

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
APRIL 4, 2018**

The Pelican Bay Services Division Board met on Wednesday, April 4, 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

Jacob Damouni

Ken Dawson

Nick Fabregas

Pete Griffith

Bohdan Hirniak (*absent*)

Susan O'Brien

Rick Swider

**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 Durham, County Manager's Office

Jim Hoppensteadt, Pelican Bay Foundation

Trent Waterhouse, Pelican Bay Foundation

**APPROVED AGENDA (AS PRESENTED)**

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 03/07/18 Regular Session meeting minutes
5. Approval of 03/26/18 Special Session meeting minutes
6. \*Election of new chair and vice chair
7. Audience comments
8. Administrator's report
  - a. Update on timeline for streetlight and sign repairs
  - b. Update on timeline for 41 berm clean-up and restoration
  - c. Update on timeline and costs for dredging Clam Pass
  - d. Update on drainage easements and debris removal
  - e. March financial report
9. Committee reports
  - a. Clam Bay
  - b. Landscape & Safety
    - i. \*Approve "No Outlet" sign on Crayton Rd. and Pelican Bay Blvd.
  - c. Water Management
  - d. Budget
10. Chairman's report
11. Old business

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- 12. New business
- 13. Adjournment

**ROLL CALL**

Mr. Hirniak was absent and a quorum was established

**AGENDA APPROVAL**

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

**APPROVAL OF 03/07/18 REGULAR SESSION MEETING MINUTES**

**Mr. Dawson motioned, Mr. Cravens seconded to approve the 03/07/18 regular session meeting minutes as amended. The motion carried unanimously.**

**APPROVAL OF 03/26/18 SPECIAL SESSION MEETING MINUTES**

**Mr. Cravens motioned, Mr. Dawson seconded to approve the 03/26/18 special session meeting minutes as presented. The motion carried 9-1, with Ms. O'Brien abstaining.**

**MR. STRECKENBEIN WELCOMED OUR THREE NEW BOARD MEMBERS: MR. NICK FABREGAS, MR. PETE GRIFFITH, AND MR. RICK SWIDER**

**ELECTION OF CHAIR AND VICE-CHAIR**

Mr. Streckenbein commented on the approval and adoption of Ordinance 2018-12 by the Board of County Commissioners, which allows for re-election of PBSB board members as chair or vice chair.

**Mr. Cravens motioned, Mr. Dawson seconded to nominate the existing Chairman, Mr. Streckenbein to serve as Chairman of the PBSB Board. The motion carried unanimously.**

**Mr. Dawson motioned, Mr. Damouni seconded to nominate Mr. Cravens to serve as Vice-Chairman of the PBSB Board. The motion carried unanimously.**

**AUDIENCE COMMENTS**

Mr. Vincent Vespo commented on the hurricane damaged landscaping along the US 41 berm and the related increase in noise pollution.

**ADMINISTRATOR'S REPORT**

**UPDATE ON TIMELINE FOR STREETLIGHT AND SIGN REPAIRS**

Mr. Dorrill reported that the bid packages for hurricane-related streetlight repairs and sign repairs are ready to go out for bid. It is expected that cost recovery will be close to 100% as these are insurable assets and qualify for both insurance and FEMA reimbursement. Mr. Dorrill

commented that we are pursuing FEMA mitigation funds for a redesign (new specifications) of the damaged signs, which would result in installing signs which are more hurricane resistant. If we are not successful in obtaining these additional mitigation funds, then the PBSB would be responsible for the supplemental costs. Ms. O'Brien suggested that the PBSB consider a "multi-year project" if the mitigation funds are not approved, in order to spread the supplemental costs over a number of years.

Mr. Dorrill will share the bids received for each project with board members when they are received, and will bring the projects to the board as an agenda item for discussion, if time permits.

**UPDATE ON TIMELINE FOR 41 BERM CLEAN-UP AND RESTORATION**

Mr. Dorrill reported that tree removal on the US 41 berm is in its final phase. As a result of Hurricane Irma, a total of 65 large trees were lost and the berm was substantially damaged in 22 locations. Our engineer ABB has provided us with a survey, overlaid on an aerial photo of the entire area. Mr. Dorrill commented that our landscape architect, Ms. Ellin Goetz (of Goetz & Stropes Landscape) is working on suggested plantings with appropriate sizes, and hopefully concept drawings can be reviewed at the next PBSB Board meeting. Mr. Dorrill will obtain a copy of the original landscape plans of the US 41 berm for review. Mr. Dorrill will invite Ms. Goetz to attend the next Landscape & Safety Committee meeting.

