

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
FEBRUARY 1, 2017**

The Pelican Bay Services Division Board met on Wednesday, February 1, 2017, 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
Mike Shepherd
Dave Trecker
Gary Ventress (*absent*)

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

Tom Barber, Agnoli, Barber & Brundage
Jim Carr, Agnoli, Barber & Brundage

Dave Cook, Pelican Bay Foundation
Tim Durham, County Manager's Office
Jim Hoppensteadt, Pelican Bay Foundation

APPROVED AGENDA (AS AMENDED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 01/04/17 Regular Session meeting minutes
5. Audience comments
6. Administrator's report (*25 minutes*)
 - a. Update on beach dune swale exotic removal project
 - b. Median cut – Gulf Park Drive
 - c. Street lighting project update
 - d. December and January financial reports
 - e. FY 2016 final unaudited financial reports
7. Committee reports (*60 minutes*)
 - a. Clam Bay
 - b. Landscape & Safety
 - i. *Additional funding for sod replacement
 - ii. *Additional funding for tree trimming
 - iii. *Additional funding for tree pruning in street light conflict areas
 - iv. Cobblestones
 - c. Water Management
 - i. *Phase 1 lake erosion study
 - ii. Update on aerators

- d. Budget
- 8. Chairman's report (5 minutes)
- 9. Old business
- 10. New business (5 minutes)
 - a. Update on trimming along US 41 berm
 - b. PBSD elections (add-on)
- 11. Adjournment

**indicates possible action items*

ROLL CALL

Mr. Hirniak and Mr. Ventress were absent and a quorum was established

AGENDA APPROVAL

Dr. Trecker motioned, Mr. Cravens seconded to approve the agenda as amended, with the addition of item #10b, and moving item #7ci to be discussed after item #6e. The motion carried unanimously.

APPROVAL OF 01/04/17 REGULAR SESSION MEETING MINUTES

Mr. Cravens motioned, Mr. Streckenbein seconded to approve the 01/04/17 regular session meeting minutes as amended. The motion carried unanimously.

AUDIENCE COMMENTS

Ms. Diane Lustig urged the PBSD to postpone any additional tree trimming until after a discussion with the PBF on the preservation of the PB canopy. She commented on the critical functional roles of the PB tree canopy, which also provides the overall image of the community. She distributed copies of Pelican Bay's "Strategic Master Plan February 2009," which was added to the record.

Dr. Joseph Doyle commented on the Florida Wildlife Commission meeting, held on Tuesday, Jan. 31, where PB residents spoke on the need for designating Clam Bay a Manatee Protection Zone.

Mr. Dave Cook thanked the PBSD for their efforts to obtain a Manatee Protection Zone designation for Clam Bay. He also commented on the possibility and benefits of PBSD chairmen serving more than one year.

ADMINISTRATOR'S REPORT

UPDATE ON BEACH DUNE SWALE EXOTIC REMOVAL PROJECT

Mr. Dorrill reported that staff received two bids for the beach dune swale exotic removal project; Earth Tech has been awarded the job as the lowest responsive bidder for \$14,000, and work will begin after Easter. Phase 2 will be assessed after the completion of Phase 1.

MEDIAN CUT – GULF PARK DRIVE

Mr. Dorrill commented on his scheduled Feb. 6 meeting with Deputy County Manager Nick Casalanguida and other County Transportation Dept. staff to discuss alternative locations of a median cut on Gulf Park Drive. The board and our ABB consultant Mr. Jim Carr discussed the alternative locations with focus on limiting (1) tree removal, (2) relocating light poles, and (3) cost.

Dr. Trecker expressed concern over whether this is a safety issue or a convenience issue. Ms. O'Brien reiterated the motion that was passed by the PBSB Board in January which directed the Administrator to discuss any possible changes to traffic pattern flows (not limited to a median cut) at the Gulf Park Drive and US 41 intersection with County staff.

STREET LIGHTING PROJECT UPDATE

Mr. Dorrill commented that a purchase order for the Laurel Oak Dr./Ridgewood Dr. street lighting project has been issued to Hart's Electrical for \$41,451.52. Permits are expected to be obtained within a week and the project is expected to commence in mid/late February.

