,428,800	-	4,428,800	44.2%
Less 5% Required By Law	-	(273,500)	-	(244,700)	-	(244,700)	(10.5)%
<b>Total Funding</b>	<b>8,168,989</b>	<b>8,454,200</b>	<b>9,449,900</b>	<b>9,261,600</b>	<b>-</b>	<b>9,261,600</b>	<b>9.6%</b>

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division**

<b>Division Position Summary</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Pelican Bay Water Management (109)	3.19	4.19	4.19	3.86	-	3.86	(7.9)%
Pelican Bay Community Beautification (109)	18.42	21.42	21.42	22.08	-	22.08	3.1%
Pelican Bay Street Lighting (778)	1.39	1.39	1.39	1.06	-	1.06	(23.7)%
<b>Total FTE</b>	<b>23.00</b>	<b>27.00</b>	<b>27.00</b>	<b>27.00</b>	<b>-</b>	<b>27.00</b>	<b>0.0%</b>

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Water Management (109)**

**Mission Statement**

To provide for the efficient and timely delivery of Water Management services to the Pelican Bay Community through necessary maintenance of the community's storm water system to assure its efficient operation in the transporting and treatment of the storm water. In addition, the Division strives to maintain the highest aesthetic appearance while maintaining the delicate balance of the ecosystem.

Program Summary	FY 2021 Total FTE	FY 2021 Budget	FY 2021 Revenues	FY 2021 Net Cost
<b>Water Management Program</b>	<b>3.86</b>	<b>1,289,400</b>	<b>935,600</b>	<b>353,800</b>
Includes the routine maintenance of the Pelican Bay Water Management System of approximately 3.5 miles of berm separating the developed property from the Clam Pass System. The system functions as a storm water treatment facility by removing nutrients and pollutants, thus improving the quality of storm water before it is discharged into Clam Bay.				
Current Level of Service Budget	<u><b>3.86</b></u>	<u><b>1,289,400</b></u>	<u><b>935,600</b></u>	<u><b>353,800</b></u>

Program Performance Measures	2019 Actual	FY 2020 Budget	FY 2020 Forecast	FY 2021 Budget
Aquatic plants planted	10,000	10,000	10,000	10,000
Forty-three lakes maintained/treated - times per year	52	52	52	52
Water quality testing - number of parameters	52	52	52	52

Program Budgetary Cost Summary	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Personal Services	277,259	358,000	334,600	352,900	-	352,900	(1.4)%
Operating Expense	561,749	762,600	580,400	813,700	-	813,700	6.7%
Indirect Cost Reimburs	119,100	119,300	119,300	121,400	-	121,400	1.8%
Capital Outlay	38,766	118,300	114,900	1,400	-	1,400	(98.8)%
<b>Net Operating Budget</b>	<u><b>996,874</b></u>	<u><b>1,358,200</b></u>	<u><b>1,149,200</b></u>	<u><b>1,289,400</b></u>	<u><b>-</b></u>	<u><b>1,289,400</b></u>	<u><b>(5.1)%</b></u>
<b>Total Budget</b>	<u><b>996,874</b></u>	<u><b>1,358,200</b></u>	<u><b>1,149,200</b></u>	<u><b>1,289,400</b></u>	<u><b>-</b></u>	<u><b>1,289,400</b></u>	<u><b>(5.1)%</b></u>
<b>Total FTE</b>	<u><b>3.19</b></u>	<u><b>4.19</b></u>	<u><b>4.19</b></u>	<u><b>3.86</b></u>	<u><b>-</b></u>	<u><b>3.86</b></u>	<u><b>(7.9)%</b></u>

Program Funding Sources	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Special Assessments	1,056,664	1,425,300	1,368,300	935,600	-	935,600	(34.4)%
Intergovernmental Revenues	1,468	-	-	-	-	-	na
FEMA - Fed Emerg Mgt Agency	8,809	-	-	-	-	-	na
Miscellaneous Revenues	10,696	-	-	-	-	-	na
Interest/Misc	545	-	-	-	-	-	na
<b>Total Funding</b>	<u><b>1,078,182</b></u>	<u><b>1,425,300</b></u>	<u><b>1,368,300</b></u>	<u><b>935,600</b></u>	<u><b>-</b></u>	<u><b>935,600</b></u>	<u><b>(34.4)%</b></u>

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Water Management (109)**

Forecast FY 2020:

Water quality management personal services and operating expenses combined forecast are under the adopted budget, driven largely by reduced spending for engineering fees, other contractual services, flood control swale maintenance and chemicals. Operating expenses include typical contractual services for extra deputy patrols during peak season. Due to an increased security risk at public schools, the additional law enforcement officers were not available to provide that service in FY20. The engineering fees for exotic vegetation removal and expenses for various flood control initiatives like swale and berm maintenance and planting desirable aquatic plants originally anticipated in FY2020 have been reduced. There have also been improvements made to the management of the maintenance spraying and chemical treatment for the lakes, consistent with Florida Department of Agriculture best practices, which has greatly reduced the operation expense.