Mr. Cravens suggested that all plans be reviewed to ensure that no exotic invasive plants are replanted.

**UPDATE ON TIMELINE AND COSTS FOR DREDGING CLAM PASS**

Mr. Dorrill reported that on Monday he authorized a one-week extension to the bid deadline (for the Clam Pass dredging project) until April 10, as a result of contractors requesting additional time to prepare their bids. He will share the bids with board members when they are received. After-the-fact approval of the bid selection will be obtained from the Board of County Commissioners. Mr. Dorrill projects the project will be underway on or about April 15. Mr. Dorrill commented that there are funds in the project's budget for enhanced security at the project site.

Ms. O'Brien commented on the proposal for engineering services by Humiston & Moore for \$68,000, which is significantly higher than last year's proposal of approximately \$40,000.

**UPDATE ON DRAINAGE EASEMENTS AND DEBRIS REMOVAL**

Mr. Dorrill commented on the following debris removal projects in PBSB drainage easements. None of these projects are FEMA eligible.

- Bids are out and expected back next week for debris removal and maintenance to restore flow to PBSB's Ritz Carlton drainage easement.
- Bids are out and expected back next week for debris removal and maintenance to restore flow to PBSB's beach dune swale drainage easement.
- Once the beach dune swale project is complete, a new project is anticipated for the engineering and construction of three additional sump areas for water retention behind several Bay Colony condominiums.
- A title search has been completed at the Grosvenor to identify PBSB drainage easements. Quotes are currently being obtained to complete debris removal and maintenance work in our drainage easements in this area, and once this work is complete, our engineer will be tasked to provide a solution to restore proper drainage.

**MARCH FINANCIAL REPORT**

Mr. Dorrill commented on the completed transfer of \$1 million dollars from our streetlighting fund 778 to our capital projects fund 322 to fund FEMA projects.

**Mr. Griffith motioned, Mr. Dawson seconded to accept the March financial report. The motion carried unanimously.**

**COMMITTEE REPORTS**

**CLAM BAY REPORT**

Ms. O'Brien provided her April 2018 Clam Bay update in the agenda packet and specifically highlighted: (1) removal of hurricane debris in Clam Bay continues to be a priority, (2) the annual maintenance work on the hand-dug channels is targeted to be completed before the rainy season, (3) water quality has become an area of focus, as a result of both copper and total phosphorus being out of compliance with FDEP standards, and (4) the Clam Bay Committee approved recommending to the Water Management Committee that the discontinued CH2M Hill quarterly reports on nutrients in PB's upland ponds be restarted so the results can be used to address copper levels in Clam Bay.

**LANDSCAPE & SAFETY REPORT**

Dr. Chicurel reported that the Landscape & Safety Committee met on March 12, and the following items were discussed.

1. The committee consensus is that our sidewalks are substandard, unattractive, in disrepair, a dangerous liability to users, and are not compliant with State code or the federal Americans with Disabilities Act. The community does have an advocate in Tim Durham, Executive Manager of Corporate Business Operations in the County Manager's Office. He believes that PB sidewalks need a comprehensive solution, not a continuation of the shotgun patching that has and is presently used. Mr. Dorrill will report back to the committee as to (a) the County's 5 year transportation and engineering plan, (b) discussion with the PBF on infrastructure needs, and (c) ask PBSD engineers for preliminary dollar figures on replacing PB's sidewalk system with six foot concrete sidewalks that are compliant with state and federal law.
2. Staff will prepare and present to the committee a plan and cost analysis to restore the 41 berm in the aftermath of Hurricane Irma devastation.
3. A motion passed 3-1 to recommend to the full PBSD Board that a "No Outlet" sign be placed at the entrance of Crayton Rd. and Pelican Bay Blvd.
4. The County is doing a title search to determine responsibility for roadway drainage as it enters Pelican Bay stormwater lakes and system.

Mr. Streckenbein commented that six associations have endorsed the installation of a "No Outlet" sign at the intersection of Crayton Rd. and Pelican Bay Blvd., in order to reduce traffic on Crayton Rd. Mr. Cravens commented that drivers wrongly assume that Crayton Rd. goes through to Crayton Rd., south of Seagate.

