

**BUDGET COMMITTEE  
PELICAN BAY SERVICES DIVISION  
JANUARY 26, 2017**

The **Budget Committee** of the Pelican Bay Services Division met on **Thursday, January 26, at 9:00 a.m.** at the Community Center at Pelican Bay, located at 8960 Hammock Oak Drive, Naples, Florida. In attendance were:

**Budget Committee**

Scott Streckenbein, Chairman  
Joe Chicurel

Susan O'Brien  
Mike Shepherd  
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**

None

**APPROVED AGENDA (AS AMENDED)**

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Audience comments
5. Recap of existing budget
6. Additional funding
  - a. North Berm - \$86K
    - i. East side erosion from North Tram to Montenero
      - a. Engineering \$8K
      - b. Construction \$33K
    - ii. West side from Commons to North Tram
      - a. Adds 5,030 LF of riprap \$45K
  - b. Marker 36 – budget \$8,800, need \$13,750
  - c. Dune Swale
    - i. Phase I initial clearing \$14K; pipes & sumps cost to be determined
    - ii. Phase II swale restoration engineering and permitting \$8K;  
construction costs to be determined
7. Cost Saving Strategies
  - a. Mulch generation
  - b. Clear willows at Maintenance Site
  - c. Reserves

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8. Preliminary discussion of FY 2018 needs
9. New Business
  - a. Status of the final FY16 financial statements (*add-on*)
  - b. Budget amendment process (*add-on*)
10. Adjourn

**ROLL CALL**

All members were present and a quorum was established

**AGENDA APPROVAL**

**Dr. Trecker motioned, Dr. Chicurel seconded to approve the agenda as amended, with the addition of discussion items #9a and #9b. The motion carried unanimously.**

**AUDIENCE COMMENTS**

None

**RECAP OF EXISTING BUDGET**

Mr. Streckenbein provided an overview of the year-to-date budget. The committee reviewed the line item expenses to date vs. annual budget as was provided in the agenda packet. The committee members commented on their preference for this presentation of financial data by line item, as opposed to the usual format of financial statement information provided to them.

**ADDITIONAL FUNDING**

**NORTH BERM - \$86K**

Dr. Trecker commented on the proposed project (\$41,000) of shoring up the east side of the north berm from the north tram station to the Montenero to prevent further erosion. He also commented that the second proposed project (\$45,000) of adding riprap to the west side of the north berm from the Commons to the north tram station appears to be strictly aesthetic. Members of the committee chose to seek additional information on these issues from our Agnoli, Barber & Brundage consultant, Mr. Jim Carr, at the Water Management Committee meeting that was to be held at 2:00 p.m. on the same day.

**MARKER 36 – BUDGET \$8,800, NEED \$13,750**

Mr. Bolick commented that Earth Tech has provided a proposal of \$13,750 to add riprap and littorals to the swale area by the Marker 36 parking lot to prevent further erosion. Ms. Jacob commented that the project would increase flow in the swale. By committee consensus, it was agreed that staff would revise the scope of this project to include a maximum of \$8,800, as was included in the FY17 budget.

**DUNE SWALE**

Mr. Dorrill reported that phase 1 of the beach dune swale project, to include removal of willow trees and overgrowth, will commence sometime in late April/early May. No permitting is required for this work. He commented that phase 2 will involve the north end of the dune swale where the sand dune is extremely high and is causing sand to be pushed into the swale, causing ineffective drainage. Subsequent to the completion of phase 1, Mr. Dorrill will consult with the FDEP to provide evaluation and direction for the swale restoration work to be completed in phase 2.

**COST SAVING STRATEGIES**

**MULCH GENERATION/CLEAR WILLOWS AT MAINTENANCE SITE**

Mr. Bolick reported receiving a low bid of \$20,000 to remove mahoes to create a staging area for storage and grinding of tree trimming debris at the PBSB field maintenance site. Ms. McCaughy commented that these funds can come from FY17 budgeted funds for the field maintenance site. Mr. Dorrill commented that the PB golf course may be able to supply the PBSB with additional quality trimmings for mulch generation.

**RESERVES**

Mr. Streckenbein commented that reducing the reserve requirement to 15% in Fund 109 will result in a transfer to operating expenses of approximately \$64,000.

**PRELIMINARY DISCUSSION OF FY 2018 NEEDS**

Mr. Streckenbein urged all PBSB committees and staff to assess FY18 budgetary needs as soon as possible. Ms. O'Brien commented that future intervention strategies related to the mangrove die-off may have budgetary implications.

Ms. O'Brien commented on the need to discuss contracting outside vendors for specific landscaping tasks in PB. Mr. Shepherd commented that PBSB landscaping costs per acre are lower than at the Bonita Bay community. Mr. Dorrill commented on the possibility of the PBSB being paid by Collier County to maintain the landscaping on the US 41 median from Pine Ridge Rd. to Vanderbilt Beach Rd.

Dr. Trecker emphasized that as the stewards of the PBSB, we must ensure that taxpayer funds are spent prudently and constructively.

**NEW BUSINESS**

Mr. Shepherd suggested the possibility of relabeling Fund 778 as "Lighting and Safety" and transferring safety related expenses from Fund 109 to Fund 778. From a transparency perspective, a majority of the committee members were not in favor of pursuing this idea.

**STATUS OF THE FINAL FY16 FINANCIAL STATEMENTS (ADD-ON)**

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Ms. McCaughtry commented that Collier County OMB expects to provide final unaudited FY16 financial statements sometime this month, and she will provide these statements to the PBSB Board at the February board meeting.

**BUDGET AMENDMENT PROCESS (ADD-ON)**

Ms. O'Brien suggested that the PBSB Board approves all budget amendments being brought to the BCC for approval. Mr. Dorrill commented on the need for PBSB Board clarification on whether board approval is necessary for all budget amendments.

**ADJOURNMENT**

**The meeting was adjourned at 10:30 a.m.**

  
Scott Streckenbein, Chairman

Minutes approved [] as presented OR [] as amended ON [ 3-29-17 ] date