DECEMBER, JANUARY, AND FY 2016 UNAUDITED FINANCIAL REPORTS

Mr. Cravens motioned, Dr. Trecker seconded to accept the December, January, and FY 2016 unaudited financial reports. The motion carried unanimously.

Ms. O'Brien commented on the possibility of additional notes of explanation on the FY 2016 annual financial reports to provide additional transparency. She also commented that the board should consider an audit of PBSB funds. Mr. Dorrill explained that the County audit presentation includes government-wide consolidated statements, which will be available in May.

MR. DORRILL LEFT THE MEETING AT 1:45 PM

COMMITTEE REPORTS

CLAM BAY REPORT

Ms. O'Brien summarized her Feb. 2017 Clam Bay update included in the agenda packet and highlighted the following good news: (1) Mr. Tim Hall's January report indicates that the mangrove die-off area has not expanded, and (2) November copper results for all nine sampling sites in Clam Bay met FDEP criteria. Ms. O'Brien thanked all PB attendees at the FWC public hearing held in Collier County on Jan. 31. Action on whether Clam Bay will be designated a Manatee Protection Zone is expected at the Tallahassee FWC Commissioners' meeting in April.

LANDSCAPE & SAFETY REPORT

Dr. Chicurel reported that the Landscape & Safety Committee met on Jan. 17 and the following items were discussed and acted upon.

1. Mr. Dorrill reported on (a) Oak Lake Sanctuary flow-way tree plantings, (b) sod replacement and renewal that is taking place throughout the community (unanimous motion to recommend spending up to \$28,500 to replace sod on PB Blvd. as necessary), (c) tree trimming update (unanimous motion to recommend a budget amendment to complete the work for \$23,500), (d) street light conflicts with tree branches that need pruning (unanimous motion to

recommend spending \$13,685 to eliminate these conflicts), and (e) summer annuals: a tricolor pattern will be used with pentas planted along US 41, dragon wing bronze leaf begonias planted in front of the Oakmont sign, and sunpatiens planted on interior street median bullnoses.

2. Staff will notify the community of trimming and pruning activity, as a courtesy, utilizing the Foundation's "Today In The Bay" which is distributed every Wednesday afternoon.

3. The committee decided against exploring the purchase of a mulch grinder and will rent one as needed.

4. CCSO extra patrol stats included one stop sign citation, 15 stop sign warnings, and 28 speeding warnings.

5. The committee unanimously agreed to direct staff to attach a large yellow "Push Button for Crosswalk" sign so that it faces pedestrians as they approach the crosswalk.

ADDITIONAL FUNDING FOR SOD REPLACEMENT

Dr. Chicurel motioned, Mr. Streckenbein seconded that the PBSB approve the expenditure of up to \$28,500 to replace sod, as necessary, on Pelican Bay Blvd. The motion carried unanimously.

Ms. McCaughtry commented that funds are available in Fund 109 landscape materials.

ADDITIONAL FUNDING FOR TREE TRIMMING

Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB approve the expenditure not to exceed \$26,000 to complete the trimming of oak trees. The motion carried unanimously.

Mr. Trent Waterhouse requested an update on the status of Mr. Dorrill's identifying a tree canopy specialist.

ADDITIONAL FUNDING FOR TREE PRUNING IN STREET LIGHT CONFLICT AREAS

Mr. Bolick commented on the proposal for \$13,685 to trim trees which are in conflict with street lights, which included 119 specific locations. He noted that he had met with an arborist from the County's landscape contractor, who reviewed every area on the list on site.

Ms. O'Brien suggested postponing this project until additional staff evaluations of specific conflict areas are completed.

Dr. Trecker questioned the urgency of the project and whether this expenditure would cover all of the conflict/blockage areas.

Mr. Streckenbein commented that unless there was an urgent safety issue, it would be more prudent to complete this project after season.

Mr. Shepherd commented on this project as being long overdue tree maintenance.

Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB approve the expenditure of \$13,685 to trim trees in Pelican Bay that are in conflict with street lights. The motion carried 8-1, with Ms. O'Brien dissenting.

