

**BUDGET COMMITTEE
PELICAN BAY SERVICES DIVISION
APRIL 21, 2017**

The **Budget Committee** of the Pelican Bay Services Division met on **Friday, April 21, at 9:00 a.m.** at the SunTrust Bank Building, located at 801 Laurel Oak Drive, Suite 302, Naples, Florida 34108. 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

Ken Dawson, PBSB Board

APPROVED AGENDA (AS PRESENTED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 03/29/17 meeting minutes
5. Audience comments
6. Review Capital Project needs
7. Review changes from prior meeting
 - a. Fleet recommended replacement list
 - b. Equipment shed
 - c. Turf equipment lift
 - d. Cost of permanent fuel tanks
 - e. Detailed list of tree trimming
 - f. Information on Trieste and Ritz lakes clearing
8. Old Business
9. New Business
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 presented. The motion carried unanimously.

APPROVAL OF 03/29/17 MEETING MINUTES

Ms. O'Brien motioned, Mr. Shepherd seconded to approve the 03/29/17 meeting minutes as amended. The motion carried unanimously.

AUDIENCE COMMENTS

Mrs. Sandy Doyle commented on the history and level of the PBSB assessment in the past, and emphasized the need for cost containment in FY18.

CAPITAL PROJECT NEEDS

The committee reviewed and discussed staff changes to the schedule of estimates for planned FY18 capital projects including, (1) a reduction in budgeted lake bank erosion projects from \$300,000 to \$100,000, (2) an increase in the operating budget for street signs from \$40,000 to \$50,000, the required threshold amount needed to obtain a vendor multi-year contract, and (3) an increase in the budget for the east side of the north berm project from \$45,000 to \$50,000, to include a 10% contingency increase from the last quote obtained by staff. By consensus, the committee supported these changes.

FLEET RECOMMENDED REPLACEMENT LIST

Mr. Bolick recommended \$155,000 for FY18 vehicle & equipment replacement, \$35,000 less than Fleet Management's recommendation. Dr. Chicurel, Mr. Shepherd, Mr. Streckenbein and Dr. Trecker supported this request; Ms. O'Brien did not support it.

Mr. Dorrill commented that Mr. Durham, Executive Manager in the County Manager's Office, confirmed that no division of Collier County may service County vehicles by an entity other than the County's Fleet Management Dept.

Ms. O'Brien suggested that the PBSB explore using utility vehicles (kubotas) instead of pickup trucks, which have high maintenance costs.

EQUIPMENT SHED

Mr. Dorrill reported that he will be looking into a possible long-term land lease for the PBSB operations site with the Public Utilities Dept. of Collier County. Committee members expressed concerns over funding an equipment shed, to be erected on County property, without a permanent agreement in place.

Dr. Chicurel, Mr. Shepherd, and Mr. Streckenbein were in favor of including \$98,000 in the FY18 budget for an equipment shed, Ms. O'Brien and Dr. Trecker were opposed.

TURF EQUIPMENT LIFT

Mr. Bolick provided documentation on a turf equipment lift, with a quoted price of \$6,275 by Golf-Life, included in the FY18 requested budget.

COST OF PERMANENT FUEL TANKS

Mr. Dorrill recommended the continuation of our fuel tank rentals through FY18 at a cost of \$200/month. He also reported that he will explore the possibility of cost sharing of permanent fuel tanks with the County which could make fuel available to all County vehicles in the west end of North Naples.

By consensus, the committee agreed to remove the permanent fuel tanks from the FY18 budget for an amount of \$119,000.

DETAILED LIST OF TREE TRIMMING

Mr. Bolick provided a detailed back-up schedule of budgeted FY18 outsourced tree trimming for \$295,000. By consensus, the committee and Mr. Dorrill agreed to reduce the FY18 budgeted "exotics/Brazilian pepper removal" from \$52,000 to \$10,000.

INFORMATION ON TRIESTE AND RITZ LAKES CLEARING

Mr. Bolick provided information on the Trieste and Ritz lakes clearing project including comparison photos from 1994, 1999, 2012, and 2016. He briefly described this project to remove trees which have encroached in Basin 6 Lake 1 Trieste and Basin 6 Lake 2 Ritz Carlton and have caused sections of both lakes to become completely blocked, impacting the flow way. Mr. Bolick reported the completion in March 2017 of 14 days of tree removal. He expects that two more years of similar work is needed to return the lakes back to their 1994 condition.

OLD BUSINESS

By consensus, the committee agreed to (1) reduce FY18 budgeted boat ramp rip rap from \$48,000 to \$25,000, and (2) increase the FY18 budget by \$35,000 in order to fund bacteria treatment of all PBSB lakes.

Ms. O'Brien commented on the large operating budget carry-forward and the over \$1 million dollar capital projects reserve balance. She suggested using part of these funds to reduce the FY18 assessment increase.

Ms. O'Brien commented on FY18 budget increases in irrigation water and electricity expenses.

Ms. O'Brien suggested that staff provide the PBSB board with a one page document discussing FY18 light bulb purchasing plans.

Mr. Streckenbein reported that he reached out to the County Manager's Office to obtain a better understanding of County HR policies. He reported that Mr. Durham, Executive Manager of the CM Office, will provide assistance, ideas, and support to Mr. Bolick, in order to achieve maximum employee expectations.

THE COMMITTEE TOOK A 3 MINUTE RECESS FROM 1:54 PM TO 1:57 PM

NEW BUSINESS

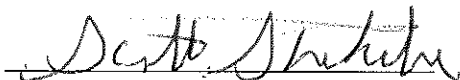
Mr. Shepherd responded to Ms. Sandy Doyle's comments made under "audience comments" and included in her April 20 email to Budget Committee members. He commented that if the PBSB assessment followed CPI increases over the last ten years, it would be essentially at the level it is today. He also commented on the accumulated deferred maintenance incurred from the underfunded years. Ms. O'Brien suggested compiling a current list of deferred maintenance projects.

Ms. O'Brien suggested that the FY18 PBSB contribution for Clam Bay could be reduced to \$113,000. Staff will review Ms. O'Brien's suggested FY18 Clam Bay budget numbers. Mr. Shepherd questioned why the County's contribution of \$150,000 for Clam Bay has not increased over recent years, in line with CPI increases.

By consensus, Dr. Chicurel, Mr. Shepherd, Mr. Streckenbein and Dr. Trecker supported staff's proposed budget including all of the changes discussed during this meeting; Ms. O'Brien could not support the FY18 budget as proposed. Dr. Trecker's support was conditional upon staff providing a good explanation as to the reasons for the increase in the assessment. Ms. O'Brien commented on her lack of support resulting from the \$65 assessment increase in capital projects, without any reduction from capital project reserves. Ms. O'Brien suggested that staff provide an updated proposed FY18 budget to Budget Committee members within seven days.

ADJOURNMENT

The meeting was adjourned at 11:30 a.m.


Scott Streckenbein, Chairman

Minutes approved as presented OR as amended ON 6-7-17 date