

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION  
SEPTEMBER 5, 2018**

The Pelican Bay Services Division Board met on Wednesday, September 5, 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  
Tom Cravens, Vice-Chairman (*absent*)  
Joe Chicurel  
Jacob Damouni  
Ken Dawson

Nick Fabregas (*absent*)  
Pete Griffith (*absent*)  
Bohdan Hirniak  
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**

Sean Callahan, County Manager's Office  
Mohamed Dabees, Humiston & Moore

Swain Hall, Collier County Procurement  
Jim Hoppensteadt, Pelican Bay Foundation  
Trent Waterhouse, Pelican Bay Foundation

**APPROVED AGENDA (AS AMENDED)**

1. Pledge of Allegiance and roll call
2. Agenda approval
3. Approval of 07/11/18 Regular Session meeting minutes
4. Audience Comments
5. \*Approval of DMG Contract for Solicitation #18-7352
6. \*Approval of minor Clam Pass permit modification
7. Administrator's report
  - a. Update on timeline for streetlight and sign bid awards
  - b. \*Approval of plans for US 41 berm clean-up and restoration
  - c. \*Approval of Gulf Park Drive median-cut
  - d. Update on Bay Colony restoration
  - e. July and August financial reports
8. Committee reports
  - a. Clam Bay
  - b. Landscape & Safety
    - i. \*Approval of sidewalk analysis proposal
  - c. Water Management
    - i. \*Approval of Lake 2-9 restoration
    - ii. \*Suspension of WQ testing of upland lakes
  - d. Budget

**Pelican Bay Services Division Board Regular Session  
September 5, 2018**

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9. Chairman's report
10. Old business
  - a. 30-day follow-up to Clerk's audit (*add-on*)
11. New business
12. Adjournment

**ROLL CALL**

Mr. Cravens, Mr. Fabregas, Mr. Griffith, and Mr. Swider were absent and a quorum was established

**AGENDA APPROVAL**

**Mr. Dawson motioned, Mr. Damouni seconded to approve the agenda as amended, with the addition of item #10a. The motion carried unanimously.**

**APPROVAL OF 07/11/18 REGULAR SESSION MEETING MINUTES**

**Mr. Dawson motioned, Mr. Shepherd seconded to approve the 07/11/18 regular session meeting minutes as amended. The motion carried unanimously.**

**AUDIENCE COMMENTS**

Mr. Jim Hoppensteadt, Pelican Bay Foundation, commented on his recent discussions with Mr. Dorrill to develop a contingency plan for future red tide events. He commented that although the County's Coastal Zone Management Dept. has been responsive to our requests for beach raking in the past, the department has staffing and equipment limitations. Mr. Hoppensteadt would like to see the PBSB collaborate with the PBF and/or Bay Colony to formulate contingency plans for future red tide events.

**APPROVAL OF DMG CONTRACT FOR SOLICITATION #18-7352**

Mr. Streckenbein introduced Mr. Sean Callahan, the new County Executive Director – Corporate Business Operations, and Mr. Swain Hall, County Procurement Manager.

Mr. Streckenbein briefly summarized the process for the RFP for PBSB Management Services, and highlighted subsequent events to the July PBSB Board meeting including:

- At the selection committee, DMG received 729 points out of a possible 800 evaluation points; the vote was 7-1 in favor of DMG's contract approval.
- The selection committee chose Mr. Streckenbein to work with the County Manager's Office and the Procurement Office to negotiate a final contract with DMG; the final agreement was included in the agenda packet.
- Some changes were made to the "Scope of Services" in the agreement; items #3-12, #3-15, #3-17, #14, and #17 had changes and were briefly discussed.
- The finalized contract is for 3 years, with a 2-year renewal option, which is standard for County contract terms.
- This County contract can be terminated, with 30 days' notice, if the PBSB Board has any problem with the management services provided.

**Mr. Dawson motioned, Mr. Shepherd seconded to approve the DMG contract for solicitation #18-7352. The motion carried 6-1, with Ms. O'Brien dissenting.**

#### **APPROVAL OF MINOR CLAM PASS PERMIT MODIFICATION**

Dr. Dabees, Environmental Consultant with Humiston & Moore, recommended the submittal of a minor Clam Pass permit modification to the State of Florida and Corps of Engineers, which would enable the PBSB to increase the beach fill width near the public access area at Clam Pass Park Beach (between markers R42 and R43) during any future Clam Pass dredging project.

