

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
JUNE 6, 2018**

The Pelican Bay Services Division Board met on Wednesday, June 6, 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 (*absent*)

Tom Cravens, Vice-Chairman (Acting Chair)

Joe Chicurel

Jacob Damouni

Ken Dawson (*absent*)

Nick Fabregas

Pete Griffith (*absent*)

Bohdan Hirniak (*absent*)

Susan O'Brien

Mike Shepherd

Rick Swider (*absent*)

**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**

Evelyn Colon, Collier County Procurement

Ted Coyman, Collier County Procurement

Tim Durham, County Manager's Office

Robert Sanchez, PBPOA

**APPROVED AGENDA (AS AMENDED)**

1. Pledge of Allegiance
2. Roll call
3. Agenda approval
4. Approval of 05/02/18 Regular Session meeting minutes
5. Approval of 04/30/18 Special Session meeting minutes
6. Audience Comments
7. 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 Clam Pass dredging project
  - d. Update on drainage easements and debris removal
  - e. May financial report
8. Committee reports
  - a. Clam Bay
  - b. Landscape & Safety
  - c. Water Management
  - d. Budget
  - e. PBPOA Article – "A Better Path" (*add-on*)
9. Chairman's report
  - a. Discussion of management services solicitation
10. Old business
11. New business

12. Adjournment

**ROLL CALL**

Mr. Dawson, Mr. Griffith, Mr. Hirniak, Mr. Streckenbein, and Mr. Swider were absent and a quorum was established

**AGENDA APPROVAL**

**Ms. O'Brien motioned, Mr. Damouni seconded that we add to the agenda a brief discussion of "A Better Path," an article submitted by the Pelican Bay Property Owners Association in the recent Pelican Bay Post. The motion carried 4-2, with Mr. Cravens and Mr. Shepherd dissenting.**

**Ms. O'Brien motioned, Mr. Damouni seconded to approve the agenda as amended, with the addition of item #8e. The motion carried unanimously.**

**BY BOARD CONSENSUS IT WAS AGREED THAT AGENDA ITEM #9A WOULD BE HEARD DIRECTLY AFTER AGENDA ITEM #6.**

**APPROVAL OF 05/02/18 REGULAR SESSION MEETING MINUTES**

**Ms. O'Brien motioned, Mr. Damouni seconded to approve the 05/02/18 regular session meeting minutes as presented. The motion carried unanimously.**

**APPROVAL OF 04/30/18 SPECIAL SESSION MEETING MINUTES**

**Mr. Damouni motioned, Ms. O'Brien seconded to approve the 04/30/18 special session meeting minutes as amended. The motion carried unanimously.**

**AUDIENCE COMMENTS**

Dr. Joseph Doyle commented on, (1) his e-mail sent to the BCC Commissioners, which expressed his disapproval of the proposed PBSD FY19 budget resulting in a 56% increase in the PBSD assessment and requested that the County Budget Director work with the PBSD Board to lower the requested increase, (2) his follow-up e-mail to the Commissioners which discussed some items in the PBSD budget which were not fully vetted, and (3) the need for joint planning by the PBSD and PBF to formulate long term financing solutions.

Mr. Mark English asked why the PBSD chose to assess the residents \$1.3 million, which is expected to be reimbursed by FEMA.

Mr. Bob Sanchez commented on (1) feedback received from residents who are very concerned about the proposed PBSD FY19 assessment, and (2) the need for long term solutions for large unfunded projects, and (3) the possibility of issuing bonds.

Mr. Jim Issenmann requested an update on the Gulf Park Drive cut-through project.

**DISCUSSION OF MANAGEMENT SERVICES SOLICITATION**

Mr. Ted Coyman, Director of Collier County Procurement Services, introduced himself and his colleague Ms. Evelyn Colon, Sr. Procurement Strategist, who is facilitating the "management services for PBSD" solicitation. He provided a "selection committee procedural meeting" presentation which included the following:

