

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
WEDNESDAY, FEBRUARY 4, 2015**

The Pelican Bay Services Division Board met on Wednesday, February 4 at 1 PM at the Community Center at Pelican Bay, located at 8960 Hammock Oak drive, Naples, Florida, 34108. In attendance were:

**Pelican Bay Services Division Board**

Dave Trecker, Chairman	Ken Dawson
Susan O'Brien, Vice-Chairman	John Iaizzo
Henry Bachman	Michael Levy
Joe Chicurel	Robert Schoonmaker (Appointed 1/27/15) <i>absent</i>
Tom Cravens	Scott Streckenbein

**Pelican Bay Services Division Staff**

Neil Dorrill, Administrator	Mary McCaughtry, Operations Analyst <i>absent</i>
Marion Bolick, Operations Manager	Lisa Jacob, Recording Secretary

**Also Present**

Kevin Carter, Field Manager, Dorrill Management Group  
Dave Cook, Chairman, Pelican Bay Foundation Board of Directors  
Tim Hall, Turrell, Hall & Associates, Inc.  
Jim Hoppensteadt, President, Pelican Bay Foundation  
Jerry Moffatt, Resident  
Bob Naegele, Pelican Bay Property Owners Association

**REVISED APPROVED AGENDA**

1. Roll Call
2. Agenda Approval
3. Approval of Meeting Minutes
  - a. 11/13/14 Ad-Hoc Commercial Member Committee
  - b. 12/3/14 Regular Session
  - c. 1/7/15 Regular Session
4. Audience comments
5. Priorities for remainder of FY 2015
6. Oakmont path maintenance
7. Clam Bay items
  - a. Clam Bay NRPA Management Plan
  - b. Tidal gauges
  - c. New Clam Bay water sampling sites/analysis (FDEP)

**Pelican Bay Services Division Regular Board Meeting  
February 4, 2015 Meeting Minutes**

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- d. Status of USACE dredging permit application
- 8. Administrator's Report
  - a. Honor for Lisa Jacob
  - b. Field and administrative manning needs
  - c. Catch-up on meeting minutes
  - d. Monthly financial report
  - e. Yield signs
  - f. Extra security
- 9. Chairman's report
- 10. Committee reports
  - a. Budget
  - b. Water Management
  - c. Landscape & Safety
  - d. Clam Bay
- 11. Old Business
- 12. New Business
- 13. Adjournment

**ROLL CALL**

With the exception of Mr. Schoonmaker, all members were present and a quorum was established.

**AGENDA APPROVAL**

*Mr. Cravens motioned, Mr. Bachman seconded to approve the agenda as amended [add items "8e. Update on Yield Signs" "8f. Extra Security" and "10c. Brazilian Pepper"]. The motion carried unanimously.*

**APPROVAL OF MEETING MINUTES**

**11/13/14 AD-HOC COMMERCIAL MEMBER COMMITTEE**

*Mr. Cravens motioned, Mr. Levy seconded to approve the 11/13/14 minutes as amended [p. 2 add "if" after "asking"]. The motion carried unanimously.*

Pelican Bay Services Division Regular Board Meeting  
February 4, 2015 Meeting Minutes

12/3/14 Regular Session

*Mr. Cravens motioned, Mr. Bachman seconded to approve the 12/3/14 minutes as amended [p. 2 under audience comments change "submitted" to "read"; change "Stone" to "Scone"; add "median" landscaping; "PDSB" to "PBSD"; p. 3 Mr. Cravens motioned to approve permit; "by" should be "to"; "Mr. Hall... material." Delete rest of sentence then add "He said two sets of plans would be submitted, one for the ten-year dredging permit and the other for a letter of permission that would be used should the Pass close before the ten-year permit is issued." Add "A letter of permission may take 2-3 months"; p. 4 item f., second sentence should begin with lower case letter; p. 5 under Landscape & Safety add "Pelican Bay Boulevard" after "repaving"; insert "lake" after "Oakmont"; under Ad-Hoc, "Dr. Trecker" seconded]. The motion carried unanimously.*

