

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
JANUARY 3, 2018**

The Pelican Bay Services Division Board met on Wednesday, January 3, 2018, 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**

Scott Streckenbein, Chairman

Mike Shepherd, Vice-Chairman

Joe Chicurel

Tom Cravens (*absent*)

Jacob Damouni

Ken Dawson

Bohdan Hirniak

Susan O'Brien

Peggy Pinterich

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**

John Chandler, Pelican Bay Foundation

Tim Corcoran, Pelican Bay Foundation

Dave Doern, Pelican Bay Foundation

Jim Hoppensteadt, Pelican Bay Foundation

Mary Johnson, Pelican Bay Foundation

**APPROVED AGENDA (AS PRESENTED)**

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 12/06/17 Regular Session meeting minutes
5. Approval of 05/31/17 Beach Renourishment Committee meeting minutes
6. Audience comments
7. \*Ad hoc Cost Saving Strategies Committee Report: PBSB ordinance changes
  - a. Maintenance and replacement of walkways
  - b. Terms of PBSB Board Chair
  - c. Other ordinance changes
  - d. Funding options
  - e. Plan to approach the BCC
8. Administrator's report
  - a. Bay Colony basic drainage survey
  - b. Update on street sign and street light plans and specifications
  - c. Hurricane recovery
  - d. Sod replacement
  - e. US 41 landscape/wall assessment and survey
  - f. Update on Clerk of Courts' PBSB audit
  - g. December financial report

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9. Committee reports
  - a. Clam Bay
  - b. Landscape & Safety
  - c. Water Management
10. Chairman's report
11. Old business
12. New business
  - a. Field employee work breaks
13. Adjournment

**ROLL CALL**

Mr. Cravens was absent and a quorum was established

**AGENDA APPROVAL**

**Ms. O'Brien motioned, Mr. Damouni seconded to approve the agenda as presented. The motion carried unanimously.**

**APPROVAL OF 12/06/17 REGULAR SESSION MEETING MINUTES**

**Mr. Dawson motioned, Mr. Damouni seconded to approve the 12/06/17 regular session meeting minutes as presented. The motion carried unanimously.**

**APPROVAL OF 05/31/17 BEACH RENOURISHMENT COMMITTEE MEETING MINUTES**

**Mr. Dawson motioned, Ms. O'Brien seconded to approve the 05/31/17 Beach Renourishment Committee meeting minutes as presented. The motion carried unanimously.**

**AUDIENCE COMMENTS**

Mr. Peter Duggan expressed his opposition to replacing our asphalt pathways with concrete, the related additional cost to residents, and loss of trees.

Ms. Selma Petker expressed her opposition to replacing our asphalt pathways with concrete and any related loss of trees.

Dr. Joseph Doyle expressed his opposition to (1) replacing our asphalt pathways with concrete which would fundamentally change the character of the community, and (2) changing the PBSO ordinance to allow for board members to serve up to three terms as chair, and permitting consecutive terms.

Ms. Evelyn Bloom expressed her opposition to replacing our asphalt pathways with concrete.

Ms. Linda Roth expressed her opposition to replacing our asphalt pathways with concrete. She commented that most Pelican Bay residents are not aware that the PBSO is considering taking over responsibility of the maintenance and replacement of PB sidewalks, and that the PBSO should reconsider amending the PBSO ordinance.

Mr. Jeff Lane requested reimbursement of \$17,764.84 for damages to his home as a result of the collapsed storm line that runs next to his home in the Oakmont subdivision of Pelican Bay.

Ms. Mary Johnson commented that the PBSO takeover of sidewalk maintenance and replacement has not been adequately presented to the PB community, and the PBSO needs further discussion on a long term vision and plan.

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Ms. Kathy Cannady expressed her opposition to replacing our asphalt pathways with concrete and the related additional cost to residents.

Mr. Ted Raia expressed his opposition to replacing our asphalt pathways with concrete and urged the PBSB to “push” the County to complete the repairs to PB pathways as it is their responsibility.

Ms. Molly Moffatt commented on (1) the disgraceful condition of the PB walkways, (2) the Irma-related repair/replacement work which has not been completed on the US 41 berm, and should have priority over taking on PB sidewalk responsibility, and (3) her dissatisfaction with the current selection of plants (throughout the community) by the PBSB.