- The RFP (request for proposal) #18-7352 was advertised for one month, and one proposal from Dorrill Management Group was received.
- The County has elected to have the PBSB Board act as the selection committee of the proposal.
- Any board members absent at today's meeting, who wish to participate on the selection committee, must contact Ms. Colon in order to participate in another "selection committee procedural meeting" prior to July 1.
- Ms. Colon distributed a package to each of the six board members present which included (1) a copy of the solicitation, (2) grading criteria, (3) a scoring sheet, and (4) the DMG proposal. These documents are not yet public record.
- The selection committee's evaluation relates only to the proposal submitted.
- The selection committee will meet on Wednesday, July 11 at 2:30 p.m. at the Community Center at Pelican Bay, immediately following the July PBSB Board meeting.
- The committee may choose one of three options regarding this proposal including (1) award the contract to DMG, (2) cancel the process, make no award, and resolicit, or (3) request DMG to appear at a second meeting, which may include oral interviews with the candidate.

Mr. Durham commented that the Collier County Clerk's Office has completed a draft of its PBSB audit report, which is likely to be presented to the Board of County Commissioners on June 26. The County Manager's Office is currently working on a response. Mr. Coyman commented that if relevant information comes to the attention of the selection committee, it can be considered.

Mr. Bob Sanchez requested a brief explanation of why the PBSB Board and Mr. Coyman had this discussion. Mr. Cravens, Mr. Coyman, and Mr. Durham gave a brief explanation of the mechanism, purpose, and expiration of the existing PBSB management services contract.

### **ADMINISTRATOR'S REPORT**

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

Mr. Dorrill reported that the "opening of bids" for our IRMA repair and replacement project for streetlights is imminent; bids will be shared with the board when received. This project is being fast-tracked through the County bid process.

Mr. Dorrill reported that we are taking advantage of a FEMA mitigation grant to strengthen PB sign foundations, for which we will be eligible to receive 100% reimbursement of the cost. A structural engineer was hired to prepare specifications and drawings for the new upgraded signs. A FEMA site visit is scheduled for next week.

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

Mr. Dorrill reported that the US 41 berm final cleanup was completed last Friday and our landscape architect is expected to provide construction plans and plant size recommendations by the end of June. These will be shared with the Landscape & Safety Committee at its July meeting. He suggested that an "add alternative" bid line for an early construction start be included in the RFP.

Ms. O'Brien commented that Mr. Trent Waterhouse, PBF Board, has commented that his "41 berm subcommittee" is looking at trying to restore a consistent 6-foot berm along the length of US 41.

Mr. Dorrill commented that the PBSB has not asked Ms. Ellin Goetz, our landscape architect, to consider changing berm height in her plans. After board discussion, Mr. Dorrill responded that he will order a topographic survey of the 41 berm, and will make it available at the July Landscape & Safety Committee meeting.

Mr. Bob Sanchez questioned whether PB associations are partly responsible for the cost of lake bank remediation of our 44-65 lakes. Mr. Dorrill commented that our engineer ABB evaluated the lake bank erosion at our 44 lakes last year, resulting in a good survey. He commented that we have adequate plans, but inadequate funding. Mr. Shepherd commented that the PBSB will begin to accrue \$500,000 annually for lake remediation in FY19. Mr. Sanchez commented that this is a long term large scale problem which is not being adequately addressed.

#### **UPDATE ON CLAM PASS DREDGING PROJECT**

Mr. Dorrill provided a photo presentation of aerials of Clam Pass and Park Beach, and ground level shots of beach escarpment, taken on May 31 (post subtropical storm Alberto and post dredging). He commented that (1) tidal ratios are currently very favorable, (2) no negative erosion effects can be observed from the recent storm, and (3) the dredging project was completed one week early with no change orders.

#### **UPDATE ON DRAINAGE EASEMENTS AND DEBRIS REMOVAL**

Mr. Dorrill commented on 3 drainage easements and debris removal projects:

- The Bay Colony beach dune swale extensive debris clearing and exotic removal work has been completed.
- The Bay Colony beach dune swale – Brighton discharge restoration project (reconstruction of outfall structures to improve flows) has been awarded to the lowest and most responsive contractor for \$58,000.
- The Brighton condominium community has filed a complaint with the SFWMD, which claims that the PBSB is not addressing drainage problems at the Brighton for which it is responsible via drainage easements. The PBSB will work with engineer ABB to develop plans to reconstruct the swale, which will be the final phase of our drainage easement work in this area. This work will be completed next year, after the rainy season.

