PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit
NOTICE OF PUBLIC MEETING THURSDAY, DECEMBER 21, 2017

THE LANDSCAPE & SAFETY COMMITTEE OF THE PELICAN BAY SERVICES DIVISION WILL MEET AT 1:30 PM ON DECEMBER 21 AT THE COMMUNITY CENTER AT PELICAN BAY, LOCATED AT 8960 HAMMOCK OAK DRIVE, NAPLES, FL 34108.

AGENDA

1. Call to order
2. Pledge of allegiance
3. Agenda approval
4. Approval of 11/30/17 meeting minutes
5. Audience comments
6. Administrator's update
7. 41 Berm Renovation Update & Discussion
8. Sharrows Discussion
9. Ad Hoc Committee results
10. Committee member comments
11. Adjournment

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.
PELCAN BAY SERVICES DIVISION  
LANDSCAPE & SAFETY COMMITTEE MEETING  
NOVEMBER 30, 2017

The Landscape & Safety Committee of the Pelican Bay Services Division met on Thursday, November 30 at 1:00 p.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  
Bohdan Hirniak (*absent*)  
Mike Shepherd  
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, PBSD Board  
Scott Streckenbein, PBSD Board  
Trent Waterhouse, Pelican Bay Foundation

**APPROVED AGENDA (AS PRESENTED)**

1. Call to order  
2. Pledge of allegiance  
3. Agenda approval  
4. Approval of 08/29/17 meeting minutes  
5. Audience comments  
6. Post Irma update  
   a. Trees  
   b. Landscaping  
   c. Light poles  
   d. Street & traffic signs  
   e. Stormwater drainage system  
   f. Sanitary sewer system  
7. Sharrows  
8. Committee member comments  
9. Adjournment

**ROLL CALL**  
Mr. Hirniak was absent and a quorum was established
AGENDA APPROVAL

Mr. Cravens motioned, Mr. Shepherd seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 08/29/17 MEETING MINUTES

Mr. Cravens motioned, Mr. Ventress seconded to approve the 08/29/17 meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Dr. Joseph Doyle commented on the stormwater public workshops being conducted by Stantec on behalf of Collier County.

Mr. Dorrill reported that the remainder of Irma debris is in the process of being hauled away from PBSD staging areas by Collier County contracted hauling companies.

POST IRMA UPDATE

TREES

Mr. Bolick commented that a certified arborist from Signature Tree conducted a post-Irma assessment of existing trees and made a determination as to which trees were recoverable. Any trees which were not viable, have already been removed. A structural pruning project will begin shortly.

By consensus, the committee agreed to recommend to the full board that the PBSD should not complete an “across the board” replacement of every lost tree. Mr. Dorrill suggested that a community aerial photo might be helpful for a future tree review.

Ms. O’Brien reported that the Pelican Bay Foundation, at their November meeting, expressed an interest in working together with the PBSD on re-landscaping plans. Mr. Dorrill reported on a related PBSD/PBF staff meeting on this issue, to be held on Monday, Dec. 4.

LANDSCAPING

Mr. Dorrill commented that the normal fall landscaping maintenance schedule is back on track. Once the tree pruning project is completed, the laying down of pine straw will follow.

Dr. Chicurel commented that in the past, it was agreed that staff would provide notification of major landscaping projects to adjacent property owners, and also provide the information in the PBF “Today in the Bay.” In the agenda packet, Dr. Chicurel provided photos of “excessive pruning” of cabbage palms in Oakmont Park. Mr. Bolick commented that the PBF had requested pruning in this area for safety reasons.

LIGHT POLES AND STREET & TRAFFIC SIGNS

Mr. Dorrill reported that 35 street light poles have been identified as “out of alignment” and 220 signs have been identified as lost or damaged and are in need of replacement or substantial repairs (as a result of Irma). These are insurable assets and associated costs to the PBSD may be FEMA reimbursable. Staff has hired our civil engineer to prepare bid specifications for both the sign and street pole repair/replacement work.

Mr. Shepherd suggested a PBSD goal for our sign maintenance program to be put in place within 60-90 days. Mr. Dorrill stated that he will work on achieving this goal.
Mr. Streckenbein commented on hazardous missing/damaged utility covers and caps found throughout the community as a result of Irma.

**STORMWATER DRAINAGE SYSTEM**

Mr. Dorrill provided a general commentary on which entities are responsible for various aspects of the stormwater drainage system within Pelican Bay, highlighting (1) french drains, typically found in private resident side yards, are not County or PBSD responsibilities, (2) conveyance pipes between PB lakes are PBSD responsibility, and (3) street drainage structures are not PBSD responsibility.

Dr. Joseph Doyle commented on the expectation of “re-grouting” repairs in Pelican Bay to be the responsibility of the new County stormwater utility.

**SANITARY SEWER SYSTEM**

Mr. Cravens commented that the sanitary sewer lines are clearly the County’s responsibility.

**MYSTIQUE: POSSIBLE ENCROACHMENT ISSUE**

Mr. Cravens commented on the Mystique’s apparent 2-3 foot setback from the drainage system on the east side of the berm, which may create future problems, and also noted that their “silt curtain” is not functioning as it should. Mr. Trent Waterhouse commented on land given back to the PBF by the Mystique owners. Mr. Dorrill commented that the PBSD has no enforcement powers. Ms. O’Brien suggested that the PBSD act as a reporting agency to the SWFWMD if the Mystique owners are out of compliance with 1992 permit requirements.

**SHARROWS**

Dr. Chicurel commented on the poor quality of the recently painted sharrows, exhibiting shadowing and voids. Mr. Dorrill stated that he will meet with the vendor to discuss remediation. The vendor has not been paid. Mr. Dorrill suggested revisiting the use of thermoplastic material, which has a 5 year life. By consensus, the committee delayed any further action on this issue until after Mr. Dorrill meets with the vendor.

