

PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
MARCH 2, 2016

The Pelican Bay Services Division Board met on Wednesday, March 2, 2016, 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

Jacob Damouni

Ken Dawson

Bohdan Hirniak

Peggy Pinterich

Mike Shepherd

Scott Streckenbein

Dave Trecker

Gary Ventress

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

Mohamed Dabees, Humiston and Moore

Tim Durham, County Manager's Office

Tim Hall, Turrell, Hall & Assoc.

Jim Hoppensteadt, Pelican Bay Foundation

Adam Northrup, Collier County Procurement

Jeremy Sterk, Earth Tech Environmental

Chris Stephens, Earth Tech Environmental

APPROVED AGENDA (AS AMENDED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 2/3/16 Regular Session and 2/12/16 Orientation/Bus Tour Workshop meeting minutes
5. Audience comments
 - a. Status of mangrove die-off (*add-on*)
6. * Clam Bay monitoring for 2016
7. *Sediment testing in ten water management ponds
8. Irrigation sprinkler checks and maintenance
9. Periodic updates to PBSB Board members
10. Administrator's report
 - a. February financial report
11. Committee reports
 - a. Budget
 - b. Clam Bay
 - c. Landscape & Safety
 - d. Water Management
12. Chair's report
 - a. Landscaping budget
13. Unfinished business – PBSB/PBF Landscaping

14. New business
 - a. Election of Chairman & Vice-Chairman to take seats at the April Board meeting *(add-on)*
 - b. Possible Sunshine Law presentation/Ethics Workshop *(add-on)*
15. Adjournment

**indicates action items*

ROLL CALL

All members were present and a quorum was established

**CHAIRMAN O'BRIEN WELCOMED NEW COMMERCIAL BOARD MEMBER
JACOB DAMOUNI, DIRECTOR OF RESORT OPERATIONS AT THE NAPLES
GRANDE BEACH RESORT**

AGENDA APPROVAL

Mr. Cravens motioned, Dr. Trecker seconded to approve the agenda as amended, adding items #5a, #14a, and #14b. The motion carried unanimously.

APPROVAL OF 02/03/16 REGULAR SESSION MEETING MINUTES

Mr. Cravens motioned, Mr. Dawson seconded to approve the 02/03/16 regular session meeting minutes as amended. The motion carried unanimously.

APPROVAL OF 02/12/16 ORIENTATION/BUS TOUR WORKSHOP MINUTES

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the 02/12/16 Orientation/Bus Workshop minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

None

STATUS OF MANGROVE DIE-OFF

Mr. Dorrill reported on his plan to ask the County Manager to go to the Board of County Commissioners to declare Clam Bay dredging an emergency and seek a waiver of the normal solicitation process. Photos of the mangrove die-off in Bay Colony were reviewed, pointing to the urgency of the dredging event. Mr. Durham, County Manager's Office, added that an emergency declaration would expedite getting a dredger on site and completing the project prior to turtle nesting season. Mr. Tim Hall, Turrell, Hall & Assoc., stated his expectations of the issuance of the Clam Bay dredging permit to occur within a week.

CLAM BAY MONITORING FOR 2016

Mr. Adam Northrup, Collier County Procurement Services, confirmed that a separate work order, not to exceed \$50,000, may be opened for a mangrove restoration task, and performed by Turrell, Hall & Assoc. This task was not included in the RFQ awarded to Earth Tech for Clam Bay monitoring.

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the County contract #15-6397 environmental and biological studies bid to Earth Tech for Clam Bay monitoring. The motion carried unanimously.

Dr. Trecker motioned, Mr. Cravens seconded that the PBSB Board direct staff to use Turrell, Hall & Assoc. as the lead consultant for any issues involving mangrove die-off and restoration. The motion carried unanimously.

SEDIMENT TESTING IN TEN WATER MANAGEMENT PONDS

Dr. Trecker stated his reasons for the implementation of a bi-annual sediment testing program: (1) to measure the increase in lake sediment over time, (2) to track the level of copper disposition into the sediment, (3) to track the level of phosphorus in the sediment, (4) to track the effectiveness of bacterial treatment, and (5) to determine whether the sediment is hazardous waste, in case of a future sediment dredging event.

Dr. Trecker motioned, Mr. Cravens seconded to approve the bi-annual sediment testing in ten trial lakes pursuant to the bid of \$9,650 from Earth Tech. The motion carried unanimously.

IRRIGATION SPRINKLER CHECKS AND MAINTENANCE

Mr. Dorrill reported that the PBSB has three designated irrigation sprinkler check/maintenance employees. Mr. Bolick stated that he is considering an increase for this designated manpower to two two-man crews (total of four employees) to be included in his proposed FY17 budget .

PERIODIC UPDATES TO PBSB BOARD MEMBERS

Ms. O'Brien suggested that Mr. Dorrill prepare semi-monthly updates on current PBSB issues. Mr. Dorrill discussed current informational exchanges at the four monthly committee meetings as well as his informational emails sent to the PBSB Board members on current issues/developments as they become available. Ms. Linda Roth commented on how the Sunshine Law prevents communication and that communication should be a priority. The Board, by consensus, had no interest in asking for semi-monthly updates.

ADMINISTRATOR'S REPORT

FEBRUARY FINANCIAL REPORT

Mr. Cravens motioned, Mr. Streckenbein seconded to accept the February financial report. The motion carried unanimously.