Current FY 2021:

Personal Services decreased due to a reallocation of the salary and related expenses for the Operations Analyst, which will be fully funded out of the Right of Way/Community Beautification Program in FY21. Operating expenses increased in FY21 compared to FY20. The Division is anticipating an increase in the annual rent for leased office space in the SunTrust Bank Building. Administration has outgrown their current leased space and will be moving into a larger unit that will be shared with the Pelican Bay Foundation. IT and Fleet services also significantly increased due to an increased staff head count and capital assets. Microsoft policy changes require all county employees with a network account to pay for Office 365 and infrastructure cost. The IT costs also include a network edge replacement cost in FY21. Costs also increased as a result of Pelican Bay's 15% share of the Waste Management disposal fee as part of the beach raking/cleanup from Clam Pass to Vanderbilt Beach.

The higher operating expenses were offset by a decrease in capital outlay expense for FY21 compared to FY20. This Division is not part of the motor pool capital program and equipment is budgeted on a cash and carry basis based upon Fleet Management Division recommendations.

Revenues:

Special assessment revenue funding water management activities decreased from \$186.10 to \$122.16 per equivalent residential unit (ERU) in FY 2021 which will raise \$935,600.

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Community Beautification (109)**

**Mission Statement**

To provide for the efficient and timely delivery of Water Management services to the Pelican Bay Community by providing for the necessary maintenance of the community's storm water system to assure its efficient operation in the transporting and treatment of the storm water. In addition, the Division strives to maintain the highest aesthetic appearance, while responsibly maintaining the delicate balance of the ecosystem.

<b>Program Summary</b>	<b>FY 2021 Total FTE</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Revenues</b>	<b>FY 2021 Net Cost</b>
<b>Beautification Program</b>	<b>22.08</b>	<b>3,442,000</b>	<b>3,289,000</b>	<b>153,000</b>
Includes the routine maintenance of 2,873,750 square feet of right-of-way and community parks - including pruning, cutting, pesticide and fertilizer programs. Also annuals are changed two times per year and mulch is applied to 661,750 square feet of plant beds two times per year. Also included in this program is street sweeping, street trash pick-up and maintenance for traffic and entrance signs.				
<b>Current Level of Service Budget</b>	<b>22.08</b>	<b>3,442,000</b>	<b>3,289,000</b>	<b>153,000</b>

<b>Program Performance Measures</b>	<b>2019 Actual</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Budget</b>
Chemical weed control - times per year	24	24	24	24
Fertilizer applied - times per year	2	2	2	2
Flower plantings - times per year	2	2	2	2
Irrigation systems checked - times per year	12	12	12	12
Mulch application - times per year	2	2	1	1

<b>Program Budgetary Cost Summary</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Personal Services	1,251,652	1,571,800	1,521,300	1,654,300	-	1,654,300	5.2%
Operating Expense	1,221,614	1,623,000	1,538,600	1,628,300	-	1,628,300	0.3%
Capital Outlay	139,517	52,000	53,200	159,400	-	159,400	206.5%
<b>Net Operating Budget</b>	<b>2,612,784</b>	<b>3,246,800</b>	<b>3,113,100</b>	<b>3,442,000</b>	<b>-</b>	<b>3,442,000</b>	<b>6.0%</b>
<b>Total Budget</b>	<b>2,612,784</b>	<b>3,246,800</b>	<b>3,113,100</b>	<b>3,442,000</b>	<b>-</b>	<b>3,442,000</b>	<b>6.0%</b>
<b>Total FTE</b>	<b>18.42</b>	<b>21.42</b>	<b>21.42</b>	<b>22.08</b>	<b>-</b>	<b>22.08</b>	<b>3.1%</b>

