

PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit

NOTICE OF PUBLIC MEETING

TUESDAY, JANUARY 17, 2017

THE LANDSCAPE & SAFETY COMMITTEE OF THE PELICAN BAY SERVICES DIVISION WILL MEET AT 10:15 AM ON JANUARY 17 AT THE COMMUNITY CENTER AT PELICAN BAY, LOCATED AT 8960 HAMMOCK OAK DRIVE, NAPLES, FLORIDA.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Agenda approval
4. Approval of 12/20/16 meeting minutes
5. Audience comments
6. Administrator's Report
 - a. Oak Lake Sanctuary flow-way trees
 - b. Sod replacement update
 - c. Tree trimming update
 - d. Street light conflicts
7. Discussion of courtesy notification of PBSB trimming activity (e.g. publish in the PBF's "Today In The Bay")
8. Discussion of the possibility of purchasing our own grinder to produce mulch from PBSB's and/or certain member associations' trimmings
9. Initial discussion on adopting Mike Shepherd's "Landscape Management Plan"
10. Old Business
11. New Business
12. Adjournment

* indicates possible action item

ANY PERSON WISHING TO SPEAK ON AN AGENDA ITEM WILL RECEIVE UP TO THREE (3) MINUTES PER ITEM TO ADDRESS THE BOARD. THE BOARD WILL SOLICIT PUBLIC COMMENTS ON SUBJECTS NOT ON THIS AGENDA AND ANY PERSON WISHING TO SPEAK WILL RECEIVE UP TO THREE (3) MINUTES. THE BOARD ENCOURAGES YOU TO SUBMIT YOUR COMMENTS IN WRITING IN ADVANCE OF THE MEETING. ANY PERSON WHO DECIDES TO APPEAL A DECISION OF THIS BOARD WILL NEED A RECORD OF THE PROCEEDING PERTAINING THERETO, AND THEREFORE MAY NEED TO ENSURE THAT A VERBATIM RECORD IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING YOU ARE ENTITLED TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE PELICAN BAY SERVICES DIVISION AT (239) 597-1749 OR VISIT PELICANBAYSERVICESDIVISION.NET.

**PELICAN BAY SERVICES DIVISION
LANDSCAPE & SAFETY COMMITTEE MEETING
DECEMBER 20, 2016**

The Landscape & Safety Committee of the Pelican Bay Services Division met on Tuesday, December 20 at 10:15 a.m. at the Community Center at Pelican Bay, located at 8960 Hammock Oak Drive, Naples, Florida 34108. The following members attended.

Landscape & Safety Committee

Joe Chicurel, Chairman
Tom Cravens

Mike Shepherd
Scott Streckenbein
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

Susan O'Brien, PBSB Board

APPROVED AGENDA (AS AMENDED)

1. Call to order
2. Pledge of Allegiance
3. Agenda approval
4. Approval of 10/27/16 meeting minutes
5. Audience comments
6. Administrator's Report
 - a. Gulf Park and US 41 intersection (*add-on*)
7. *In-house mulch generation discussion
8. *Discontinuance of PBSB landscaping maintenance between the curb & sidewalk - discussion
9. Tree canopy discussion
 - a. BCC budget amendment for street lighting (*add-on*)
10. Chairman's comments
 - a. Landscape Management Plan adoption discussion
 - b. Courtesy communication with residents on "hard" trimming
 - c. Dodder vine issue
 - d. L&S Committee regular meetings (monthly – third Tuesday at 10:15 at CC)
11. Committee members' comments/concerns
12. Adjournment

**indicates action items*

ROLL CALL

All members were present and a quorum was established

AGENDA APPROVAL

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the agenda as amended with the additions of items #6a and #9a. The motion carried unanimously.

APPROVAL OF 10/27/16 MEETING MINUTES

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the 10/27/16 meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Ms. O'Brien commented on the newly installed sod and requested staff comments on the cost incurred and the remaining available FY17 sod budget.

ADMINISTRATOR'S REPORT

Mr. Dorrill commented that the PBSB has installed approximately \$10,000 of sod, which is within the PBSB FY17 sod budget. It is likely that an additional \$10,000 of sod will be required in this fiscal year. Mr. Cravens commented on several areas of bare dirt along the berm which could benefit from some sod.

GULF PARK & US 41 INTERSECTION (ADD-ON)

Mr. Dorrill reported on his meeting with Deputy County Manager Nick Casalanguida and other County Transportation Dept. staff to discuss a median cut on Gulf Park Drive, just east of the Oak Lake Sanctuary entrance/exit, which would allow east bound traffic on Gulf Park Dr. travelling toward US 41 to make a U-turn.. He summarized the two options discussed: (1) the PBSB could submit a request for a median cut to the county committee that evaluates such projects, which would take approximately two years for review and approval, or (2) the PBSB could fund the project, estimated at \$55,000 - \$60,000, and the county would provide the design engineering in-house and fast-track the project. Mr. Dorrill commented that any request for a right turn only designation at the corner of Gulf Park Dr. and US 41 would need to be reviewed by FDOT. After discussion by the committee, it was agreed that Mr. Dorrill will provide additional information, traffic analysis and visuals for consideration by the full board at the January board meeting.