#### **UPDATE ON DRAINAGE PIPES EVALUATION**

Mr. Dorrill commented that several areas have been identified for completing video inspections with robotic cameras of older parts of conveyance pipes in response to failures of roadway drainage which occurred during Hurricane IRMA. The work is scheduled and underway, and being performed by County contractor Envirowaste.

Mr. Mark English questioned what the cost of the drainage pipes evaluation is. Mr. Dorrill responded that the vendor charges “by the linear foot” of pipe inspection.

Ms. Diane Sanchez questioned whether the intent is to replace or repair the pipes. Mr. Dorrill responded that this contractor has been tasked to check the condition of the pipes.

#### **TIMING OF FEMA REIMBURSEMENT**

Mr. Bob Sanchez questioned what the timing of FEMA reimbursement may be for our sign and street light repair and replacement projects. Mr. Dorrill commented that the PBSB has filed insurance claims and will seek FEMA reimbursement for these projects. Mr. Shepherd commented that we are optimistic on receiving FEMA reimbursement, but that it is unlikely that any funds will be received in the next 12 months.

**MAY FINANCIAL REPORT**

Mr. Dorrill reviewed highlights from the May financial report.

**COMMITTEE REPORTS**

**CLAM BAY REPORT**

Ms. O'Brien provided her June 2018 Clam Bay update in the agenda packet. She highlighted, (1) good news - ETE's March mangrove monitoring looks good except for two areas exhibiting some stress, which will be monitored going forward, (2) good news – the new May tidal gauge data shows excellent ratios, and (3) a new water quality contract is needed for a vendor to complete reports on the water quality data already collected for the last five months.

**LANDSCAPE & SAFETY REPORT**

Dr. Chicurel reported that the Landscape & Safety Committee met on May 17, and the following items were discussed.

1. Sgt. Thad Rhodes of the CCSO North Naples Patrol Division and Community Oriented Policing introduced Cpl. Tania Wroblecki, PB's new liaison deputy. He also highlighted CCSO activity in PB (use of speed indicator devices, contact with cyclist groups, stressing state law compliance, and extra patrols within PB). He also informed the committee that once winds reach 45 mph, the CCSO substation moves its operations to Veterans Memorial Park.

2. Mr. Trent Waterhouse, PB Foundation Director, updated the committee on his sub-committee's evaluation of the 41 berm and the noise issue arising from post Irma loss of landscaping. Mr. Cravens represents our board on that sub-committee. They are gathering data and are concluding that a wall would not be a good approach to mitigate noise but favor the earthen berm approach with landscaping.

3. Our landscape architect should have 41 berm re-landscaping concept drawings and plant size recommendations in July. Mr. Dorrill will check with the County if a berm can be built in the cleared area adjacent to the PB Blvd. South entrance. Our architect has included new landscaping next to residences adjacent to this clearing.

4. Mr. Dorrill and Mr. Shepherd will meet with Commissioner Solis to further discuss a joint County/PB effort to replace Pelican Bay's failing sidewalk system.

5. Mr. Fabregas offered space at Waterside Shop's parking garage for any of our vehicles that may need high ground in the event of a flooding event at our operations site.

6. Mr. Shepherd presented a revealing slideshow of our old and deteriorating Operations Center buildings. The reality of which highlights once again the delayed/lack of attention to maintenance and deteriorating PBSO infrastructure and facilities. Our MSTBU assessment and taxing structure has gradually been upgraded to mitigate some of these issues but not the Operations facilities and other pressing needs.

7. Mr. Shepherd suggested, and the committee consensus agreed, that protective maintenance of our concrete light poles might be advisable utilizing funds from our replenished Fund 778 in the FY19 budget.

Dr. Chicurel commented on his plans to review and take photos of all the bare berm areas along the entire length of US 41, with Mr. Bolick, before the next L&S Committee meeting.

**WATER MANAGEMENT REPORT**

Mr. Cravens reported that no Water Management Committee meeting was scheduled for last month. He provided photos of standing water in the swale on the east side of the north berm (north of the north boardwalk) where algae is covering 85-90% of the surface. He also provided

photos of standing water in the swale on the west side of the south berm where a significant portion of the surface is covered in duckweed. Mr. Bolick commented that he plans to treat both areas with Hydrothol and Tribune to get rid of the algae. Ms. O'Brien questioned whether we have checked with any scientists to determine whether there are any adverse effects to the environment from the use of these chemicals.

