

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
NOVEMBER 4, 2015**

The Pelican Bay Services Division Board met on Wednesday, November 4, 2015, 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

Susan O'Brien, Chairman

Joe Chicurel, Vice-Chairman

Tom Cravens

Ken Dawson (*absent*)

Bohdan Hirniak

Scott Streckenbein

Dave Trecker

Pelican Bay Services Division Staff

Neil Dorrill, Administrator

Marion Bolick, Operations Manager

Mary McCaughtry, Operations Analyst

Lisa Jacob, Associate Project Manager

Barbara Shea, Recording Secretary

Also Present

Tim Durham, County Manager's Office

Jim Hoppensteadt, Pelican Bay Foundation

Robert Naegele, PBPOA

Peggy Pinterich, American Momentum Bank

Arielle Poulos, Turrell-Hall & Associates

Mike Shepherd, Pelican Bay Resident

Gary Ventress, Pelican Bay Resident

FINAL AGENDA

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of meeting minutes
 - a. 6/4/14, 7/2/14, & 9/2/15 Regular Sessions
 - b. 1/29/15 Ad-hoc Priorities Committee
 - c. 5/26/15 Beach Renourishment Committee
5. Audience comments
6. * Select candidates to recommend for appointment to PBSB Board
7. * Establish timeline and topics for orientation for PBSB Board members
8. * Consider adopting a new format for approved meeting minutes
9. * Consider conducting investigation requested by Pelican Bay Property Owners Association
10. * Remove floating islands from pond at Avalon
11. * Seek cost estimate for biannual sediment testing of 10 ponds
12. * Approve presentation "An Update on Water Quality in Pelican Bay"
13. * Select two ponds for bacteria treatment trials, monthly water quality testing, and biannual sediment testing
14. * Request that Collier County include PBSB on the notification list at the pre-application stage for site improvement plans for any public street in Pelican Bay
15. * Not move ahead with Phase 3 CIP landscaping and utilize the funds for Board approved landscaping recommendations made by staff

16. Administrator's report
 - a. Updates on
 - i. Priority projects for Project Manager, Associate for next 30-60 days
 - ii. Timeline for swale work at Oak Lake Sanctuary
 - iii. Oakmont lake pathways
 - iv. Repairs to entrance sign at North Pelican Bay Blvd
 - v. Repairs to wall on bridge overpass near Watergate Way
 - b. October financial report
17. Committee reports
 - a. Budget
 - b. Clam Bay
 - c. Landscape & Safety
 - d. Water Management
18. Chair's report
 - a. Dorrill Management Group invoices for FY14 and FY15
 - b. Provisions added to 2014 Dorrill Management Group agreement
 - c. Use of Azole Type C wood on north boardwalk project
 - d. Administrator support for PBSB activities
19. Unfinished business
20. Miscellaneous Correspondence
21. New business
22. Adjournment

ROLL CALL

Mr. Dawson was absent and a quorum was established.

AGENDA APPROVAL

Mr. Cravens motioned, Dr. Trecker seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 6/4/14, 7/2/14, and 9/2/15 REGULAR SESSION MEETING MINUTES

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the 6/4/14 meeting minutes as amended. The motion carried unanimously.

Mr. Cravens motioned, Dr. Chicurel seconded to approve the 7/2/14 meeting minutes as amended. The motion carried unanimously.

Mr. Cravens motioned, Dr. Chicurel seconded to approve the 9/2/15 meeting minutes as amended. The motion carried unanimously.

APPROVAL OF 1/29/15 AD-HOC PRIORITIES COMMITTEE MEETING MINUTES

Mr. Cravens motioned, Dr. Chicurel seconded to approve the 1/29/15 Ad-Hoc

Priorities Committee meeting minutes as amended. The motion carried unanimously.