**Ms. O'Brien motioned, Mr. Damouni seconded to approve the Clam Pass permit modification project. The motion carried unanimously.**

#### **ADMINISTRATOR'S REPORT**

##### **UPDATE ON TIMELINE FOR STREETLIGHT AND SIGN BID AWARDS**

Mr. Dorrill provided an update on the hurricane-related repairs to community street lights project, bid #18-7334. Bids of \$97,894 to \$143,124 were received and staff recommended awarding the contract to SPE, the lowest and most responsive bidder. The bid is substantially lower than the engineer's estimate of approximately \$250,000.

**Mr. Shepherd motioned, Mr. Hirniak seconded that we proceed with the provider (SPE) who has bid \$97,894 to repair and/or straighten all our street lights, and grant change orders up to \$10,000. The motion carried unanimously.**

##### **APPROVAL OF PLANS FOR US 41 BERM CLEAN-UP AND RESTORATION**

Mr. Dorrill commented that the plans for the US 41 berm clean-up and restoration were well received at the August Landscape & Safety Committee and recommended for approval with two conditions: (1) additional review of the area adjacent to Ridgewood Park, and (2) replacement of some of the planned clustered sabal palms with hardwood trees.

Dr. Chicurel summarized the subsequent events to the August L&S Committee meeting:

- Additional discussions/comments by PBSB and PBF board members resulted in suggested modifications to the plan (as presented in August) to include (1) substantially replacing sabal palms with hardwood trees (which would help remediate the noise pollution from US 41), and (2) replacing "grasses" with plants.
- Mr. Griffith, Mr. Waterhouse, and Ms. Goetz came to an agreement on modifications to areas 17, 18, and 19 in the plan.
- The joint PBF/PBSB subcommittee's recommendations have been taken into account.

Ms. O'Brien commented that (1) the PBSB Board and the PB community should have the opportunity to see the new revised plan, (2) this landscaping will be planted on private property (owned by the PBF and four community associations), who have not seen the plan, (3) all specific changes to the August Goetz plan should be submitted in writing to Ms. Goetz, and (4) Mr. Griffith and Mr. Cravens (PBSB Board members who were unable to attend today's meeting) have asked the PBSB Board not to approve this plan at today's meeting.

Mr. Trent Waterhouse, PBF Board, commented that (1) the final plan must be provided to the PBF for review and approval, (2) 25% of the plants included in the plan will not grow taller than six feet and suggested that this be reconsidered by Ms. Goetz, (3) noise, light pollution, and security are

not addressed in the plan (per Ms. Goetz), and suggested adding clusia to the plan which would provide a thick dense barrier.

Ms. Beth Flaherty suggested that the PBSB Board not make a hasty decision on this plan and recommended spending more time looking at all options available.

Mr. Brian Flaherty suggested (1) not making a hasty decision on this plan, (2) looking at solutions other than trees, and (3) pushing back a vote on this issue for a month, when more PB residents would have returned to their PB residences and would be able to review the proposed plan.

Mr. Hoppensteadt commented that once the PBSB approves the funding for this project, the PBF will make all efforts to expedite the review and approval of it.

**Mr. Chicurel motioned, Mr. Shepherd seconded that the PBSB Board approve the allocation of no more than \$475,000 for the restoration of the US 41 berm according to the landscape plan developed by Ellin Goetz with the following caveats: (1) that sections 17, 18, & 19 of the plan be revised to include significantly more shade trees instead of sabal palms, (2) that all grasses be removed from the plan, and (3) that hardwood trees of good size replace sabal palms so that noise remediation and a visual barrier be created. The motion carried 6-1, with Ms. O'Brien dissenting.**

#### **APPROVAL OF GULF PARK DRIVE MEDIAN-CUT**

Mr. Dorrill reported that bids were received for the Gulf Park Dr. median cut-through project ranging from \$73,416 to \$131,926, with Bonness Inc. being the lowest bidder.

Ms. O'Brien questioned whether the PBSB Board would ask the Oak Lake Sanctuary Association for a contribution. Mr. Shepherd commented that the board had already decided that it was not philosophically appropriate to ask for a contribution.

