

PELICAN BAY SERVICES DIVISION REGULAR BOARD SESSION
SEPTEMBER 2, 2015

The Pelican Bay Services Division Board met at 1:00 p.m. on Wednesday, September 2, 2015, at the Community Center at Pelican Bay, 8960 Hammock Oak Drive, Naples, Florida. In attendance were:

Pelican Bay Services Division Board

Susan O'Brien, Chairman	Ken Dawson
Joe Chicurel, Vice-Chairman	Bohdan Hirniak
Patricia Bush	Scott Streckenbein
Tom Cravens	Dave Trecker

Pelican Bay Services Division Staff

Neil Dorrill, Administrator	Mary McCaughtry, Operations Analyst
Marion Bolick, Operations Manager	Lisa Jacob, Recording Secretary

Also Present

Kevin Carter, Dorrill Management Group
David Cook, Chairman, Pelican Bay Foundation
Joseph Doyle, M.D.
Jim Hoppensteadt, President, Pelican Bay Foundation
Marielle Kitchener, Turrell-Hall & Associates
Ellie Tracy, President, Avalon Association
Gary Ventress, PBSB Board Candidate

APPROVED AGENDA (AS AMENDED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of meeting minutes
 - a. 7/1/15 Regular Sessions (~~6/4/14 & 7/3/14 items removed from agenda~~)
 - b. 6/19/14 Special Session (approved as amended)
 - c. ~~1/29/15 Ad-Hoc-Priorities Committee (item removed from agenda)~~
 - d. ~~5/26/15 Beach-Renourishment-Committee (item removed from agenda)~~
5. Audience comments
 - a. Background information (*add-on*)
6. Use of blue tilapia in two upper ponds to test effectiveness
7. Determine steps involved for PBSB to pursue water management responsibilities for 19 private ponds in Pelican Bay
 - a. Installing aeration equipment and littoral plantings in FY16 in all ponds for which PBSB has responsibility
8. Adopt calendar of suggested topics for Board meetings from Oct 2015 to May 2016

**Pelican Bay Services Division Board Regular Session
September 2, 2015 Meeting Minutes**

9. Adopt suggested Board meeting guidelines
10. Seek modification to FDEP permit for hand dug channels so County photographs of Clam Bay in January can be substituted for infrared photographs in July
11. Install two no parking signs at Glenview Circle
12. Recommend to BCC to appoint Gary Ventress to PBSB Board to fill residential vacancy
13. Commercial PBSB Board members
14. Tree removal near Waterpark Place
15. PBSB/PBF Landscaping
16. Administrator's report
 - a. Approval of July and August financial reports
 - b. Timeline for FY16 budget approval
 - c. Update on project manager & administrative assistant positions
 - d. Update on outstanding meeting minutes
 - e. Bolick and PBSB recognition by national trade magazine
17. Committee reports
 - a. Budget
 - b. Clam Bay
 - c. Landscape & Safety
 - d. Water Management
18. Chair's Report
 - a. Committees
 - b. Information to Board members
19. Unfinished business
20. New business
21. Adjournment

ROLL CALL

All members were present and a quorum was established.

AGENDA APPROVAL

Mr. Hirniak motioned, Dr. Chicurel seconded to approve the agenda with the addition of item 5A and item 13 was moved to 7A. Item 4a was modified removing 6/4/14 & 7/3/14 minutes and items 4c and 4d were also stricken. The motion carried unanimously.

APPROVAL OF MEETING MINUTES

Mr. Cravens motioned, Dr. Bush seconded to approve the 7/1/2015 Regular Session minutes as amended. The motion carried unanimously.

Mr. Cravens motioned, Dr. Trecker seconded to approve the 6/19/2014 Special Session minutes as amended. The motion carried unanimously.

**Pelican Bay Services Division Board Regular Session
September 2, 2015 Meeting Minutes**

AUDIENCE COMMENTS

Dr. Joseph Doyle commented on the budget.