1/7/15 Regular Session

*Mr. Cravens motioned, Mr. Bachman seconded to approve the 1/7/15 minutes as amended [p. 2 "Mr. Bachman"; p. 8 under Status of yield signs, "The County Transportation Dept. wanted all of the yield signs scheduled to be installed at the crosswalks to be larger with a minimum clearance of 7 ft."; p. 9, "Dr. Chicurel withdrew his motion and Mr. Cravens withdrew his second"; p. 10, "The Pelican Bay Foundation President recommended to the Pelican Bay Foundation Board against placing a non-voting member on the PBSD due to Sunshine Laws and conflict of interest issues. The PBSD Board agreed this position would not be filled."; Under item a., the word "the" before Blue Tilapia should be stricken. Then "On a vote of 3-2 the Water Management Committee decided not to add additional lakes to the tilapia pilot test lake which is behind the Community Center." Mr. Streckenbein... "due to the possible effect tilapia might have on the ecosystem..." Then "The other Committee members agreed." Then "More investigation will be done.", and "The original experiment was a success". Then "Water Management Committee." Then "They have been..." On p. 10, item b. should read "Landscape & Safety Committee", and the first sentence should read, "A bicycle safety workshop and clinic will be held on Wed, Feb 25 at Pelican Bay Community Center, sponsored by PBSD and presented by Naples Pathways Coalition". "The Naples Police Department will attend and present the laws and rules of cycling. Naples Cyclery will perform free safety checks of bicycles and helmets. "The Pelican Bay Foundation has provided a great deal of help". On p. 11, strike Mr. Cravens to read Dr. Chicurel "an accident" not "the accident". "The email indicated the injuries suffered by this woman will be ongoing for quite some time." Item iii should read, "Vegetation overgrowth onto pathways and roads needs to be trimmed back on a regular basis. Lack of manpower has been identified as the reason why timely trimming has not been done in the past. The Pelican Bay Foundation 2014 survey indicated that Pelican Bay's landscape is a high priority for Pelican Bay residents". Under Budget Committee, p. 11, "At the November Board meeting Mr. Dorrill brought up the possibility of expanding the PBSD field management by having his firm hire Lisa and in turn having her spend approximately three days a week on PBSD field management activities. At the December 10, 2014 Budget Committee Meeting it was*

Pelican Bay Services Division Regular Board Meeting  
February 4, 2015 Meeting Minutes

*asked that an alternative approach be explored by Staff, that being to upgrade Lisa's position within the PBSB and adding a clerical secretarial person to the PBSB office staff to replace Lisa". On p. 3 insert "approved" before listing agenda; p. 5, item b, "The cost per installation..." rather than "device". Item d, the sentence starting, "Marion Bolick..." should indicate the "County's purchasing agent"; Steve "Gong" not Long, and p. 11, item d, "Ad-Hoc Commercial Membership Committee". The motion carried unanimously.*

**SUMMARY MINUTES GOING FORWARD**

*Mr. Cravens motioned, Ms. O'Brien seconded that future minutes be summary minutes only. The motion carried unanimously.*

**AUDIENCE COMMENTS**

A resident of Oak Lake Sanctuary asked for the status of a variance for riprap on their lake and was advised by Mr. Dorrill that a meeting was scheduled with SFWMD and the engineer to address this issue.

Mr. Moffatt from L'Ambiance asked the Board to consider the lake banks in L'Ambiance and also made suggestions for improving the landscaping.

**PRIORITIES FOR REMAINDER OF FY 2015**

*Mr. Cravens motioned, Mr. Bachman seconded to approve the PBSB priorities for the remainder of FY 2015. The motion passed unanimously.*

Dr. Chicurel noted for the record the various problems and safety issues that he has documented with the Oakmont pathway, indicating that it was not safe for walking, and that the repair needed to be completed.

**OAKMONT PATHWAY MAINTENANCE**

Dr. Trecker gave an update on the issue, indicating that the PBSB Board was awaiting on an opinion from County Attorney Jeff Klatzkow.