<b>Program Funding Sources</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Special Assessments	2,966,558	3,420,400	3,283,600	3,289,000	-	3,289,000	(3.8)%
Miscellaneous Revenues	24,000	-	-	-	-	-	na
Interest/Misc	1,530	-	-	-	-	-	na
<b>Total Funding</b>	<b>2,992,088</b>	<b>3,420,400</b>	<b>3,283,600</b>	<b>3,289,000</b>	<b>-</b>	<b>3,289,000</b>	<b>(3.8)%</b>



**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Community Beautification (109)**

Forecast FY 2020:

The decrease in operating expenses is driven primarily by lower temporary labor and chemical expenditures. The Board approved additional FTEs in FY19 to offset some of the need for temporary labor. The Division reduced its temporary labor workforce significantly in FY20 as a result. There have also been improvements made to the management of our maintenance spraying and chemical treatment for the landscaping, consistent with Florida Department of Agriculture best practices, which has greatly reduced the operation expense.

Current FY 2021:

Personal Services increased due to the reallocation of the salary and related expenses for the Operations Analyst, which will be fully funded out of the Right of Way/Community Beautification Program in FY21. The budget for FY21 also includes the replacement for 3 heavy duty utility vehicles, 2 maintenance trucks, and a maintenance golf cart. This Division is not part of the motor pool capital program and equipment is budgeted on a cash and carry basis based upon Fleet Management Division recommendations. The Division is also anticipating an increase in the annual rent for leased office space in the SunTrust Bank Building. Administration has outgrown their current leased space and will be moving into a larger unit that will be shared with the Pelican Bay Foundation.

The increase in expenses was offset by an increase in forecasted cash and cash equivalent balance (carry-forward) totaling \$1,579,530.

Revenues:

Special assessment revenue funding for community beautification decreased from \$446.59 to \$429.44 per equivalent residential unit (ERU), which will raise \$3,289,000.

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Reserves & Transfers (109)**

Program Summary	FY 2021 Total FTE	FY 2021 Budget	FY 2021 Revenues	FY 2021 Net Cost
Reserve & Transfers	-	1,778,600	2,285,400	-506,800
Current Level of Service Budget	-	1,778,600	2,285,400	-506,800

Program Budgetary Cost Summary	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Trans to Property Appraiser	44,881	71,000	71,000	84,500	-	84,500	19.0%
Trans to Tax Collector	80,464	145,300	145,300	126,800	-	126,800	(12.7)%
Trans to 408 Water/Sewer Fd	17,200	20,800	20,800	20,800	-	20,800	0.0%
Reserve for Contingencies	-	115,100	-	124,100	-	124,100	7.8%
Reserve for Capital	-	200,000	-	300,000	-	300,000	50.0%
Reserve for Disaster Relief	-	680,900	-	680,900	-	680,900	0.0%
Reserve for Cash Flow	-	291,300	-	473,100	-	473,100	62.4%
Reserve for Attrition	-	(29,000)	-	(31,600)	-	(31,600)	9.0%
<b>Total Budget</b>	<b>142,545</b>	<b>1,495,400</b>	<b>237,100</b>	<b>1,778,600</b>	<b>-</b>	<b>1,778,600</b>	<b>18.9%</b>

Program Funding Sources	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Interest/Misc	69,897	7,300	32,700	24,400	-	24,400	234.2%
Trans frm Property Appraiser	26,776	-	-	-	-	-	na
Trans frm Tax Collector	43,336	-	-	-	-	-	na
Trans fm 320 Clam Bay Cap Fd	34,500	36,900	36,900	34,100	-	34,100	(7.6)%
Carry Forward	1,724,700	1,453,200	2,217,300	2,439,400	-	2,439,400	67.9%
Less 5% Required By Law	-	(242,700)	-	(212,500)	-	(212,500)	(12.4)%
<b>Total Funding</b>	<b>1,899,209</b>	<b>1,254,700</b>	<b>2,286,900</b>	<b>2,285,400</b>	<b>-</b>	<b>2,285,400</b>	<b>82.1%</b>

Current FY 2021:

Overall, special assessment revenue budgeted within this Fund decreased from \$632.69 to \$551.59 per equivalent residential unit. Available fund reserves increased in FY 2021 from \$1,258,300 to \$1,546,500. The increase in reserves was due to a higher amount budgeted for capital outlay and cash balance reserves. The Division budgeted cash balance reserves to cover 6-8 weeks of estimated expenses, as assessment revenues do not begin to flow in until November 2020.