APPROVAL OF 5/26/15 BEACH RENOURISHMENT MEETING MINUTES

Mr. Cravens motioned, Dr. Trecker seconded to approve the 5/26/15 Beach Renourishment meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Mr. Chuck Roth, Mr. Phil Kaplan, Mr. Ted Raia, and Ms. Mollie Moffatt commented.

SELECTION OF CANDIDATES TO RECOMMEND FOR APPOINTMENT TO PBSB BOARD

Mr. Cravens motioned, Dr. Trecker seconded to recommend that the BCC appoint Mr. Shepherd and Mr. Ventress as residential members. The motion carried unanimously.

Mr. Cravens motioned, Dr. Trecker seconded to recommend that the BCC appoint Ms. Pinterich as a commercial member. The motion carried unanimously.

ESTABLISH TIMELINE AND TOPICS FOR ORIENTATION FOR PBSB BOARD MEMBERS

The Board directed staff to develop a Board orientation program for new and current PBSB Board members in early 2016.

CONSIDER ADOPTING A NEW FORMAT FOR APPROVED MEETING MINUTES

The Board directed staff to revise draft minutes to include approved changes and these amended minutes would be submitted to the Collier County Clerk of Courts.

CONSIDER CONDUCTING INVESTIGATION REQUESTED BY PELICAN BAY PROPERTY OWNERS ASSOCIATION

The Board discussed a letter received from Pelican Bay Property Owners Association concerning Gulf Bay Development's project on Pelican Bay Blvd. which changed several median cuts and traffic patterns. These changes had to comply with current Collier County traffic standards, resulting in the need to remove several trees in the right-of-way. Pelican Bay Property Owners Association Chairman Naegele stated that as a result of new information he received after sending the letter, he did not agree with the concerns stated in the letter and said that he would ask his Board to consider revising the contents of the letter.

REMOVE FLOATING ISLANDS FROM POND AT AVALON

Mr. Cravens motioned, Dr. Trecker seconded that the PBSB remove the floating islands from the Avalon lake. The motion carried unanimously.

SEEK COST ESTIMATE FOR BIENNIAL SEDIMENT TESTING OF 10 PONDS

Dr. Trecker motioned, Mr. Cravens seconded that the PBSB obtain cost estimates for biennial sediment testing for ten trial lakes in 2016, two of the lakes being those test-treated with bacteria. The testing should include depth to bottom, depth of sediment, hardness, soluble copper and sediment copper. The motion carried 5-1 with Ms. O'Brien dissenting.

APPROVE PRESENTATION "AN UPDATE ON WATER QUALITY IN PELICAN BAY"

Mr. Cravens motioned, Dr. Trecker seconded to approve the updated power point slide presentation on water quality in Pelican Bay. The motion carried unanimously.

SELECT TWO PONDS FOR BACTERIA TREATMENT TRIALS, MONTHLY QUALITY TESTING, AND BIENNIAL SEDIMENT TESTING

Mr. Cravens motioned, Dr. Trecker seconded that the PBSB conduct trials with bacteria in two test lakes starting in or before 2016. One of those lakes should have aeration and littoral plants and both lakes should be included in those that are tested for water quality quarterly and sediment testing biennially. The motion carried unanimously.

REQUEST THAT COLLIER COUNTY INCLUDE PBSB ON THE PRE-APPLICATION STAGE FOR SITE IMPROVEMENT PLANS FOR ANY PUBLIC STREET IN PELICAN BAY

Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB direct its administrator to ask that it be placed on the Collier County list to participate in the pre-application stage of any site development plans or improvement plans for any right-of-way in Pelican Bay, and that the PBSB be notified by the County of the time and date of the pre-application meeting. The motion carried unanimously.

NOT MOVE AHEAD WITH PHASE 3 CIP LANDSCAPING AND UTILIZE THE FUNDS FOR BOARD APPROVED LANDSCAPING RECOMMENDATIONS MADE BY STAFF

Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB not proceed with the recommended CIP Phase 3 landscaping project, and that the PBSB utilize the

funds set aside for the CIP Phase 3 project for PBSB Board approved recommended landscaping projects made by the PBSB staff and/or consultants. The motion carried unanimously.