**Mr. Shepherd motioned, Dr. Chicurel seconded to approve the Gulf Park cut-through and to award the contract to the low bidder, Bonness Inc., in the amount of \$73,416.25. The motion carried 5-1, with Ms. O'Brien dissenting, and Mr. Dawson abstaining.**

#### **RIGHT TURN ONLY EXITING PELICAN BAY ON GULF PARK DRIVE**

**Mr. Shepherd motioned, Mr. Dawson seconded to instruct our Administrator to proceed with all due haste to make changes to the Gulf Park Dr. intersection that involve re-striping the left lane from the cut-through to US 41 so that the intersection becomes a "right turn only" to exit Pelican Bay. The motion carried 6-1, with Ms. O'Brien dissenting.**

#### **UPDATE ON BAY COLONY RESTORATION**

Mr. Dorrill commented that the current Bay Colony drainage improvement project has been completed. He noted that we are waiting on the results of a topographic survey of the drainage swale, which may show that reconstruction of the swale will be necessary in the future.

Mr. Dorrill reported that repairs to drainage pipes at Turkey Oak and Willowood cul-de-sacs have been completed.

Mr. Dorrill commented on his recent discussions with Mr. Nick Casalanguida, Deputy County Manager, regarding the possibility of the PBSB taking over responsibility of the maintenance of PB

stormwater pipes, in exchange for some level of annual funding from the County. Ms. O'Brien suggested that the PBSB Board have a discussion on the possibility of taking over this responsibility. Ms. O'Brien said that the PBSB Board has never talked about assuming responsibility for stormwater pipes in Pelican Bay that have been maintained by the County.

#### **SOLAR AERATION – HURRICANE DAMAGE**

Mr. Shepherd commented that the solar aeration (hurricane damage repairs) project is out for bid. He suggested that we sever relations with Aquagenics and exclude them from being considered a responsive bidder for the project. Mr. Dorrill commented that staff is looking into warranty claims for some of our aerators in need of repair.

#### **PROPOSED STORMWATER UTILITY**

Mr. Dorrill commented on widespread concern over the County's proposed new stormwater utility fees. Mr. Waterhouse commented that PB residents received letters showing proposed resident fees which included a 25% credit, but subsequently, the County increased the credit for PB residents to 50% (noted online). This issue will be discussed by the BCC at their budget hearings on Sept. 6.

#### **JULY AND AUGUST FINANCIAL REPORTS**

**Mr. Shepherd motioned, Ms. O'Brien seconded to accept the July and August financial reports. The motion carried unanimously.**

#### **COMMITTEE REPORTS**

##### **CLAM BAY REPORT**

Ms. O'Brien provided her September 2018 Clam Bay update in the agenda packet. She highlighted, (1) the August tidal ratio report shows ratios above .6 (slightly lower than the prior month), (2) good news - copper exceedances are at 9% for the year (improved from last year), (3) bad news – total phosphorus exceedances of state standards are at 46%, and (4) Mr. Tim Hall, Environmental Consultant with Turrell, Hall, has stated that he does not recommend using hydrogen peroxide to combat algae in the swale east of the berm.

##### **LANDSCAPE & SAFETY REPORT**

Dr. Chicurel reported that the Landscape & Safety Committee met on Aug. 16, and the following items were discussed.

1. Mr. Travis Gossard, Collier County Director of Road Maintenance, informed the committee as to the pros and cons of thermoplastic applications of sharrows and painting of sharrows on roadways. His recommendations were (1) white painted sharrows – with a thickness of 20 mils, (2) own our stencils – same image will be reproduced, (3) use grinder to remove old sharrow markings, (4) do not use black painted box with white sharrow over it, and (5) thermoplastic markings are slippery when wet. Staff will confer with our contractor and report back with a definitive plan and cost of re-applying sharrows on PB roads consistent with these County recommendations. Mr. Gossard also indicated he would notify PBSB's Administrator as to the place Gulf Park Dr. occupies in the County's resurfacing schedule.

2. The committee voted unanimously to recommend to the full board that the proposal Agnoli, Barber & Brundage presented be adopted and that funds not to exceed \$40,000 be allotted for

their sidewalk analysis. Mr. Dorrill will confer with the County to determine a funding process and/or how much the County will participate in the replacement of Pelican Bay's sidewalk system.

3. The committee voted unanimously to approve the US 41 berm restoration plan presented by landscape architect, Ellin Goetz, with the addition of a plan for the Ridgewood Park perimeter adjacent to US 41 (committee member, Mr. Griffith asked for this supplemental addition).

4. The committee voted unanimously to ask the County to make the intersection of US 41 and Gulf Park Dr. a "right turn only" lane when exiting Pelican Bay (going eastbound on Gulf Park Dr.).

**APPROVAL OF SIDEWALK ANALYSIS**

Dr. Chicurel commented on a proposal from ABB to estimate the cost of replacing the existing PB pathways with six-foot wide concrete sidewalks. Mr. Dorrill commented that ABB has stated that "six-foot concrete" is the standard for County sidewalks. Ms. O'Brien suggested that materials other than concrete be explored. Dr. Chicurel commented that sidewalks may be meandering and may be five feet wide where appropriate.