Ms. O'Brien commented on her recent observations at the intersection of Crayton Rd. and Pelican Bay Blvd., where she saw no vehicles or bicycles "returning back" to this intersection.

Mr. John Chandler commented on the positioning of a "No Outlet" sign.

**Dr. Chicurel motioned, Mr. Cravens seconded that the PBSB install a “No Outlet” sign at the entrance of Crayton Rd. at Pelican Bay Blvd. The motion carried 9-1, with Mr. Shepherd dissenting.**

#### **WATER MANAGEMENT REPORT**

Mr. Cravens commented that the Water Management Committee did not meet in March. He provided photos of the Ridgewood Park lake, covered in algae, prior to the installation of blue tilapia on March 6, and photos taken later on April 4, showing almost no algae. He provided a photo of the Community Center lake which has appeared to be algae-free since the installation of blue tilapia in 2016. Mr. Cravens reported that the stocking of 20 additional lakes with blue tilapia is scheduled to begin on April 5.

#### **BUDGET REPORT**

Mr. Shepherd commented that the Budget Committee met last month, and preliminary parameters for the PBSB FY19 budget have been completed. He expects that the committee will finalize the FY19 budget at its next meeting on April 13.

#### **CHAIRMAN’S REPORT**

Mr. Streckenbein requested that board members provide their preferences for participating on PBSB committees, in order of priority, to Ms. Shea in the PBSB Office. Mr. Streckenbein suggested that the PBSB Board hold its July regular session meeting on Wednesday, July 11, and requested that board members provide their availability on July 11 to Ms. Shea.

Mr. Streckenbein commented that a few board members provided suggested topics for a future joint meeting of the PBSB and PBF, and asked the new board members to forward any ideas/topics they may have. He also commented that currently the “three board panel” meets monthly.

Ms. O’Brien requested an update on how the PBSB is going forward on finalizing PBSB by-laws, to include a method for selecting board members in special situations, as requested by the County Attorney’s Office. Mr. Cravens suggested forming an ad hoc committee to finalize a set of by-laws. Mr. Streckenbein chose to table that suggestion, until the board has a chance to review a set of “draft by-laws” created a couple of years ago.

#### **OLD BUSINESS**

##### **FOLLOW UP ON PBSB MANAGEMENT SERVICES CONTRACT**

Mr. Tim Durham, Executive Director, County Manager’s Office provided an update on the RFP for the PBSB management services contract. Highlights included (1) the RFP is currently “in process” by the Procurement Dept., (2) comments were taken regarding the scope of work, and based on a recommendation from Ms. O’Brien, language will be added to allow for the PBSB Board, if it deems appropriate, to require a certain amount of the administrator’s time to be “on site,” (3) an administrative extension has been approved for the current DMG contract, and (4) the PBSB Board will have the opportunity to review the candidates who submit bids.

##### **FOLLOW UP ON SIDEWALKS BY TIM DURHAM, CM’S OFFICE**

Mr. Tim Durham commented on a scheduled April 6 meeting with Mr. Dorrill and Mr. Nick Casalanguida, Deputy County Manager, to discuss Pelican Bay sidewalk replacement.

##### **LANDSCAPE REPLACEMENT FOR US 41 BERM AND NOISE POLLUTION**

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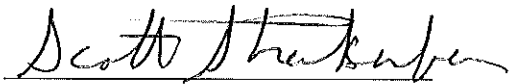
Mr. Griffith commented on the hurricane-damaged landscaping in Ridgewood Park and along the US 41 berm. He suggested exploring alternatives to restoring areas to the original landscaping plans designed 30 years ago, which were not developed under the expectation of US 41 existing as a busy six-lane road. He suggested the possibility of building a wall. Mr. Streckenbein suggested and Dr. Chicurel agreed, that this issue needs further study and discussion by the Landscape & Safety Committee. Ms. O'Brien suggested a review of the property ownership of those areas under discussion. Mr. Streckenbein commented that the PB Foundation needs to weigh in on this issue.

**NEW BUSINESS**

None

**ADJOURNMENT**

**The meeting was adjourned at 2:42 p.m.**



Scott Streckenbein, Chairman

Minutes approved [] as presented OR [] as amended ON [ 5-3-18 ] date