COMMITTEE REPORTS

BUDGET

Mr. Streckenbein reported receiving the proposed FY17 Collier County budget policy and noted that the PBSB is not under the same constraints as other MSTU's in the county.

CLAM BAY

Ms. O'Brien expressed her desire to schedule a special PBSB Board meeting to approve the Clam Bay dredging construction drawings when they become available. Mr. Dorrill reported that no meeting has been scheduled since the drawings are not expected to be completed before the end of March. Mr. Dorrill is targeting the 03/22/16 BCC meeting to request a Clam Bay emergency declaration.

LANDSCAPE & SAFETY

Dr. Chicurel reported that the Landscape & Safety Committee met on February 22 and the following items were discussed and/or acted upon.

1. Ms. McCaughtry reported on Mr. Dorrill's planned meeting with the Covenant Church of Naples as a potential off site location for car carriers to load and unload Pelican Bay residents' vehicles.
2. FY16 budget increases for PBSB operations (e.g. landscaping manpower) have definitely made a positive impact on our ability to maintain our landscaping. Mr. Bolick reported that more funds are needed in the FY17 budget for optimum maintenance.
3. Re-landscaping continues to improve line of sight issues along Pelican Bay Blvd. and Gulf Park Drive.
4. Mr. John DAquanno, Pelican Bay resident, asked us to improve the line of sight at the Pebble Creek crosswalk, and to ask the CCSO to monitor and enforce the moving violations of motor vehicles at this crosswalk.
5. The Chairman reported on his meeting with the PBF's Strategic Planning Committee liaisons. The PBF's goals for beautification and the appearance of Pelican Bay are in complete congruence with the newly adopted PBSB's Landscaping Goals and Guidelines. In addition to a proposed yearly review of Pelican Bay's appearance, the L&S Committee plans its own independent survey of Pelican Bay's landscaping and hardscape in order to guide its Operations Dept. as to the wishes and needs of the community.
6. Mr. Ventress identified a lighting issue along the Oakmont lake Pathway; the Foundation will be informed of this issue.
7. After committee discussion, consensus was for staff to explore the rules and regulations of placing traffic informational signs that indicate that the law requires vehicles to allow 3 feet between their vehicle and a cyclist they are passing.

Dr. Chicurel provided an update on Mr. Dorrill's meeting with the Covenant Church of Naples. The church's administrator was receptive to providing a drop off area for Pelican Bay residents' vehicles and would prefer an agreement with the church being named as an "also insured" on the county's insurance certificate. Mr. Dorrill will continue his dialogue with the church and work toward a Fall 2016 target start date.

WATER MANAGEMENT

Mr. Cravens reported that the Water Management Committee approved the recommendation for the sediment testing bid. He also reported sharing the PBSB's water management techniques to combat algae (since the ban of copper sulfate) with a resident of Beachwalk.

CHAIRMAN'S REPORT

LANDSCAPING BUDGET

Ms. O'Brien suggested that the PBSB explore other landscaping services options to achieve the same level of landscaping services in Pelican Bay. A document titled "PBSB Landscaping," prepared by Ms. O'Brien, was reviewed and added to the record.

UNFINISHED BUSINESS – PBSB/PBF LANDSCAPING

The Board discussed the draft landscaping easement, approved at the February 2016 Board meeting, and landscaping agreements which could be made with the five private parties in Pelican Bay for which the PBSB has performed landscaping for many years. Ms. O'Brien provided a document titled, "PBSB/PBF Landscaping" which discussed many aspects of this issue, which was added to the record. Mr. Dorrill asked the Board to provide direction on methodology to quantify landscaping costs, if compensation from these five entities will in fact be sought. Mr. Dorrill advocated the legal necessity for an easement for PBSB landscaping work performed on private property. The Board tabled this issue.

NEW BUSINESS

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN TO TAKE SEATS AT THE APRIL PBSB BOARD MEETING

The consensus of the Board was for the newly elected Chairman and Vice-Chairman to take seats at the April 6, 2016 PBSB Board meeting.

Mr. Cravens motioned, Dr. Trecker seconded to nominate Mr. Dawson to serve as Chairman of the PBSB Board. The motion carried unanimously.

Mr. Cravens motioned, Dr. Chicurel seconded to close the nominations for Chairman. The motion carried unanimously.

Dr. Trecker motioned, Mr. Dawson seconded to nominate Mr. Streckenbein to serve as Vice-Chairman of the PBSB Board. The motion carried unanimously.

Mr. Cravens motioned, Dr. Chicurel seconded to close the nominations for Vice-Chairman. The motion carried unanimously.

POSSIBLE SUNSHINE LAW PRESENTATION/ETHICS WORKSHOP

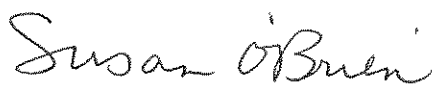
Pelican Bay Services Division Board Regular Session

March 2, 2016

Mr. Cravens requested staff to obtain the Florida Sunshine Law informational DVD's available from the County Attorney's Office for the new PBSB Board members. Ms. O'Brien offered to distribute her one page summary of the Sunshine Law. Mr. Dorrill offered to provide a future meeting with Colleen Greene, Assistant County Attorney, on Sunshine Law upon request by any Board member.

ADJOURNMENT

The meeting was adjourned at 3:40 p.m.



Susan O'Brien, Chairman

Minutes approved [] as presented OR [] as amended ON [4-6-16] date