Mr. Gerry Moffatt expressed his opposition to the PBSB taking over sidewalk maintenance responsibility, as the County already has this responsibility.

Mr. Streckenbein commented that the ad hoc ordinance change committee reviewed and discussed issues relating to the PBSB takeover of pathway maintenance and replacement, and emphasized that “asphalt was never out of the picture.”

**AD HOC CSS COMMITTEE REPORT: PBSB ORDINANCE CHANGES**

Mr. Shepherd reported on the work of the ad hoc CSS/ordinance change committee and highlights included:

- A powerpoint presentation entitled “PB Walkways” which showed the poor condition of our walkways as a result of age (cracks and broken pieces), differing widths, differing placement, non-ADA compliant contours, and poor condition of previous repairs.
- An estimate of cost to maintain sidewalks of .0036 mills (if funded in Fund 778 through an additional millage rate tax) which would raise approximately \$22,000 annually.
- The four committee members unanimously concluded that the PBSB should petition the County for a change in ordinance to add pathway responsibilities to the PBSB.
- The four committee members unanimously agreed to other PBSB ordinance changes, including (1) allow PBSB Board members to serve as chairman for up to three terms, which may be consecutive or non-consecutive, and (2) remove the ability of the PBF to appoint a non-voting member to the PBSB Board.

Ms. O’Brien commented on the following:

- The 8/29/17 Landscape & Safety Committee meeting minutes indicate that the committee members were in favor of replacing asphalt walkways with concrete.
- The PBSB Board could consider an alternative approach of supplementing the County’s current level of pathway repair work.
- The County requires that all arterial and connector streets have sidewalks on both sides of the streets. A number of PB streets (such as Ridgewood Dr. and Green Tree Dr.) are not in compliance and it is unknown what the County would require if the PBSB were to install sidewalks.
- Installation of concrete sidewalks would create an additional financial burden on the commercial members; the PBSB Board may consider a discussion of what the commercial member contribution would be if such a project were to be undertaken.
- At the December ad hoc committee meeting, Mr. Dorrill stated that the additional responsibility of pathway maintenance could be absorbed by current staff. However, available staff time appears to be limited in light of a number of FY2017 projects which remain incomplete.

Dr. Chicurel commented on the need to consult with the County Attorney's Office on the appropriate language of an ordinance change, including a determination of using the correct term of walkway, pathway, or sidewalk as applicable to Pelican Bay.

Mr. Streckenbein suggested that PB residents provide any concerns on these issues to the PBSB. He recommended that no motion be made on these issues at this time.

Mr. Dorrill commented that he would set up a meeting with Commissioner Solis to discuss possible changes to the PBSB ordinance.

**THE BOARD TOOK A TEN MINUTE BREAK FROM 2:30 PM TO 2:40 PM**

**ADMINISTRATOR'S REPORT**

**BAY COLONY BASIC DRAINAGE SURVEY**

Mr. Dorrill commented on recently completed surveys of the Bay Colony beach dune swale and the area between the Ritz Carlton employee parking garage and the Trieste condominium, which will be utilized to assess storm damage. Substantial debris removal and maintenance work will be required in these areas in order to re-create a positive flow swale within our drainage easement.

**UPDATE ON STREET SIGN AND STREET LIGHT PLANS & SPECIFICATIONS**

Mr. Dorrill reported that our civil engineers, Agnoli Barber, are in the process of preparing street sign and street light plans and specifications for hurricane damage repairs/replacements, which are expected to be completed by month end. He expects the project to be put out to bid in March, and will request that vendors provide an alternate bid which would be associated with an early start date of the project.

**HURRICANE RECOVERY**

Mr. Dorrill reported total direct and indirect hurricane related expenses of \$420,000 as of 12/31/17.

**SOD REPLACEMENT**

Mr. Dorrill reported that staff has submitted a requisition to the Collier County Procurement Dept. for sod replacement of \$39,500, which is pending approval.

**US 41 LANDSCAPE/WALL ASSESSMENT AND SURVEY**

Mr. Dorrill reported that our engineer is beginning work on a field survey of the US 41 berm which will quantify landscaping, fencing, and berm reconstruction (resulting from Irma). Once complete, Mr. Dorrill will share exhibits showing different replacement plant sizes and options, along with related costs.