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Street Lighting (778)**

**Mission Statement**

To maintain the Pelican Bay Street Lighting system as a well-balanced, functional system that provides a consistently lighted roadway for safety and appearance within the community.

Program Summary	FY 2021 Total FTE	FY 2021 Budget	FY 2021 Revenues	FY 2021 Net Cost
<b>Street Lighting Program</b>	1.06	406,900	644,400	-237,500
Includes the routine maintenance of the Pelican Bay roadway street lighting system including all up-lighting at the Pelican Bay entrances and bike path lighting. Street Lights consist of concrete poles and metal Halide lamps.				
<b>Reserves/Transfers</b>	-	2,194,700	1,957,200	237,500
Current Level of Service Budget	<u>1.06</u>	<u>2,601,600</u>	<u>2,601,600</u>	-

Program Performance Measures	2019 Actual	FY 2020 Budget	FY 2020 Forecast	FY 2021 Budget
% of Light posts inspected weekly	100	100	100	100
% of Lights repaired within 24 hours	100	100	100	100

Program Budgetary Cost Summary	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Personal Services	114,174	121,200	119,000	103,600	-	103,600	(14.5)%
Operating Expense	173,704	272,800	217,700	282,000	-	282,000	3.4%
Indirect Cost Reimburs	11,200	10,000	10,000	10,000	-	10,000	0.0%
Capital Outlay	2,259	1,000	1,000	1,400	-	1,400	40.0%
<b>Net Operating Budget</b>	<b>301,337</b>	<b>405,000</b>	<b>347,700</b>	<b>397,000</b>	-	<b>397,000</b>	<b>(2.0)%</b>
Trans to Property Appraiser	-	9,100	9,100	12,600	-	12,600	38.5%
Trans to Tax Collector	11,318	14,900	14,900	18,800	-	18,800	26.2%
Reserve for Contingencies	-	-	-	9,900	-	9,900	na
Reserve for Capital	-	1,624,800	-	2,123,600	-	2,123,600	30.7%
Reserve for Cash Flow	-	150,000	-	39,700	-	39,700	(73.5)%
<b>Total Budget</b>	<b>312,655</b>	<b>2,203,800</b>	<b>371,700</b>	<b>2,601,600</b>	-	<b>2,601,600</b>	<b>18.1%</b>
<b>Total FTE</b>	<b>1.39</b>	<b>1.39</b>	<b>1.39</b>	<b>1.06</b>	-	<b>1.06</b>	<b>(23.7)%</b>

Program Funding Sources	2019 Actual	FY 2020 Adopted	FY 2020 Forecast	FY 2021 Current	FY 2021 Expanded	FY 2021 Requested	FY 2021 Change
Ad Valorem Taxes	560,292	608,400	584,100	626,700	-	626,700	3.0%
Delinquent Ad Valorem Taxes	3,459	-	-	-	-	-	na
Interest/Misc	38,606	7,300	20,700	17,700	-	17,700	142.5%
Trans frm Tax Collector	6,096	-	-	-	-	-	na
Carry Forward	1,460,500	1,618,900	1,756,300	1,989,400	-	1,989,400	22.9%
Less 5% Required By Law	-	(30,800)	-	(32,200)	-	(32,200)	4.5%
<b>Total Funding</b>	<b>2,068,953</b>	<b>2,203,800</b>	<b>2,361,100</b>	<b>2,601,600</b>	-	<b>2,601,600</b>	<b>18.1%</b>

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay Street Lighting (778)**

Forecast FY 2020:

The decrease in operating expenses is driven by lower temporary labor and light, bulb, and ballast expenditures. The Board approved additional FTEs in FY19 to offset some of the need for temporary labor. The Division reduced its temporary labor workforce significantly in FY20 as a result. The light bulb and ballasts have a longer useful life than they previously did, and therefore require replacements less frequently.

Current FY 2021:

Personal Services decreased due to a reallocation of the salary and related expenses for the Operations Analyst, which will be fully funded out of the Right of Way/Community Beautification Program in FY21.

FY 2021 includes reserves for future construction and improvement of the street lighting system as identified in the Pelican Bay Community Improvement Plan.

Revenues:

This fund had a millage rate of .0857 in FY 2020 and the rate remains unchanged for FY 2021 in accordance with the advisory committee recommendation. Estimated taxable value for this district totals \$7,312,152,129 which represents a 3.0% increase over last year. Property taxes total \$626,700. The District's actual cash and cash equivalents (carry-forward) year over year increased \$158,400 to \$1,618,900 as of year ended September 30, 2019.

