

PELICAN BAY SERVICES DIVISION BOARD WORKSHOP
NOVEMBER 17, 2015

The Pelican Bay Services Division Board held a workshop on Tuesday, November 17, 2015, at 9:30 a.m. at the SunTrust Bank Building, 801 Laurel Oak Drive, Suite 302, Naples, Florida.

In attendance were:

Pelican Bay Services Division Board

Susan O'Brien, Chairman

Joe Chicurel, Vice-Chairman

Tom Cravens (*absent*)

Ken Dawson

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

Peggy Pinterich, American Momentum Bank

Mike Shepherd, Pelican Bay Resident

AGENDA

1. Roll call
2. Agenda approval
3. Audience comments
4. Review/discuss staff recommendations for new and/or refurbished signage in FY16
5. Review/discuss staff recommendations for irrigation equipment in FY16
6. Review/discuss staff recommendations for lake bank erosion work in FY16
7. Discuss engineer's report and follow-up on drainage issues on south side of Commons
8. Discuss options on a way forward for PBSB/PBF landscaping
9. Discuss staff recommendation for a target date to have a schedule for refurbishing/replacing bollard lights on Vanderbilt Beach Rd., Ridgewood Dr., and Pelican Bay Blvd.
10. Discuss process for reviewing informational packets from Collier County
11. Update on PBSB maintenance facility renovation and agreement with County utilities department
12. Adjournment

ROLL CALL

Mr. Cravens was absent and a quorum was established.

AGENDA APPROVAL

The agenda was approved by consensus and no additions/deletions were made.

AUDIENCE COMMENTS

Ms. Linda Roth commented.

REVIEW OF STAFF RECOMMENDATIONS FOR NEW AND/OR REFURBISHED SIGNAGE IN FY16

Mr. Dorrill reported that the PBSB budget provides for \$68,000 signage repairs and/or replacement, similar to last year. At the Board's request, Mr. Dorrill will provide a survey of all PBSB signs along with a general plan of the PBSB sections which are scheduled for repair and/or replacement in FY16.

REVIEW OF STAFF RECOMMENDATIONS FOR IRRIGATION EQUIPMENT IN FY16

Mr. Bolick discussed a time line of Phase 1 of the FY16 irrigation project, for which \$116,000 is included in the PBSB budget. Collier County purchasing policy requires a request for proposal to be put out to potential vendors for the irrigation equipment. A Collier County irrigation contractor can be utilized for installation, estimated at a cost of \$15,000. The new irrigation equipment includes 78 clocks and the estimated return on investment is 6.5 years.

REVIEW OF STAFF RECOMMENDATIONS FOR LAKE BANK EROSION WORK IN FY16

Mr. Dorrill reported that Lisa Jacob, Associate Project Manager will be completing the annual lake bank survey. Upon completion, she will report her results to the Board.

FOLLOW-UP ON DRAINAGE ISSUES ON SOUTH SIDE OF THE COMMONS

Ms. O'Brien is looking for follow up on drainage issues on the south side of the Commons. Mr. Dorrill has offered to research his database for water samples taken from the lake at the Commons prior to construction and then take current lake samples for comparison.

DISCUSS OPTIONS ON A WAY FORWARD FOR PBSB/PBF LANDSCAPING

Mr. Dorrill requested direction on (1) obtaining a property easement from the Foundation which would cover all landscaping work performed by PBSB for the benefit of the Foundation, and/or (2) formalizing terms and conditions for all landscaping work for the benefit of the Foundation to include a scope of services and possible compensation. The Board members agreed to discuss this issue again at the December PBSB Board meeting and then take a vote at their January meeting.

STAFF RECOMMENDATION FOR A TARGET DATE TO HAVE A SCHEDULE FOR REFURBISHING/REPLACING BOLLARD LIGHTS ON VANDERBILT BEACH RD., RIDGEWOOD DR., AND PELICAN BAY BLVD.

Staff discussed the FY16 schedule of refurbishing/replacing bollard lights on Ridgewood Dr. and Vanderbilt Beach Rd. Mr. Bolick is to verify ownership of the bollard lights on Vanderbilt Beach Rd.

PROCESS FOR REVIEWING INFORMATIONAL PACKETS FROM COLLIER COUNTY


Mr. Dorrill reported that any informational packets received from Collier County, other than for residential interior work, are sent to Mr. Jim Carr for review. Going forward, Mr. Dorrill will notify the PBSB Board of any informational packet which Mr. Carr concludes have an impact to Pelican Bay.

UPDATE ON PBSB MAINTENANCE FACILITY RENOVATION AND AGREEMENT WITH COUNTY PUBLIC UTILITIES DEPARTMENT

Mr. Dorrill reported that the PBSB maintenance facility is now being professionally cleaned and all occupational safety issues have been corrected. Mr. Dorrill asked the Board to consider the purchase of an on-site modular free-standing fuel facility during the next budget cycle discussions.

ADJOURNMENT

The meeting was adjourned at 11:40 a.m.



Susan O'Brien, Chairman

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