

**PELICAN BAY SERVICES DIVISION BOARD SPECIAL SESSION
NOVEMBER 21, 2016**

The Pelican Bay Services Division Board met in Special Session on Monday, November 21, 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

Ken Dawson, Chairman
Scott Streckenbein, Vice-Chairman
Joe Chicurel
Tom Cravens
Jacob Damouni

Bohdan Hirniak (*absent*)
Susan O'Brien
Peggy Pinterich (*absent*)
Mike Shepherd
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

Charles Bodo, Pelican Bay Foundation
Dave Doern, Pelican Bay Foundation
Jim Hoppensteadt, Pelican Bay Foundation

Mary Johnson, Pelican Bay Foundation
Robert Naegele, PB Property Owners Assoc.

APPROVED AGENDA (AS PRESENTED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Audience comments
5. *Review and discussion of the Final Report prepared by the Ad Hoc Cost Saving Strategies Committee to include:
 - a. Specific items for possible savings
 - b. Outsourcing for landscaping
 - c. Conversion to independent district
6. Adjournment

**indicates possible action items*

ROLL CALL

Ms. Pinterich and Mr. Hirniak were absent and a quorum was established

AGENDA APPROVAL

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

AUDIENCE COMMENTS

None

REVIEW AND DISCUSSION OF THE FINAL REPORT PREPARED BY THE AD HOC COST SAVING STRATEGIES COMMITTEE TO INCLUDE:

DELETE ADDITIONAL SHERIFF PATROLS – SAVINGS OF \$30,000

Mr. Shepherd commented that the PBSB budgets \$30,000 per year for supplemental sheriff patrols in Pelican Bay from December – March for additional traffic safety and crime prevention. Dr. Chicurel commented that the presence of additional police officers is a deterrent to illegal activities. Ms. O'Brien, Dr. Trecker, Mr. Cravens, and Mr. Streckenbein concurred.

Dr. Joseph Doyle spoke in favor of keeping the patrols and suggested that the \$30,000 be spent out of Fund 778. Mr. Henry Bachman questioned why these supplemental patrols are not contracted for during the entire year.

Mr. Shepherd motioned, Mr. Cravens seconded to abandon the special sheriff patrols. The motion failed 9-0.

DELETE STREET SWEEPING – SAVINGS \$21,100

Mr. Shepherd commented that the PBSB had been contracting for weekly street sweeping, but has already discontinued this service considering (1) the PBSB blows the streets weekly as normal maintenance and (2) the County sweeps the streets monthly.

Mr. Shepherd motioned, Mr. Cravens seconded to officially abandon the street sweeping program. The motion carried 8-1 with Ms. O'Brien dissenting.

MODIFY EMPLOYEE UNIFORM POLICY – SAVINGS UP TO \$9,120

Mr. Shepherd commented that the PBSB provides uniforms for our County maintenance employees; our temporary workers are supplied only with T-shirts.

Mr. Shepherd motioned, Mr. Cravens seconded to abandon, with County approval, employee uniforms and instead give them all T-shirts. After discussion by the board, Mr. Shepherd withdrew his motion, and Mr. Cravens withdrew his second.

REDUCE “UNUSABLE” RESERVES

Mr. Shepherd commented that the County recommends 15-30% of operating expenses to be set aside in reserves. The PBSB currently has approximately \$1.5 million in reserves. He suggested that the level of reserves could be lowered.

Mr. Dorrill spoke in favor of the motion and suggested that excess reserves be reallocated through a budget amendment.

Dr. Joseph Doyle thanked the PBSB for this motion. Mr. Henry Bachman suggested returning the extra funds to Pelican Bay residents and/or reducing the annual assessment.

Mr. Shepherd motioned, Mr. Cravens seconded to stop increasing the level of reserves each year over and above the carry-forward of that year. The motion carried unanimously.

Dr. Trecker motioned, Mr. Cravens seconded to reduce our current reserves down to the 15% mandatory minimum and allocate excess funds into the budget. The motion carried unanimously.

DELETE HOLIDAY DECORATIONS AT ENTRY – SAVINGS \$8,000

Mr. Shepherd commented that the PBSB hires a private contractor to install holiday decorations at the three US 41 entrances which is more logically a PBF expense.

Ms. Mary Johnson commented that the PB entrance signage has always been a PBSB function. She questioned whether all 11 items of the PBSB CIP have been abandoned. She also questioned whether there is any forward planning for landscaping in the PB community. Dr. Chicurel commented that only Phase 3 of the landscaping CIP has been abandoned.

Mr. Shepherd motioned, Mr. Cravens seconded to start a dialogue with the PB Foundation to do the holiday decorations at the three main entrances. The motion failed 9-0.

**EXCHANGE EXISTING STREET LIGHT BULBS – METAL HALIDE
CONVERSION TO LED – SAVINGS UP TO \$11,000**

Mr. Shepherd summarized the findings of our street lighting consultant, the Waterside Shops/Artis-Naples lighting project, and the example/trial of new LED bulbs on the corner of Gulf Park Dr. & PB Blvd. He suggested that the replacement of all metal-halide bulbs with LED lights would result in savings of approximately \$10-12,000/year.

Mr. Henry Bachman supported replacing all existing bulbs with LED bulbs.

Ms. Jane Ellsworth commented on the need to keep Pelican Bay residents informed of these “lighting” decisions and the possibility of light pollution.

Mr. Dorrill commented that the bulbs under consideration are compliant with “dark skies” guidelines.

Mr. Shepherd motioned, Mr. Cravens seconded to retrofit all post lights with LED lights on Gulf Park Dr. in an attempt to have a test area for one year and then review. The motion carried 7-2 with Dr. Chicurel and Ms. O’Brien dissenting.