*Mr. Cravens motioned, Mr. Bachman seconded that Mr. Dorrill and Dr. Trecker work with Mr. Cook and Mr. Hoppensteadt to explore an interim solution to the immediate problems on the pathway, and a permanent solution such as a conveyance of responsibility or title to the PBSB to maintain the path, concomitant with redoubling efforts to get a legal opinion from Mr. Klatzkow on the issue. A roll call vote was then taken: Mr. Dawson, Yes; Mr. Iaizzo, Yes; Mr. Levy, Yes; Mr. Cravens, Yes; Dr. Trecker, Yes; Ms. O'Brien, No; Dr. Chicurel, Yes; Mr. Bachman, Yes; Mr. Streckenbein, Yes. The motion carried 8 - 1.*

**Pelican Bay Services Division Regular Board Meeting  
February 4, 2015 Meeting Minutes**

**CLAM BAY NRPA MANAGEMENT PLAN**

The Chairman thanked everyone who was involved in the long process of developing the Clam Bay Management Plan.

**TIDAL GAUGES**

Mr. Hall continues to attempt to schedule the vendor's appointment at Pelican Bay.

*Mr. Cravens motioned, Ms. O'Brien seconded that the amount of money authorized for the tidal gauges [purchase and installation] be increased by \$5,000, the total not to exceed*

**NEW CLAM BAY WATER SAMPLING SITES**

Mr. Hall will assist staff in collecting samples from the new sites beginning this month.

*Ms. O'Brien motioned, Mr. Bachman seconded to authorize Mr. Hall to submit to FDEP to modify the existing permit to change the water quality sites from the original five to the nine new ones. The motion carried unanimously.*

**STATUS OF USACE DREDGING PERMIT APPLICATION**

Mr. Hall submitted the biological assessment and approved Management Plan to the U.S. Army Corps of Engineers (USACE) and the public notice should be issued this month.

**ADMINISTRATOR'S REPORT**

**HONOR FOR LISA JACOB**

The Board recognized Ms. Jacob's award for Graduate Student of the Year at Hodges University.

**FIELD AND ADMINISTRATIVE MANNING NEEDS**

Staff will be providing a revised draft to the Landscape and Safety Committee on overall staffing needs and some projections as part of the FY 2016 tentative budget on both the operating and administrative sides.

**CATCH UP ON MEETING MINUTES**

An effort is being made to catch up on the meeting minutes and Mr. Dorrill expects that this will be accomplished quickly.

**MONTHLY FINANCIAL REPORT**

Mr. Dorrill presented the January financial report.

**Pelican Bay Services Division Regular Board Meeting  
February 4, 2015 Meeting Minutes**

**YIELD SIGNS**

This issue has been resolved with the County Transportation Department. The Services Division is required to increase the size of the signs, but the new signs will fit on the old posts.

**CHAIRMAN'S REPORT**

Mr. Dawson was appointed to the Water Management Committee.  
Mr. Bachman was appointed to serve as Co-Chairman of the Budget Committee.

**BUDGET COMMITTEE REPORT**

Mr. Levy gave a brief report to the Board on Budget Committee activities.

**WATER MANAGEMENT COMMITTEE REPORT**

The water quality reports from the 30 lakes tested were discussed and suggestions made for advising residents of the copper levels.

**LANDSCAPE & SAFETY COMMITTEE**

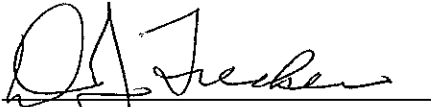
Dr. Chicurel presented updates on the upcoming bicycle safety workshop and clinic. He discussed the manpower and budget taking place as it relates to landscaping and gave documentation of another slip and fall on the Oakmont Lake path which was placed into the record.

**BRAZILIAN PEPPER**

Mr. Cravens touched briefly on the Brazilian Pepper growing in the mangroves adjacent to the boardwalk in Clam Pass. Mr. Dorrill indicated that it would be addressed.

**ADJOURNMENT**

*Mr. Cravens motioned, Mr. Bachman seconded to adjourn. The motion carried unanimously and meeting adjourned at 3:34 p.m.*

  
Dave Trecker, Chairman

Minutes approved [ ] as presented OR [  ] as amended ON [ 3-4-15 ] date