**Collier County Government  
Fiscal Year 2021 Requested Budget**

**Office of the County Manager**

**Pelican Bay Services Division  
Pelican Bay – Clam Pass Ecosystem Enhancement (111)**

**Mission Statement**

To provide funding assistance towards the management of the Clam Bay Estuary.

<b>Program Summary</b>	<b>FY 2021 Total FTE</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Revenues</b>	<b>FY 2021 Net Cost</b>
Clam Pass Ecosystem Enhancement	-	150,000	-	150,000
Current Level of Service Budget	-	150,000	-	150,000

<b>Program Budgetary Cost Summary</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Operating Expense	130,557	150,000	150,000	150,000	-	150,000	0.0%
Net Operating Budget	130,557	150,000	150,000	150,000	-	150,000	0.0%
Total Budget	130,557	150,000	150,000	150,000	-	150,000	0.0%

<b>Program Funding Sources</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Net Cost Unincorp General Fund	130,557	150,000	150,000	150,000	-	150,000	0.0%
Total Funding	130,557	150,000	150,000	150,000	-	150,000	0.0%

**Notes:**

Beginning mid-year FY 2015, a separate cost center was created and funds appropriated by budget amendment to assist with management of the Clam Bay Estuary.

**Current FY 2021:**

Previously budgeted as a transfer from the Unincorporated Area General Fund (111) to Pelican Bay Capital Fund (320), funds to assist with management of the Clam Bay Estuary are now directly budgeted within a separate Fund (111) cost center with direct signature authority by Pelican Bay MSTBU management.

**Collier County Government  
Fiscal Year 2021 Requested Budget - Capital Improvement Program**

**Capital Improvement Program**

**Clam Bay Restoration (320)**

<b>Program Budgetary Cost Summary</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Operating Expense	115,537	150,100	306,900	150,000	-	150,000	(0.1)%
<b>Net Operating Budget</b>	<b>115,537</b>	<b>150,100</b>	<b>306,900</b>	<b>150,000</b>	-	<b>150,000</b>	<b>(0.1)%</b>
Trans to Property Appraiser	2,170	3,300	4,000	3,300	-	3,300	0.0%
Trans to Tax Collector	4,337	6,000	6,000	6,000	-	6,000	0.0%
Trans to 109 PB MSTUBU Fd	34,500	36,900	36,900	34,100	-	34,100	(7.6)%
<b>Total Budget</b>	<b>156,544</b>	<b>196,300</b>	<b>353,800</b>	<b>193,400</b>	-	<b>193,400</b>	<b>(1.5)%</b>

<b>Program Funding Sources</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Special Assessments	216,847	198,600	190,700	188,000	-	188,000	(5.3)%
Interest/Misc	4,470	100	2,600	100	-	100	0.0%
Trans frm Property Appraiser	1,504	-	-	-	-	-	na
Trans frm Tax Collector	2,336	-	-	-	-	-	na
Carry Forward	106,600	7,500	175,200	14,700	-	14,700	96.0%
Less 5% Required By Law	-	(9,900)	-	(9,400)	-	(9,400)	(5.1)%
<b>Total Funding</b>	<b>331,757</b>	<b>196,300</b>	<b>368,500</b>	<b>193,400</b>	-	<b>193,400</b>	<b>(1.5)%</b>

<b>CIP Category / Project Title</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Forecasted</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Pelican Bay Capital								
Clam Bay Restoration	150,100	306,966	306,900	150,000	-	-	-	-
X-fers/Reserves - Fund 320	46,200	46,200	46,900	43,400	-	-	-	-
Pelican Bay Capital	196,300	353,166	353,800	193,400	-	-	-	-
<b>Program Total Project Budget</b>	<b>196,300</b>	<b>353,166</b>	<b>353,800</b>	<b>193,400</b>	-	-	-	-

**Collier County Government  
Fiscal Year 2021 Requested Budget - Capital Improvement Program**

**Capital Improvement Program**

**Clam Bay Restoration (320)**

Notes

On December 11, 2012, the Board reinstated the ongoing management responsibilities of Clam Pass to the Pelican Bay Services District.