IN-HOUSE MULCH GENERATION – SAVINGS OF \$30,000

Mr. Shepherd commented on (1) the possibility of the PBSB manufacturing mulch from existing horticultural trimmings, resulting in cost savings from disposing of trimming debris and the cost of purchasing pine straw mulch, (2) the possibility of revenue from The Club for

disposal of their trimmings, and (3) the estimated additional cost of \$50,000 for tree removal at the maintenance facility to provide an area to store the manufactured mulch.

Ms. O'Brien commented on (1) the different appearance of manufactured mulch from pine straw, (2) the need for community input on mulch preference, and (3) the need for more detailed information for the board to make a decision.

Mr. Jim Hoppensteadt commented on the recycled mulch installed at the Ridgewood Park a few years ago and emphasized the need for quality control.

After discussion by the board, consensus was for this issue to be reviewed by the Landscape & Safety Committee, and for a recommendation to be brought back to the full board.

**DISCONTINUE LANDSCAPE MAINTENANCE BETWEEN CURB AND
SIDEWALK – SAVINGS UP TO \$100,000**

Mr. Shepherd commented on the possibility of the PBSB discontinuing landscape maintenance between the curb and sidewalk, and discussion points included (1) single family homeowners already maintain their landscaping up to the curb, (2) other communities have set a precedent for condo associations to provide maintenance up to the curb, (3) some condo associations may prefer to provide maintenance up to the curb, and (4) privatizing approximately 10% of existing PBSB landscape areas may result in savings of approximately \$100,000.

Dr. Chicurel commented that this proposal may be contrary to our PBSB ordinance and expressed concerns over the loss of control of the landscape areas on the right-of-ways. Ms. O'Brien commented on no real savings to residents; this proposal would transfer this landscaping expense from one entity to another. Mr. Cravens commented on the likelihood of negative feedback and lack of agreement by condo associations to take on an additional maintenance responsibility.

Mr. Dorrill commented that the PBSB may have an obligation to provide landscape maintenance between the curb and sidewalk, and that association governing documents may not allow for taking over this responsibility.

Mr. Charles Bodo commented that this proposal would result in Pelican Bay landscaping being "too inconsistent."

Dr. Joseph Doyle, Mr. Henry Bachman, and Mr. Robert Naegele all spoke in favor of giving over the proposed landscaping responsibility to condo associations.

Ms. Mary Johnson commented that the PBSB would lose the ability to exercise control.

Dr. Trecker urged the Landscape & Safety Committee to look at this issue in depth.

Mr. Shepherd motioned, Dr. Trecker seconded to discontinue mowing and maintaining turf between curbs and sidewalks throughout Pelican Bay. After discussion by the board, Mr. Shepherd withdrew his motion, and Dr. Trecker withdrew his second.

**SUBCONTRACT SOME PORTION OF PELICAN BAY TO PRIVATE
CONTRACTOR(S) – SAVINGS UP TO \$600,000**

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Mr. Shepherd commented on subcontracting some or all landscaping responsibilities to a private contractor, which may result in savings up to \$600,000. He highlighted issues to be considered including, (1) lost ability to handle/manage any “emergency situations,” (2) the reality of the changeable additional daily needs which may not be memorialized in an original contract, (3) the PBSB may be forced to select the lowest bidding contractor from a list of County pre-approved contractors, (4) possible conversion of PBSB employees to contractor employees, and (5) a “trial” outsourcing program in a limited PB area. He commented that the Cost Saving Strategies Committee recommended against outsourcing as long as the PBSB remains a dependent district.

Dr. Joseph Doyle commented on the need for an outsourcing trial.

Mr. Henry Bachman commented in favor of the motion.

Mr. Robert Naegele suggested that the PBSB Chairman discuss our ideas with our new County Commissioner.

Ms. O’Brien motioned, Dr. Trecker seconded to explore and ask staff to work with the County Purchasing Dept. to craft an RFP that could be used to seek a private vendor to do some landscaping in our community should the board eventually want to pursue that. The motion failed 7-2 with Dr. Chicurel, Mr. Cravens, Mr. Damouni, Mr. Dawson, Mr. Shepherd, Mr. Streckenbein, and Mr. Ventress dissenting.

DR. TRECKER DEPARTED THE MEETING AT 3:21 PM

CONVERSION OF PBSB FROM “DEPENDENT DISTRICT” TO “INDEPENDENT DISTRICT”

Mr. Shepherd commented on the possible conversion of the PBSB from a “dependent district” to “independent district” and discussed structural costs incurred as a result of operating as a dependent district. He commented on a Pelican Bay group who studied this issue in 2010, and chose not to pursue a change of structure in order to not jeopardize our stewardship of Clam Bay.

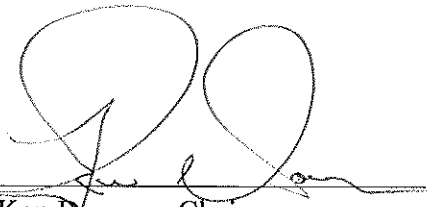
Ms. O’Brien commented on (1) the need for the County’s continued support of our stewardship of Clam Bay; the County was instrumental in expediting a dredging permit and quickly obtaining a dredging contractor in the Spring of 2016, (2) the election of three new BCC Commissioners; this may not be the appropriate time to begin this discussion, and (3) pursuing a conversion to an “independent district” should include obtaining input from the other affected stakeholders including the PBF and PBPOA.

Mr. Dawson commented that the PBSB Board will continue the dialogue regarding the independent/dependent structure and outsourcing landscaping.

ADJOURNMENT

The meeting was adjourned at 3:35 p.m.

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Ken Dawson, Chairman

Minutes approved [] *as presented* OR [] *as amended* ON [12-7-16] *date*