

**PELICAN BAY SERVICES DIVISION
AD HOC COST SAVING STRATEGIES COMMITTEE MEETING
DECEMBER 7, 2017**

The Ad Hoc Cost Saving Strategies Committee of the Pelican Bay Services Division met on Thursday, December 7 at 3:00 p.m. at the SunTrust Bank Building, 801 Laurel Oak Drive, Suite 302, Naples, Florida 34108. The following members attended.

Ad Hoc Cost Saving Strategies Committee
Mike Shepherd, Chairman
Bohdan Hirniak

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 (*absent*)
Barbara Shea, Recording Secretary

Also Present

Joe Chicurel, PBSB Board
Tom Cravens, PBSB Board

Mary Johnson, Pelican Bay Foundation
Susan O'Brien, PBSB Board
Scott Streckenbein, PBSB Board

APPROVED AGENDA (AS PRESENTED)

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Audience comments
5. Walkway Discussions
 - a. Power Point presentation on existing Pelican Bay walkways
 - b. Discussion of existing walkway condition
 - c. Future options, including potential for conversion to concrete, expansion of width, and addition of walkways where none currently exist
 - d. Potential for PBSB management – costs & funding
 - e. Liability considerations
 - f. BCC receptivity
6. Proposed Ordinance changes
 - a. Sidewalk responsibility
 - b. Lifetime term limits for Chairman
 - c. Requirement of representative from PBF
 - d. Potential risks associated with Ordinance modifications – Plan “B”
 - e. BCC receptivity
7. Forward Plan/Recommendations
8. Adjournment

THE MEETING CONVENED AT 3:18 P.M.

ROLL CALL

All members were present and a quorum was established

AGENDA APPROVAL

Mr. Hirniak motioned, Mr. Ventress seconded to approve the agenda as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Ms. O'Brien commented on an engineer's June 2015 \$3.5 million estimate of cost to replace PB asphalt sidewalks with concrete, which has not been reviewed by the PBSB Board. Mr. Shepherd commented that for the purposes of this meeting, the committee would only be contemplating taking over responsibility for existing asphalt walkways.

WALKWAY DISCUSSIONS

PRESENTATION ON EXISTING PELICAN BAY WALKWAYS

Mr. Shepherd provided a photo presentation on the existing poor condition of our asphalt sidewalks, which showed (1) all of our sidewalks have multiple layers of asphalt, (2) sidewalks varying in width from 3 to 6 feet, (3) sidewalks with varying placement, (4) sidewalks in need of repair, exhibiting spalling, edge crumbling, huge edge drop-offs, surface fracturing and root lift.

POTENTIAL FOR PBSB MANAGEMENT – COSTS AND FUNDING

Committee discussion included the following highlights:

- The County is clearly not providing adequate sidewalk maintenance to the PB community.
- The PBSB Budget Committee estimated \$15,000–22,000/year for annual sidewalk maintenance.
- The PBSB could petition the County for an annual contribution to the PBSB in exchange for the takeover of PB sidewalk maintenance.
- An ordinance change is required to obtain the authority for sidewalk maintenance.
- Sidewalk maintenance could be funded out of Fund 778, with a redefined fund purpose. Ms. O'Brien commented that this ad-valorem funding mechanism would most affect the commercial property owners.
- Estimated required annual funding is .0036 mils.
- A median home in PB with a taxable value of \$421,000 would pay \$1.52/year.
- The estimated cost to replace existing asphalt walkways with concrete is \$3,385,000.
- Project management of sidewalk maintenance (to be performed by an outside contractor) would be an added responsibility of a PBSB staff member. Mr. Dorrill commented that this additional responsibility could be absorbed by current staff. Ms. O'Brien expressed concerns that our PBSB staff is "maxed out" and commented that additional staffing would be required for this added responsibility.
- Mr. Cravens suggested obtaining a contractor estimate of asphalt repair of a representative section of sidewalk, to be extrapolated out to the entirety to determine a ballpark total cost of repairs for the entire community.

- Mr. Cravens and Ms. Mary Johnson suggested that it is imperative to seek community input on these issues.

LIABILITY CONSIDERATIONS

Mr. Shepherd commented that the PBSB would incur no additional liability if it were to take over PB sidewalk responsibility, as the PBSB is under the County umbrella.

PROPOSED ORDINANCE CHANGES

Dr. Trecker motioned, Mr. Ventress seconded to recommend to the full board that they petition the Board of County Commissioners for a change in our ordinance that would add sidewalk maintenance and replacement to our existing pallet of responsibilities. The motion carried unanimously.

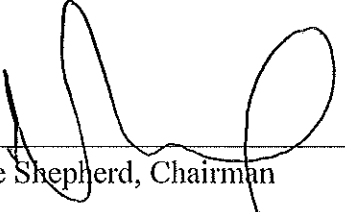
Mr. Ventress motioned, Mr. Hirniak seconded to recommend to the full board that they should consider the following three changes to our Ordinance No. 2002-27 (1) Section Four: In the first sentence, add the words “the installation and maintenance of sidewalks” after “water management,” (2) Section Seven: Remove the last two sentences which state “In addition, there shall be 1 non-voting member nominated by the Pelican Bay Foundation in the manner set forth below. This non-voting member shall not be subject to the voting requirements set forth below,” (3) Section Eight Paragraph A: In the first paragraph remove “The non-voting member shall be recommended for appointment by the Pelican Bay Foundation. The non-voting member should be an individual who is not related to and who is independent of the other Board members and County employees, with no apparent conflict of interest or appearance of impropriety.” In the second paragraph remove “and the non-voting member recommended for appointment by the Pelican Bay Foundation.” The motion carried unanimously.

Mr. Ventress motioned, Mr. Hirniak seconded to recommend to the full board that they should consider an amendment to Section Eleven of our Ordinance No. 2002-27 whereby paragraph “A” would become “At its earliest opportunity, the membership of the PBSB Board shall elect a chairman and vice chair from among those members willing to serve. Officers’ terms shall be for one year. Members may serve up to three terms as chairman and three terms as vice-chair, which may or may not be consecutive. Immediately following the election of a new Board, a chair and vice-chair shall be elected.” The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 4:20 p.m.

**Pelican Bay Services Division Ad Hoc Cost Saving Strategies Committee Meeting
December 7, 2017**



Mike Shepherd, Chairman

Minutes approved [] *as presented* OR [] *as amended* ON [3-7-18] *date*