Dr. Joseph Doyle suggested polling the PB bicyclists as to their preference of either painted or thermoplastic sharrows. He suggested that the thickness of the thermoplastic material may cause a hazard to the bicyclists.

**COMMITTEE MEMBER COMMENTS**

Dr. Chicurel expressed safety concerns over the lack of signs and sharrows on Greentree Drive and Oakmont Parkway, which have heavy bicycle traffic. Dr. Joseph Doyle commented that Oakmont Pkwy. is too narrow for sharrows.

Mr. Trent Waterhouse commented on bicyclists who have approached the PBF for a new concrete pathway at the end of Crayton Rd., which would connect to pathways along Seagate Drive. Dr. Chicurel commented that the PBSD had received a similar request in the past, which was declined.

Mr. Shepherd commented that walkways will be discussed at the next Cost Saving Strategies Ad Hoc Committee on Thursday, Dec. 7 at 3:00 p.m. He commented on some heavily mildewed PB walkways he has observed, and suggested they be power washed. Mr. Dorrill responded that staff will address these areas of concern.
Mr. Dorrill commented that he will set up a meeting with OMB Director Mark Isackson and Deputy County Manager Nick Casalanguida to discuss a possible annual County contribution to the PBSD if the PBSD were to take over sidewalk maintenance and/or replacement.

Mr. Cravens commented on the high quality of the recently completed cobblestone removal project.

**ADJOURNMENT**

The meeting was adjourned at 2:35 p.m.

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Joe Chicurel, Chairman

Minutes approved [ ] as presented OR [ ] as amended ON [_____________________] date
The laws that apply to bicyclists relate to two lane widths, narrow and wide. A narrow lane is a substandard-width lane if a motor vehicle cannot travel safely side by side with a bicycle within the lane. In such circumstances a bicyclist need not keep right and may legally impede other traffic.

In a wide lane, usually a minimum of 14 feet, bicyclists may not ride two abreast and must keep right to avoid impeding other traffic unless traveling at the same speed or greater than other traffic, passing, preparing for a left turn or avoiding any unsafe or potentially unsafe condition.
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 PBSD 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.
Potential modifications to Collier County Ordinance 2013-19

SECTION ONE: AMENDMENT TO SECTION FOUR OF ORDINANCE NO. 2002-27, AS AMENDED

Section Four is hereby amended as follows:

SECTION FOUR: Purpose; powers.

The Unit is formed for the purpose of providing street lighting, water management, the installation and maintenance of sidewalks, beach renourishment, ambient noise management, extraordinary law enforcement service and beautification, including but not limited to beautification of recreation facilities, sidewalk, street and median areas, identification markers, the maintenance of conservation or preserve areas including the restoration of the mangrove forest preserve and to finance the landscaping beautification of only that portion of U.S. 41 from Pine Ridge Road to Vanderbilt Beach Road in the above described taxing and benefit unit and to that end shall possess all the powers to do all things reasonably necessary to provide such services. The Unit will be solely responsible for advising the County on dredging and maintaining Clam Pass for the propose of enhancing the health of the affected mangrove forest, and will manage such activities for the County.

SECTION TWO: AMENDMENT TO SECTION SEVEN OF ORDINANCE NO. 2002-27, AS AMENDED.

Section Seven is hereby amended as follows:

SECTION SEVEN: Creation of the Pelican Bay Municipal Service Taxing and Benefit Unit Advisory Committee known as the Pelican Bay Services Division Board.

Concurrent with the passage of the Ordinance, an 11 member advisory committee to be known as the Pelican Bay Services Division Board (PBSB Board) is hereby created. Those individuals who are members of the PBSB board pursuant to Collier County Ordinance No. 90-111, as amended, as of the moment prior to the effective date of this Ordinance, shall continue on as members of the PBSB Board until March 31st of the year in which their term would have expired as set forth in the prior ordinances, and shall continue to hold over and serve in that capacity until their position is filled as provided for in this Ordinance. 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.

Words **Underlined** are added; Words **StruckThrough** are deleted.
SECTION THREE: AMENDMENT TO SECTION EIGHT OF ORDINANCE NO. 2002-27, AS AMENDED.

Section Eight is hereby amended as follows:

SECTION EIGHT: Composition, nomination and appointment.

A) The PBSD Board shall be representative of the residential, business and commercial interests and landowners in Pelican Bay. To that end, nine of the PBSD Board members shall be representative of the residential interests within the Unit and two of the PBSD Board members shall be representative of the commercial and business interests within the Unit. 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.

Members of the PBSD Board shall be appointed by and serve at the pleasure of the Board of County Commissioners pursuant to the procedure outlined herein. The nine (9) BPS Board members representative of the residential interests within the Unit, and the non-voting member recommended for appointment by the Pelican Bay Foundation, shall be residents of and qualified electors within the Unit. The two PBSD Board members representative of the commercial/business/other interests shall be residents of and qualified electors in Collier County.

SECTION FOUR: AMENDMENT TO SECTION ELEVEN OF ORDINANCE NO. 2002-27, AS AMENDED.

Section Eleven is hereby amended as follows:

SECTION ELEVEN: Officers; quorum; rules of procedure.

A) At its earliest opportunity, the membership of the PBSD Board shall elect a chairman and vice chairs from among those members willing to serve. Officers’ terms shall be for one year, with no eligibility for re-election. There shall be no limitations on members serving multiple terms as chairman or vice chair. Officers terms are to be on a rotating basis. Immediately following the election of a new Board, a new chair and vice chair shall be elected.

Words Underlined are added; Words Struck Through are deleted.