COBBLESTONES

Dr. Chicurel commented on the follow-up email received (included in the agenda packet) from Mr. Charles Carignan, requesting the removal of cobblestones in all of the PB crosswalks. Dr. Chicurel commented that this issue will be discussed at the next Landscape & Safety Committee meeting, and a recommendation will be brought back to the board.

WATER MANAGEMENT REPORT

PHASE 1 LAKE EROSION STUDY

Mr. Tom Barber, consultant with ABB, gave a presentation on his proposal for phase 1 of a PBSB lake erosion analysis project. Site visits to all PBSB lakes would result in creating data sheets on each lake and a final priority list of lakes for lake bank remediation.

Mr. Dave Cook suggested that the PBSB send a letter to all PB homeowner associations, inviting them to participate in the phase 1 study.

Dr. Trecker motioned, Mr. Cravens seconded that the PBSB proceed with phase 1 of this project, specifically, approval of an evaluation of lake banks of the lakes for which PBSB has responsibility to determine which have critical erosion problems that might warrant near term repair at an amount not to exceed \$17,400. The motion carried unanimously. Dr. Trecker motioned, Mr. Cravens seconded to amend the motion with the replacement of \$17,400 with \$20,000. The motion carried unanimously.

UPDATE ON AERATORS

Mr. Cravens commented on recently purchased solar powered aerators, designed to operate 24/7, which are frequently not working. Mr. Bolick commented that he has notified the manufacturer who is sending a technician next week to troubleshoot these devices. Mr. Cravens suggested that no new aerators be purchased until the existing aerators are all functioning properly.

BUDGET REPORT

Mr. Streckenbein provided an update on the January budget committee meeting. Highlights included, (1) the committee reviewed, line by line, FY17 year to date expended vs. budgeted amounts, (2) a review of north berm projects suggested the need for additional study, (3) a review of an expansion of the Marker 36 swale work project was determined to be unwarranted; the project will proceed with a cap of \$8,800, as was included in the FY17 budget, (4) the cost savings project of removing mahoes for a staging area for mulch generation is moving forward at a cost of \$20,000, and (5) the committee is looking at the possibility of hiring an outside vendor for landscaping work on US 41 in the future.

CHAIRMAN'S REPORT

Mr. Dawson commented on average PB home sales exceeding one million dollars and the need for the PBSB to stay focused on keeping our community "nice looking" and keeping up with maintenance to continue to make Pelican Bay a premier community.

OLD BUSINESS

Ms. O'Brien commented on the streetlight improvements included in the Strategic Master Plan developed by the joint PBF and PBSB Strategic Planning Committee that held numerous meetings in 2009 and 2010. Dr. Trecker commented that the current board cannot be held responsible for actions of a prior board. Mr. Dawson commented that our lighting consultant provided an estimate of a minimum life expectancy of our existing light poles of 15 years. Mr. Streckenbein commented that the Budget Committee will review the need to continue accruing for future street lighting capital needs.

NEW BUSINESS

UPDATE ON TRIMMING ALONG US 41 BERM

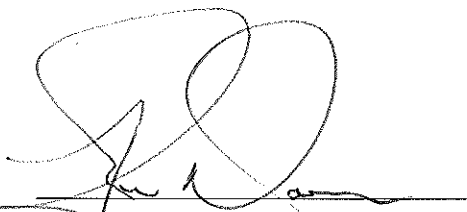
Ms. O'Brien requested an explanation of the impetus for the extensive pruning and trimming currently underway along the US 41 berm. Mr. Bolick commented that this trimming is a result of deferred maintenance over many years. Mr. Jim Hoppensteadt commented that he is working with Mr. Bolick on a few resident requests for supplemental plantings in specific areas.

ELECTIONS (ADD-ON)

Ms. McCaughy reported that ballots for the PBSB Board election will be sent out from the Collier County Clerk's Office shortly. The five candidates for the four available residential seats are Dr. Joe Chicurel, Mr. Tom Cravens, Mr. Ken Dawson, Mr. David Nordhoff, and Mr. Scott Streckenbein. Mr. Nordhoff has previously served on the PBSB Board. Mr. Jacob Damouni is the only applicant for the available commercial seat.

ADJOURNMENT

The meeting was adjourned at 3:05 p.m.



Ken Dawson, Chairman

Minutes approved [] as presented OR [] as amended ON [3-1-17] date