ADMINISTRATOR'S REPORT

PRIORITY PROJECTS FOR PROJECT MANAGER, ASSOCIATE FOR THE NEXT 30-60 DAYS

Mr. Dorrill reviewed the projects that the Project Manager, Associate will be working on for the next 30-60 days.

TIMELINE FOR SWALE WORK AT OAK LAKE SANCTUARY

Mr. Dorrill reported that the project would be delayed until the high water level receded.

OAKMONT LAKE PATHWAYS

Mr. Dorrill reported that he spoke with Jim Hoppensteadt and that they would work together to complete the repairs needed.

REPAIRS TO ENTRANCE SIGN AT NORTH PELICAN BAY BLVD.

Mr. Dorrill reported that the hole was repaired and the painting will be completed within the next week.

REPAIRS TO WALL ON BRIDGE OVERPASS NEAR WATERGATE WAY

Mr. Dorrill reported that staff is still exploring who is responsible for repairs to this wall.

OCTOBER FINANCIAL REPORT

Dr. Trecker motioned, Mr. Cravens seconded to approve the October financial report. The motion carried unanimously.

BUDGET COMMITTEE REPORT

Mr. Streckenbein planned to schedule a Budget Committee meeting to discuss any additional funding requests of other committees.

CLAM BAY COMMITTEE REPORT

Ms. O'Brien stated that an RFQ will need to be prepared for Clam Bay biological monitoring.

LANDSCAPE & SAFETY REPORT

Dr. Chicurel reported that the L&S committee met on Oct. 26, 2015 and the following items were discussed and/or acted upon:

1. The Glenview "no parking" signs were settled as a private matter.
2. The new Oakmont Lake Path safety issues will be addressed by the Foundation.

3. The committee voted unanimously to ask the County to be present at the pre-application stage for any permits for site improvement or development.
4. Two bus stop shelters will be placed on US 41 north and south of the Pelican Bay Blvd. north entrance.
5. The sharrows on Pelican Bay Blvd. and Gulf Park Drive will be repainted.
6. The committee voted unanimously to end the CIP phase 3 re-landscaping plan.
7. Additional work was done on developing new goals and guidelines for Pelican Bay landscaping.
8. The Sheriff's Office will be invited to the next committee meeting to discuss speeding, cyclists not obeying stop signs, and car carriers parking on Pelican Bay Blvd.

WATER MANAGEMENT COMMITTEE REPORT

Mr. Cravens reviewed current PBSB water management activities.

CHAIRMAN'S REPORT

DORRILL MANAGEMENT GROUP INVOICES FOR FY14 AND FY15

Ms. O'Brien discussed Mr. Dorrill's current contract and invoices submitted by Mr. Dorrill in FY14 and FY15.

PROVISIONS ADDED TO 2014 DORRILL MANAGEMENT GROUP AGREEMENT

Ms. O'Brien expressed her concerns about changes in Mr. Dorrill's contract from his 2009 contract to his 2014 contract.

USE OF AZOLE TYPE C WOOD ON NORTH BOARDWALK PROJECT

Ms. O'Brien commented on the wood being used on the north boardwalk project.

ADMINISTRATOR SUPPORT FOR PBSB ACTIVITIES

Ms. O'Brien commented on the Administrator support for PBSB activities.

UNFINISHED BUSINESS

None

MISCELLANEOUS CORRESPONDENCE

None

NEW BUSINESS

Mr. Streckenbein suggested "points of pride" be presented at each PBSB Board meeting.

ADJOURNMENT

Pelican Bay Services Division Board Regular Session
November 4, 2015

The meeting was adjourned at 4:10 p.m.

Susan O'Brien
Susan O'Brien, Chairman

Minutes approved [] as presented OR [] as amended ON [12-2-15] date