Ms. O'Brien questioned who authorized the new rip rap in lake 5-2 (managed by the PBSB), next to the new home under construction on Gulf Park Drive. Mr. Bolick and Mr. Shepherd commented that this rip rap replaced previously existing rip rap. Ms. O'Brien commented that the rip rap has been significantly increased.

**BUDGET REPORT**

None

**PBPOA ARTICLE – “A BETTER PATH” (ADD-ON)**

Ms. O'Brien provided copies of an article, “A Better Path,” written by Robert Sanchez, PBPOA President, included in a recent edition of the Pelican Bay Post, and expressed her appreciation to Mr. Sanchez for writing the article offering his suggestions. She commented that the PBPOA represents 1700 homes in Pelican Bay. She highlighted, reading from the article, “the PBPOA subscribes to the idea of developing a multi-year plan that includes a way to fund the needed work now rather than relying on non-ad valorem assessments that promise to only increase year after year.”

Mr. Dorrill commented that he has had very preliminary discussions with Mr. Nick Casalanguida, Deputy County Manager and Mr. Thaddeus Cohen, Department Head of the Growth Management Dept., about the possibility of long term cost sharing by the County for us to be responsible for all of the drainage and pathways in PB.

Mr. Shepherd, PBSB Budget Chairman, commented as follows regarding the article:

- He agreed with almost all of Mr. Sanchez's comments including the possibility of borrowing through a municipal bond issue to complete all large outstanding infrastructure projects.
- A strategic planning decision should be made, but this cannot be done in the near term, and should not subvert our ongoing responsibilities to deal with the most critical portions of our failing infrastructure.
- More than half of the 56% increase in our FY19 assessment is a one-time increase intended to deal with the hurricane casualty loss, and the level of the FY19 assessment is not intended to continue into the future.

Ms. O'Brien commented that the PBSB did not communicate to the PB community that the assessment will likely decrease in subsequent years.

Mr. Mark English questioned why the PBSB is using short term solutions to fix long term problems.

Dr. Chicurel commented that we need to develop a master plan to finance the infrastructure needs of PB and this issue will be discussed at joint meetings of the PBSB and PBF to be held in the fall.

Mr. Bob Sanchez commented that representatives from the PBF, PBSB, and PBPOA meet on a regular basis (referred to as the “three board meeting”). Long range solutions need to be looked at. He also emphasized that we need to focus on property values which may be affected by leaning light poles and failed pathways, which are very visible images.

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Mr. Arthur Kirsch questioned whether the PBSB has a multi-year capital plan, which is required in order to issue bonds. Mr. Shepherd responded, "No."

Ms. O'Brien commented that we need to develop game plans with related costs for pathways, water management needs (for both erosion and drainage issues), and landscaping.

Mr. Mark English commented on different methods of bond financing and that bonds should be issued over the life of the financed projects.

Mr. Dorrill commented that discussions on these issues will begin at the County Commission budget workshop on June 21.

Mr. Gary Ventress suggested making the PBSB an independent taxing district.

**OLD BUSINESS**

Ms. O'Brien requested an update on (1) a possible PBSB orientation for new PBSB Board members, (2) looking at old (draft) PBSB by-laws, in order to respond to a BCC request regarding how to select candidates for a "vacated" PBSB Board seat, (3) a request by Peter Gerbosi for a replacement streetlight on Greentree Dr., and (4) a request by Kate Henry for repairs of two subsidences on Turkey Oak Lane near Oakmont Parkway.

Mr. Dorrill commented that the Turkey Oak Lane subsidences issue has been addressed.

Mr. Bolick commented that the PBSB is awaiting issuance of a purchase order by the County Procurement Dept. for installation of the streetlight on Greentree Dr.

Ms. O'Brien suggested that the PBSB Board discuss a timeline/plan for pathways at a future board meeting.

**NEW BUSINESS**

None

**ADJOURNMENT**

**The meeting was adjourned at 3:03 p.m.**

  
Tom Cravens, Vice-Chairman (Acting Chair)

Minutes approved [  ] as presented OR [  ] as amended ON [ 7-11-18 ] date