**Dr. Chicurel motioned, Mr. Shepherd seconded that the PBSB Board allocate no more than \$40,000 for Agnoli, Barber, & Brundage Inc. to conduct a study to estimate the cost of replacing the existing sidewalks within Pelican Bay pursuant to Exhibit A under item #8.b.i. of today's meeting agenda, and instruct our Administrator to consult with the County that a six foot wide concrete replacement sidewalk is acceptable. The motion carried 6-1, with Ms. O'Brien dissenting.**

**WATER MANAGEMENT REPORT**  
**APPROVAL OF LAKE 2-9 RESTORATION**

The PBSB Board had a discussion on whether lake 2-9 is critically eroded. ABB's estimate of \$340,538 for the lake bank remediation of lake 2-9 using a combination of methods was included in the agenda packet.

**Mr. Shepherd motioned, Mr. Damouni seconded to accept the engineer's estimate and proceed with the execution of the lake bank remediation plan (of lake 2-9) as long as the price does not exceed \$450,000. The motion carried 6-1, with Ms. O'Brien dissenting.**

**SUSPENSION OF WQ TESTING OF UPLAND LAKES**

The board chose to delay discussion of this item until the October board meeting, per the request of the Water Management Committee.

**BUDGET REPORT**

Mr. Shepherd reported on discussions held at the August Budget Committee meeting including (1) exploring the long-term borrowing options available to us, and (2) identifying what projects could be financed through long-term financing and pursuing their related estimated costs. Mr. Shepherd commented that by the end of calendar year 2018, he expects that the committee will have identified the projects and the related costs, which will enable the PBSB to approach the County to obtain assistance in proceeding with long-term financing.

**Pelican Bay Services Division Board Regular Session**  
**September 5, 2018**

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Mr. Shepherd also commented on the committee's review of (1) the PBSB methodology of how ERU's are assigned, and (2) the resulting impacts of moving more towards an ad valorem method of collecting revenue, rather than leaning heavily on a non-ad valorem revenue stream, as some PB residents have recommended.

Mr. Shepherd provided a hand-out which summarized the work/discussions held at the August Budget Committee meeting, which was added to the record.

Mr. Shepherd commented that the BCC budget hearings are scheduled for Sept. 6 at 5:05 p.m., and that he was optimistic that our FY19 PBSB budget would be approved at this meeting.

**CHAIRMAN'S REPORT**

The Chairman's report included the following comments:

- A telephone conference with Mr. Mark Isackson, County Division Director (Office of Management & Budget) – Corporate Finance & Management Services, was quite positive and productive. Mr. Isackson was receptive to assisting the PBSB in securing financing through the County, with a term of 7-10 years, which would result in significantly lower upfront fees.
- Our January PBSB Board meeting is tentatively scheduled for Jan. 2. Since members of the board may be out of town immediately following the holidays, Mr. Streckenbein suggested rescheduling the meeting until Jan. 9. Ms. Shea will poll the board members on this issue and provide the results to the board, prior to the next board meeting.

**OLD BUSINESS**

**30-DAY FOLLOW-UP TO CLERK'S AUDIT (ADD-ON)**

Ms. O'Brien commented that the PBSB Board, at its July meeting, was promised a 30-day, 60-day, and 90-day update to the Clerk's audit. In response, Mr. Dorrill commented that (1) we are compliant with all items included in the recommended plan of action, as formulated by the Executive Office of the County Manager, including a follow-up meeting with Human Resources, (2) the only remaining task, currently in-process, is the installation of a security camera and a County magnetic identification system for the PBSB Administrative Office at the SunTrust Bldg., and (c) there will be a final 90-day evaluation which will be scheduled by the County Manager's Office. Mr. Dorrill commented that he will provide an additional update at the October board meeting.

Ms. O'Brien commented on the tentatively scheduled joint PBF/PBSB meeting on Nov. 12. Mr. Hoppensteadt confirmed the date of this meeting.

**NEW BUSINESS**

Mr. Dorrill commented that staff is exploring renting or leasing a beach raking device, as a contingency plan (to the County) in case of future red tide events.

**ADJOURNMENT**

**The meeting was adjourned at 4:02 p.m.**

  
Scott Streckenbein, Chairman

Minutes approved [ ] as presented OR [ ] as amended ON [ ] date