Forecast FY 2020

This capital fund primarily appropriates dollars for restoration and improvements to the Clam Bay Ecosystem. The basis of accounting on the expense side of the equation provides that forecast capital dollars always match the amended budget for any year; the exception is reserves. The difference between forecast or amended budget dollars and those dollars actually spent, roll forward into the next fiscal year. This practice occurs until the project is closed out and dollars are re-appropriated. A project budget may also be amended prior to closure, re-directing current project dollars that may not be needed to either reserves or other ongoing projects. The primary active project is restoration of Clam Bay.

Current FY 2021

No new projects are proposed for FY 2021. New money in the amount of \$150,000 will be added to the Clam Bay restoration project in furtherance of this initiative. Customary constitutional officer transfers are appropriated in addition to a transfer to the Pelican Bay Operating Fund (109) for a portion of the division's project manager and new associate project manager position. No reserves are budgeted.

Revenues

Funding for part of the restoration and Improvement of the Clam Bay Eco-system comes from special assessment revenue based upon equivalent residential units within the District. For FY 2021, the equivalent residential unit (ERU) assessment within capital fund (320) has decreased from \$25.93 to \$24.55 which raises \$188,000. The total ERU's remain at 7,658.90 in FY2021.



**Collier County Government  
Fiscal Year 2021 Requested Budget - Capital Improvement Program**

**Capital Improvement Program  
Pelican Bay Hardscape & Landscape Improvements (322)**

<b>Program Budgetary Cost Summary</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Operating Expense	726,979	995,000	3,692,300	835,000	-	835,000	(16.1)%
Capital Outlay	58,753	-	452,800	-	-	-	na
<b>Net Operating Budget</b>	<b>785,732</b>	<b>995,000</b>	<b>4,145,100</b>	<b>835,000</b>	<b>-</b>	<b>835,000</b>	<b>(16.1)%</b>
Trans to Property Appraiser	32,142	64,000	51,200	28,200	-	28,200	(55.9)%
Trans to Tax Collector	64,234	23,400	36,200	42,300	-	42,300	80.8%
Reserve for Future Debt Service	-	500,000	-	1,000,000	-	1,000,000	100.0%
Reserve for Capital	-	-	-	800,000	-	800,000	na
<b>Total Budget</b>	<b>882,109</b>	<b>1,582,400</b>	<b>4,232,500</b>	<b>2,705,500</b>	<b>-</b>	<b>2,705,500</b>	<b>71.0%</b>

<b>Program Funding Sources</b>	<b>2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Forecast</b>	<b>FY 2021 Current</b>	<b>FY 2021 Expanded</b>	<b>FY 2021 Requested</b>	<b>FY 2021 Change</b>
Special Assessments	3,211,722	788,000	756,500	1,409,200	-	1,409,200	78.8%
Intergovernmental Revenues	16,913	-	-	-	-	-	na
FEMA - Fed Emerg Mgt Agency	101,478	-	-	-	-	-	na
Interest/Misc	68,040	3,100	37,500	13,300	-	13,300	329.0%
Trans frm Property Appraiser	24,437	-	-	-	-	-	na
Trans frm Tax Collector	34,595	-	-	-	-	-	na
Trans fm 111 Unincorp Gen Fd	-	520,000	520,000	520,000	-	520,000	0.0%
Carry Forward	1,177,500	310,700	3,752,600	834,100	-	834,100	168.5%
Less 5% Required By Law	-	(39,400)	-	(71,100)	-	(71,100)	80.5%
<b>Total Funding</b>	<b>4,634,685</b>	<b>1,582,400</b>	<b>5,066,600</b>	<b>2,705,500</b>	<b>-</b>	<b>2,705,500</b>	<b>71.0%</b>

<b>CIP Category / Project Title</b>	<b>FY 2020 Adopted</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Forecasted</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Hurricane Irma								
Hurricane Irma	-	1,102,501	1,102,500	-	-	-	-	-
Pelican Bay Capital								
Asset Management	-	48,093	48,100	-	-	-	-	-
Beach Renourishment Initiative	200,000	878,884	878,900	515,000	-	-	-	-
Field Site Improvements	-	331,590	331,600	-	-	-	-	-
Lake Aeration	-	104,588	104,600	-	-	-	-	-
Pelican Bay Hardscape Upgrades	175,000	410,185	410,300	150,000	-	-	-	-
Pelican Bay Lake Bank Enhance	600,000	1,132,200	1,132,200	150,000	-	-	-	-
Pelican Bay Traffic Sign Renovation	-	95,971	96,000	-	-	-	-	-
Roadway Improvements	-	20,945	20,900	-	-	-	-	-
Sidewalk Maintenance/Enhancements	20,000	20,000	20,000	20,000	-	-	-	-
X-fers/Reserves - Fund 322	587,400	587,400	87,400	1,870,500	-	-	-	-
Pelican Bay Capital	1,582,400	3,629,856	3,130,000	2,705,500	-	-	-	-
<b>Program Total Project Budget</b>	<b>1,582,400</b>	<b>4,732,357</b>	<b>4,232,500</b>	<b>2,705,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Collier County Government**  
**Fiscal Year 2021 Requested Budget - Capital Improvement Program**