**UPDATE ON CLERK OF COURTS' PBSB AUDIT**

Mr. Dorrill reported that in late October he was informed by the Clerk of Courts that the PBSB would be the subject of an internal performance audit. Clerk of Courts' audit staff have made two site visits to the PBSB. So far, no work products have been issued.

**DECEMBER FINANCIAL REPORT**

**Ms. O'Brien motioned, Mr. Dawson seconded to accept the December financial report. The motion carried unanimously.**

**COMMITTEE REPORTS**

**CLAM BAY REPORT**

Ms. O'Brien provided her December 2017 Clam Bay update in the agenda packet and specifically highlighted: (1) the two annual Clam Bay and Clam Pass reports will be discussed at the Jan. 4 Clam Bay Committee meeting, and are available on our PBSB website, and (2) at the December Clam Bay Committee meeting, Dr. Trecker reported that the most recent CH2MHill report shows significantly lower copper levels in the water management upland ponds, in comparison to a few years ago, when copper was still being used to combat algae in our lakes.

**LANDSCAPE & SAFETY REPORT**

Dr. Chicurel reported that the Landscape & Safety Committee met on December 21, and the following items were discussed.

1. Mr. Dorrill reported that our civil engineers, Agnoli Barber, are doing a survey and documentation of fence, berm, and landscape destruction along US 41. In addition, street lighting and street sign surveys will be completed.

2. The committee was informed that the PBF might be willing to discuss cost sharing on the US 41 berm renovation after our engineers complete their survey.

3. The problems associated with the sharrow repainting and possible remedies were discussed. Mr. Dorrill is to report back to the committee after talking to the contractor. The consensus of the committee is that the thinnest thermoplastic material would be used instead of painting the sharrow every year. The existing sharrow will be painted over with black paint or similar process, and if possible, the new thermoplastic sharrow will be applied more towards the middle of the outside traffic lane. This might extend the freshness of the new white color since it would be located within the tire path of most vehicles and not directly in the tire path.

4. The Chairman discussed additional bicycle signage within Pelican Bay. Since all PB roads are "substandard" according to the Florida Code, signs indicating that vehicles must allow 3 feet between a bicycle and their vehicle or signs indicating that cyclists "can take the lane" might be needed. The consensus of the committee was unfavorable for signs indicating that cyclists can take the lane.

5. The next committee meeting will be held on Jan. 18 at the Community Center.

**WATER MANAGEMENT REPORT**

None

**CHAIRMAN'S REPORT**

Mr. Streckenbein requested that Mr. Dorrill organize a meeting with Commissioner Solis to provide him with and discuss the "Pelican Bay Walkways" powerpoint presentation (as shown at this meeting).

Mr. Streckenbein announced that there are four currently advertised available PBSB board seats; January 9 is the last day to submit an application.

**OLD BUSINESS**

Ms. O'Brien requested additional information on the issue discussed by resident Jeff Lane under "Audience Comments." Mr. Dorrill commented that staff has not been a party to any County department discussions relating to this issue, and that the PBSB is not responsible for roadways or roadway drainage. Mr. Lane has petitioned the BCC to speak at the Jan. 9 BCC Board meeting.

**NEW BUSINESS**

**MANGROVE ACTION COMMITTEE MEETING**

Mr. Streckenbein announced that the Mangrove Action Committee (Mangrove Action Group) will be meeting on Jan. 17<sup>th</sup> at 1:30 p.m. at the Community Center where the Chairman of the County's Committee on Growth will be speaking.

**FIELD EMPLOYEE WORK BREAKS**

Ms. O'Brien commented on the County's HR policy on "Work hours" which says that a Supervisor may, at his/her discretion, grant up to two daily fifteen-minute breaks. She also commented on three emails she had sent to Mr. Dorrill (on Dec. 5, 8, and 19) which described her observations of field workers' breaks which exceeded fifteen minutes. Ms. O'Brien commented that County policy is not being followed by employees, and there appears to be a lack of supervision by our three PBSB Supervisors.

Mr. Dorrill commented that employees are entitled to a 30 minute lunch and historically have been given mid-morning and mid-afternoon breaks. They are entitled to access to restrooms. He commented that the PBSB practices progressive discipline and that employees have been counseled. He commented that he shares Ms. O'Brien's concerns.

**ADJOURNMENT**

**The meeting was adjourned at 3:25 p.m.**



Scott Streckenbein, Chairman

Minutes approved [  ] as presented OR [  ] as amended ON [ 02-07-18 ] date