IN-HOUSE MULCH GENERATION DISCUSSION

Mr. Bolick commented that in order to achieve cost savings through in-house mulch generation, approximately \$50,000 would be required to clear trees to provide an area to store the mulch. A "grinder" contractor would be utilized to grind the landscape materials. Ms. O'Brien requested that staff provide a detailed cost analysis of the savings to be achieved through in-house mulch generation to the board members at the January PBSB board meeting.

Mr. Cravens motioned, Mr. Streckenbein seconded to recommend to the full board to adopt the in-house mulch generation proposal by the Cost Saving Strategies Committee. The motion carried unanimously.

DISCONTINUANCE OF PBSD LANDSCAPING MAINTENANCE BETWEEN THE CURB & SIDEWALK - DISCUSSION

The committee discussed possible consequences of the discontinuance of PBSD turf maintenance between the curbs and sidewalks, which was identified with an estimated savings of \$100,000/year by the Cost Saving Strategies Committee.

Mr. Cravens expressed concerns regarding associations who would likely oppose taking on additional responsibilities, related costs, and renegotiating landscape maintenance contracts.

Mr. Streckenbein expressed concerns regarding whether the PBSD could legally vacate a responsibility included in the PBSD ordinance.

Dr. Chicurel expressed concerns regarding (1) losing control over Pelican Bay landscape maintenance, (2) creating conflicts with associations, (3) transferring costs from one entity to another (and providing no real savings to residents) and (4) vacating a responsibility which is included in the PBSD ordinance.

Mr. Dorrill expressed concerns regarding the likelihood of losing visual landscape continuity.

Under a scenario where the PBSD no longer maintained the turf between the curbs and sidewalks, Mr. Trent Waterhouse questioned what entity would be responsible for sod replacement and sprinkler maintenance/repairs in these areas.

Mr. Cravens motioned, Mr. Ventress seconded that the PBSD discontinue mowing and maintaining turf between the curbs and sidewalks within Pelican Bay as proposed by the Cost Saving Strategies Committee. The motion failed 4-1 with Dr. Chicurel, Mr. Cravens, Mr. Shepherd and Mr. Streckenbein dissenting.

TREE CANOPY DISCUSSION

A listing of Pelican Bay light poles and related tree conflicts, compiled by Agnoli, Barber and Brundage, was reviewed by the committee. Mr. Dorrill commented on the importance of the canopy oaks to the look of the community. He recommended obtaining an evaluation of the tree canopy by a certified arborist to provide expertise in trimming the tree canopy to improve Pelican Bay street lighting. Mr. Dorrill will explore the qualifications of locally certified arborists to assist with this project.

Ms. O'Brien commented on the importance of hiring an expert/arborist for tree canopy trimming. She expressed her concerns that some of the trees listed on the street light/tree conflict listing are on private property.

BCC BUDGET AMENDMENT FOR STREET LIGHTING (ADD-ON)

Mr. Dorrill reported that the Executive Summary and budget amendment on the 12/13/16 BCC agenda, to transfer \$100,000 from reserves to operating expenses in Fund 778, was postponed until 01/10/17. The ES explained the reasons for this budget amendment as funding the addition of three street light poles and fixtures (for the Artis/Waterside project), the replacement of metal halide (MH) fixtures on the existing lights in the Laurel Oak/Ridgewood corridor, and the replacement of MH bulbs with plug & play LED bulbs on the poles on Gulf Park Drive. Mr. Dorrill reported that Commissioner Solis has requested additional specifics on the planned \$100,000 expenditures. Mr. Dorrill will provide additional information to the BCC describing additional planned purchases to include LED bulbs for an on-hand inventory, LED bulbs for future conversion from MH bulbs in additional areas in Pelican Bay, and contracting

**Pelican Bay Services Division Landscape & Safety Committee Meeting
December 20, 2016**

the services of a certified arborist to provide expertise in trimming the Pelican Bay tree canopy to improve the street lighting from existing poles.

Mr. Trent Waterhouse commented on LED bulb warranties and the ability to register each bulb purchased on the manufacturer's website.

CHAIRMAN'S COMMENTS

LANDSCAPE MANAGEMENT PLAN ADOPTION DISCUSSION

Dr. Chicurel requested that committee members review the Landscape Management Plan (prepared by Mr. Shepherd) and prepare any proposed changes/additions/deletions for discussion at the next committee meeting. After future discussion by the committee, Dr. Chicurel would like to adopt a final edition of the Landscape Management Plan to be used by the PBSO Operations staff.

COURTESY COMMUNICATION WITH RESIDENTS ON "HARD" TRIMMING

Mr. Dorrill commented on methods of courtesy communications with residents on "hard" trimming. The committee was agreeable to staff including information on planned "hard" trimming in the PBSO Chairman's Monthly Report submitted to the PB Post.

DODDER VINE ISSUE

Dr. Chicurel reported that our landscape contractor Leo Jr. is addressing the on-going dodder vine removal issue.

L&S COMMITTEE REGULAR MEETINGS

Dr. Chicurel reported that the L&S Committee meetings will be scheduled each month on the third Tuesday of the month at 10:15 a.m. in the Pelican Bay Community Center.

COMMITTEE MEMBERS' COMMENTS/CONCERNS

None

ADJOURNMENT

The meeting was adjourned at 11:43 p.m.

Joe Chicurel, Chairman

Minutes approved [] *as presented* OR [] *as amended* ON [_____] *date*