**Capital Improvement Program**  
**Pelican Bay Hardscape & Landscape Improvements (322)**

Notes

On 7/9/2019, the board adopted Resolution 2019-140 (agenda item 11B) which authorized a capital contribution from the County of \$500,000 a year for a period of 10 years to replace and transfer responsibility of the maintenance of sidewalks and certain drainage outfalls in perpetuity to the Pelican Bay Services Division. The Board also authorized a contribution by Collier County of \$20,000 per year in perpetuity to be utilized for maintenance or enhancements to make the sidewalks compliant with ADA standards and to reduce liability.

Pelican Bay MSTU Debt:

The Pelican Bay Services Division (PBSD) is seeking a loan of up to \$17 million to provide funding for capital projects relating to sidewalk improvements, lake bank restorations and maintenance operation facility upgrades. This planned debt issuance relates to the asset swap agreement approved by the Board on 7/9/2019, Agenda Item 11B.

Loan proceeds are expected to be received in October 2020 so that the construction of sidewalks can commence in 2020. This schedule anticipates going to the market in July 2020 if it is advantageous to do so. If not, the project will be delayed until such time as the market is ripe to achieve the best interest terms and market participation. It is anticipated the debt will be structured as a ten-year competitive bank loan with an interest only payment due October 2021 and a principal and interest payment due April 2022. Since the bank loan timeline and process does not sync up with the regular assessment cycle, an interest only payment in October 2021 will allow the FY2022 budget and assessment to be based on an actual loan agreement and debt service schedule.

The debt structure is a covenant to budget and appropriate (CBA) pledge allowing Pelican Bay to leverage the County's credit rating and the rate is expected to be lower than a stand-alone Pelican Bay assessment credit. Annual PBSD assessment revenue will be segmented by maintenance, capital and debt service with the debt service piece transferred to the debt service fund. This approach will also eliminate potential legal and financing problems. The Service District is not interested in pursuing debt backed by ad valorem taxes due to the referendum requirements.

Estimated debt service for FY2022 is \$2,063,600 based on a ten-year loan with an all-in interest cost currently planned at 3.35%. As part of the asset swap agreement, Collier County authorized noted above, Collier County authorized a \$500,000 per year capital contribution for a period of ten years which will offset a portion of the annual debt service payment. This decreases the debt service assessment to \$1,645,900 (which includes the required 5% revenue reserve) or \$214.90 per ERU.

Forecast FY 2020

This capital fund primarily appropriates dollars for restoration and improvements to the Pelican Bay hardscape, irrigation and other capital amenity projects. The basis of accounting on the expense side of the equation provides that forecast capital dollars always match the amended budget for any year; the exception is reserves. The difference between forecast or amended budget dollars and those dollars actually spent, roll forward into the next fiscal year. This practice occurs until the project is closed out and dollars are re-appropriated. A project budget may also be amended prior to closure re-directing current project dollars that may not be needed to either reserves or other ongoing projects.

Current FY 2021

New capital dollars totaling \$835,000 will be allocated among the various capital initiatives including beach re-nourishment, lake bank enhancements, sidewalk maintenance and landscape renewal. The beach re-nourishment program funding in FY21 is \$515,000 which is an increase of \$315,000 over the annual funding of \$200,000. A portion of the beach re-nourishment project funds were reallocated for Pelican Bay sidewalk replacement engineering fees in FY20 and this amount is being replenished in FY21.

Revenues

Special assessment revenue per equivalent residential unit (ERU) increased from \$102.89 to \$184.00. This equates to assessment revenue totaling \$1,409,200 an increase of \$621,200 from FY 2020. Total ERUs remain at 7,658.90 in FY21. The \$520,000 transfer from the General Unincorporated General Fund (111) is the County's capital contribution relating to the transfer of asset responsibility for the maintenance of sidewalks and certain drainage outfalls to Pelican Bay.