Ms. Ellie Tracy as Board Director of Avalon Association requested the Division find a new solution to control algae in the Avalon lake. The floating islands were no longer effective, contained weeds and looked unkempt. An Avalon resident commented on chemical and biological agents used for algae treatment. Another Avalon resident commented on excess fertilizer usage causing algae growth and Dr. Trecker explained the Water Management Committee was working on ways to better educate the community about these problems.

BACKGROUND INFORMATION

Dr. Trecker expressed concern with the Chairman's handout on background information which he believed was too subjective and suggested that PBSB issues be stated objectively.

USE OF BLUE TILAPIA IN TWO UPPER PONDS TO TEST EFFECTIVENESS

Mr. Cravens motioned, Dr. Trecker seconded that staff be directed to select two upland lakes to stock with blue tilapia to continue the experiment that was put on hold last year. The motion carried 5 to 3 (Bush, Cravens, Hirniak, Streckenbein, Trecker voted in favor; Chicurel, Dawson, O'Brien opposed).

DETERMINE STEPS INVOLVED FOR PBSB TO PURSUE WATER MANAGEMENT RESPONSIBILITIES FOR 19 PRIVATE PONDS IN PELICAN BAY

Dr. Trecker moved, Mr. Cravens seconded that the PBSB Board direct staff to determine the steps involved in seeking maintenance easements in the remaining 19 lakes now maintained by the private associations, and the attendant costs for maintaining those lakes. The motion carried 5 to 3 (Bush, Cravens, Hirniak, Streckenbein, Trecker voted in favor; Chicurel, Dawson, O'Brien opposed).

INSTALLING AERATION EQUIPMENT AND LITTORAL PLANTINGS IN FY16 IN ALL PONDS FOR WHICH THE PBSB HAS RESPONSIBILITY

Dr. Trecker motioned, Mr. Cravens seconded that the PBSB Board approve littoral plantings in lakes in which plantings have not already been made. The motion carried 7 to 1 (O'Brien opposed).

ADOPT CALENDAR OF SUGGESTED TOPICS FOR BOARD MEETINGS FROM OCTOBER 2015 TO MAY 2016

Ms. O'Brien motioned, Mr. Dawson seconded that the Board adopt the calendar of suggested topics for Board meetings from October 2015 to May 2016. After Board input, the motion was withdrawn.

ADOPT SUGGESTED BOARD MEETING GUIDELINES

Board Members agreed to revise the fourth bullet point to read, "Bullet summaries in lieu of rewritten summaries included." Board members agreed to add a fifth bullet point to read, "The guidelines allowing only one comment per person per agenda item be strictly enforced."

Ms. O'Brien motioned, Mr. Cravens seconded that the Board accept the PBSB meeting guidelines (the purpose of which was to streamline the meeting process) as amended at the meeting. The motion carried unanimously.

SEEK MODIFICATION TO FDEP PERMIT FOR HAND DUG CHANNELS SO COUNTY PHOTOGRAPHS OF CLAM BAY IN JANUARY CAN BE SUBSTITUTED FOR INFRARED PHOTOGRAPHS IN JULY

The Board discussed the pros and cons of this proposal made at staff's recommendation and decided to continue with the infrared photographs in July as has been done in the past.

INSTALL TWO NO PARKING SIGNS AT GLENVIEW CIRCLE

Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB install two no parking signs on the east and west sides of Glenview Circle, and that the signs be in compliance with Pelican Bay Foundation Covenants and County regulations. After Board and audience input, the motion was tabled until the October meeting to enable research to be done on the issue.

RECOMMENDATION TO BCC BOARD TO APPOINT GARY VENTRESS TO PBSB BOARD TO FULFILL RESIDENTIAL VACANCY

Mr. Cravens motioned, Mr. Dawson seconded to recommend to the Board of County Commissioners to appoint Gary Ventress to the PBSB Board. After Board input, the motion was withdrawn. The Board agreed to re-advertise the position to give potential candidates additional time to apply, and agreed to revisit this issue at the October meeting.