FY 2021 Capital Projects Planning Estimates			
Description	FY2020	FY2021	Commentary
	CF Funding	Proposed Funding	
<b>Budgeted Projects 320/322</b>			
51026 Lake Bank Restoration	\$0	\$150,000	Oakmont Lake 4-1 engineering
50143 Shop / Field Improvements	\$281,426		Shop / Office replacement engineering
50103 Traffic Signs	\$95,971		Sign Replacements
50126 Beach Renourishment	\$563,883	\$515,000	Annual Accrual (plus repayment for sidewalk replacement engineering BA)
50066 CIP- Landscape Renewal	\$300,000	\$150,000	Tree Planting / Landscape Renewal
50157 Asset Management	\$29,877		GIS Infrastructure Layering
50108 Lake Aeration	\$104,588		Close Project - funding will be reallocated to 51026
50178 Sidewalk Engineering / Maintenance	\$200,000	\$20,000	ABB engineering contract carryforward for engineering / \$20,000 maintenance for ADA compliance
51100 Clam Bay Restoration		\$75,000	ABB Water Quality Monitoring; Humiston & Moore Tidal Data Monitoring. Data monitoring and web site hosting
		\$75,000	Earth Tech exotic vegetation removal
50158 Roadway Safety	\$20,945		Roadway Safety
<b>TOTALS:</b>	<b>\$1,596,690</b>	<b>\$985,000</b>	
<b>Projects budgeted for loan</b>			
FY2021 - loan starting in October 2020			
Sidewalk Replacement		\$5,514,308	ABB Engineering underway - Est \$6M for construction
Maintenace building		\$1,824,965	Construction estimate
Oakmont Lake 4-1		\$1,784,288	lake bank repair construction repair
		<b>\$9,123,561</b>	
FY2022 - starting in April 2022			
Lake Bank Restoration 1-3		\$609,856	lake bank repair construction estimate
Lake Bank Restoration 3-3		\$951,002	lake bank repair construction estimate
		<b>\$1,560,858</b>	
<b>TOTAL LOAN AMOUNT NEEDED:</b>		<b>\$10,684,419</b>	

## Financing Needs - Some thoughts *from Michael Fogg*

### Project 1 - Sidewalks

Latest cost projection is around \$5.5 million with \$900,000 contingency included.

Per County annual cost of financing \$5.5 million over 10 years would be approx. \$660,000 per year. County contribution is \$500,000 per year. Balance of \$160,000 represents \$21 per ERU. Could easily be covered in annual operating budget.

### Project 2 - Operations Building

Latest cost estimate is \$1.8 million (trying to reduce but say \$2.0 million). Expected carry-forward surplus in account 778 is \$2.5 million. Money in 778 can be repurposed to fund new operations building and still leave \$500,000 in account for future capital projects - which would be augmented each year by the difference between the annual AD Valorem assessment and streetlight operating costs, approx \$250,000.

Really only need \$ 5.5 million of debt to fund both these projects and additional cost to homeowners would be very small.

Additional financing needs for other large capital projects will also have to be considered.

MJF

6/3/2020

MJF Notes on Proposed 2020/21 budget

109

C/fwd \$2.4 million (+ \$2-300k more)

\$1.6m is reserves and \$800k is surplus

Projected 21' revenue is \$4.1 million and operating expenses + county charges of \$230K (up) is \$4.9m - before any increase in reserves using up most of surplus

Need some additions to reserves?

OK for 21' but impact on 22'? - \$760k = \$100 per ERU

Good news is "conservatism" in 21' a/c 109 budget - will probably underspend as we do every year (and maybe in a/c 322 budget)

- \$300k capital projects
- \$100k engineering fees +40%
- \$200k flood control + 33%
- \$220k fertilizer +30%

320

C/fwd only \$14K - projection is around \$200K!

778

C/fwd projected at \$2.0m - re-purpose?

322

C/fwd \$2.6m seems reasonable - May 31st balance \$4.5m, Committed \$1.7m, balance less comm. \$2.8m. Suggests \$0.2m of new/uncommitted BOY spending

### Projects

Beach re-nourishment + \$500k to \$1.1m OK?  
CIP Landscape renewal + \$150k to \$450k ?  
Clam Bay +\$150K - a/c 320 surplus?  
Shop field Improvements \$281k - needed?  
Traffic signs \$95k - needed?  
Lake aeration \$104k - needed?

Uncommitted \$800k! - needs a name - lake banks, 109 22" deficit?