INSTALLATION OF AERATION EQUIPMENT

Dr. Trecker felt that if and when the funds were available that aerators should be installed in the additional ponds, but appreciated the budgetary implications of it. An estimate of aerator and attendant maintenance costs will be obtained, and the Water Management Committee as well as the Budget Committee will be asked to bring a recommendation to the Board.

COMMERCIAL PBSB BOARD MEMBERS

Dr. Trecker stated the position of the Ad Hoc Committee that was formed to address this issue after reaching out to all commercial entities, no responses were received, and one gentleman eventually joined the Board, but soon after resigned. Ms. O'Brien will personally contact the commercial entities in Pelican Bay, and will bring her report to the Board by year's end.

TREE REMOVALS NEAR WATERPARK PLACE

Dr. Bush motioned, Ms. O'Brien seconded that all new PBSB members and new employees be given copies of our ordinances. The motion carried unanimously.

PBSB/PBF LANDSCAPING

The PBSB has been maintaining the landscaping on Foundation property and other passive recreation and private areas for at least the past 25 years, and an effort to formalize this work could be accomplished by obtaining the landscaping maintenance easement as noted in Exhibit A of the sample easement, and would require approval by the Board of County Commissioners (BCC).

The PBSB Board still has many questions on this issue and have requested answers from Mr. Dorrill.

Mr. Dave Cook, Chairman, Pelican Bay Foundation, read a statement into the record urging the Board to move forward with obtaining landscaping maintenance easements to continue performing this work.

APPROVAL OF JULY AND AUGUST FINANCIAL REPORTS

Mr. Cravens motioned, Dr. Trecker seconded to accept the July and August financial reports as presented. The motion carried unanimously.

TIMELINE FOR FY16 BUDGET APPROVAL

Following the preliminary BCC Budget Workshop, at Commissioner Hiller's request, Mr. Dorrill prepared a response to address Dr. Doyle's concerns. Commissioner Hiller indicated she supported the PBSB's proposed FY16 budget and it is anticipated the budget will be adopted at the BCC's FY 16 Budget Hearing on September 4.

UPDATE ON PROJECT MANAGER & ADMINISTRATIVE ASSISTANT POSITIONS

The County's Human Resources Department will post both positions internally and eligible candidates' applications will be forwarded to the Division for review and the timeline is imminent.

UPDATE ON OUTSTANDING MEETING MINUTES

The outstanding meeting minutes are on track to be completed by the end of the month.

BOLICK & PBSB RECOGNITION BY NATIONAL TRADE MAGAZINE

Mr. Dorrill noted the recognition of Mr. Bolick by a national trade magazine.

COMMITTEE REPORTS

CLAM BAY

Dr. Trecker asked that conductivity readings be included in Clam Bay water quality reports.

Pelican Bay Services Division Board Regular Session
September 2, 2015 Meeting Minutes

LANDSCAPE & SAFETY

Dr. Chicurel reviewed his written report, noting the Oakmont Lake pathway overlay work was completed except for punch list items. At its last meeting, the Committee discussed improving the appearance of entrances, line-of-sight issues at cul-de-sacs, and fading sharrow markings. Also, the Green Tree pathway needs attention; and feasibility as determined of changing the lane designations at northbound Hammock Oak Dr. & Vanderbilt Beach Rd.

WATER MANAGEMENT

The Board discussed potential uses of an algae skimmer and a video would be provided.

CHAIRMAN'S REPORT

COMMITTEES

Ms. O'Brien asked Mr. Streckenbein to chair the Budget Committee.

Mr. Streckenbein indicated that he would think about it and decide later.

ADJOURNMENT

The meeting was adjourned at 3:48 p.m.



Susan O'Brien, Chairman

Minutes approved [] *as presented* OR [] *as amended* ON [11-4-15] *date*

Reviewed by [JS] *staff initials* [11-13-15] *date*