PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
APRIL 3, 2019

The Pelican Bay Services Division Board met on Wednesday, April 3, 2019, 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
Joe Chicurel (absent)
Jacob Damouni
Ken Dawson

Nick Fabregas
Michael Fogg
Denise McLaughlin
Susan O’Brien
Rick Swider
Michael Weir

Pelican Bay Services Division Staff
Neil Dorrill, Administrator
Lisa Jacob, Interim Operations Manager

Mary McCaughtry, Operations Analyst
Barbara Shea, Recording Secretary (absent)

Also Present
Sean Callahan, County Manager’s Office

Jim Hoppendeadt, 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 03/06/19 Regular Session meeting minutes
5. *Election of new chair and vice chair
6. Audience Comments
7. Administrator’s report
   a. Update on sign contract
   b. US 41 Berm clean up and restoration award
   c. Beach Dune Swale
   d. March Clam Pass aerials
   e. County’s financial contribution for sidewalks
   f. Operations Manager position
   g. March financial report
8. Committee reports
   a. Budget
   b. Clam Bay
   c. Landscape & Safety
   d. Water Management
9. Chairman’s report
10. Old business
Pelican Bay Services Division Board Regular Session
April 3, 2019

a. Assessment methodology (Rick Swider)
b. FY18 fund balances (Susan O’Brien)
11. New business
   a. Environmental Specialist position (Rick Swider)
12. Adjournment

ROLL CALL
Dr. Chicurel was absent and a quorum was established

AGENDA APPROVAL
Mr. Fabregas motioned, Mr. Dawson seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 03/06/19 REGULAR SESSION MEETING MINUTES
Mr. Cravens motioned, Mr. Dawson seconded to approve the 03/06/19 regular session meeting minutes as amended. The motion carried unanimously.

ELECTION OF NEW CHAIR AND VICE CHAIR
Mr. Cravens motioned, Mr. Dawson seconded to nominate the current chair, Mr. Streckenbein to serve an additional term as Chairman of the PBSD Board. The motion carried unanimously.

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

AUDIENCE COMMENTS
Ms. Mary Johnson commented on the PBSD’s stocking of blue tilapia in PB lakes as a method of algae control. She commented that our scientific consultants have spoken against this, including Dr. David Tomasko, Mr. Tim Hall, and Ms. Kathy Worley. She stated that she transcribed comments made by Mr. Rafael Vazquez-Burney, of CH2M Hill, at the 11/2/16 PBSD Board meeting and she provided this transcription to the board via a document entitled, “Comments on introducing blue tilapia into Pelican Bay’s stormwater ponds to control algae.” The document was added to the record. Ms. Johnson recommended the installation of littoral plants in PB lakes as a better alternative.

Mr. Hamilton Fish commented on (1) he is requesting that the PBSD initiate an engineering study of the cost of repairing existing asphalt pathways with asphalt, and to give equal consideration to this alternative versus replacement of our sidewalks with concrete, and (2) he requested that the board comment on or clarify the relationship of our proposed stormwater drainage repair project and the County’s stormwater drainage plans.

Ms. Tamara Richards commented on the visual effects of the mulching area at the PBSD maintenance site to Chateauaumere residents and that she looks forward to the installation of tree plantings in this area.

Ms. June Miller commented on her visit to Moorings Park to examine their pathways made of a porous material. She found this material to be difficult to walk on and therefore, should not be used
in Pelican Bay. She also commented that asphalt pathways create a more “park-like setting” (better aesthetics) and cited other negatives of concrete sidewalks.

Mr. Ted Raia commented on the approximate $400,000 funded by PBSD for engineering costs to obtain the information that would be needed to make a final decision on sidewalk replacement.

Mr. John Steckan commented that concrete sidewalks would not improve Pelican Bay.

Ms. Pat Bush expressed safety concerns over increased bicyclists on six-foot concrete sidewalks which will increase bicycle/pedestrian accidents.

NEW BOARD MEMBERS
Mr. Streckenbein introduced and welcomed our new board members, Ms. Denise McLaughlin, Mr. Michael Fogg, and Mr. Michael Weir. Mr. Dorrill commented that a new board member orientation class will be coordinated with Assistant County Attorney Colleen Greene. This workshop will be an advertised public meeting and scheduled sometime in the next two months.

ADMINISTRATOR’S REPORT
UPDATE ON SIGN CONTRACT
Mr. Dorrill commented that our replacement street sign project contract has been previously let. A mock-up of a prototype sign to our specifications will be provided to us on April 7. This new structural design will enable our signs to withstand future hurricanes.

US 41 BERM CLEAN-UP AND RESTORATION AWARD
Mr. Dorrill reported that an executive summary has been submitted for the US 41 berm re-landscaping project in conjunction with the landscape architect and the County purchasing staff. The lowest bidder was disqualified as it was determined that he was not responsive. The next lowest bidder was Stahlman England Landscaping for $477,000. Ms. O’Brien requested that a copy of the executive summary be provided to the board when it is finalized.

Ms. O’Brien motioned, Mr. Streckenbein seconded to approve the bid for the re-landscaping of the 41 berm for $477,000. The motion carried unanimously.

BEACH DUNE SWALE
Mr. Dorrill reported that the application for a determination as to whether we need a modification to our environmental permit has been filed, and it is hoped that no permit is necessary as this is a maintenance project. The work to be performed will recreate the original cross-section of this swale that runs through Bay Colony.

Mr. Dorrill commented on the notice of violation that was filed on behalf of the Brighton Condominium Association. Last week, Mr. Dorrill appeared at the Brighton’s annual meeting where he shared all pertinent information, which was well received. The Southwest Florida Water Management District seems to be completely satisfied with the debris removal work that we have completed and our future plans to reconstruct the swale.

MARCH CLAM PASS AERIALS
Mr. Dorrill commented on the March Clam Pass aerials provided in the agenda packet; overall conditions are very good.

COUNTY’S FINANCIAL CONTRIBUTION FOR SIDEWALKS
Mr. Dorrill reported that version #2 of the executive summary for the County contribution for sidewalk replacement and future sidewalk maintenance has been submitted to the County Manager’s Office. When finalized, he will make copies available to the board. Mr. Dorrill believes he has the agreement of the County Manager’s Office that the PBSD will not be held responsible for roadside drainage within the road right-of-way. Mr. Dorrill has briefed Commissioner Solis and other Commissioners on this issue. Mr. Dorrill stated that the engineer’s probable cost for the project is $6.2 million. Ms. O’Brien commented that the probable cost is $5.9 million as the $400,000 engineering estimate was double counted. Mr. Dorrill responded that he will review the engineer’s probable cost calculation. Mr. Dorrill commented that he has asked the County for $300,000/year for sidewalk replacement over the life of the debt (10 years) and an additional $50,000/year for sidewalk maintenance.

Ms. O’Brien commented that the County wants the PBSD to pick up an additional responsibility for the pipes from the roads to the ponds. She noted that we do not know how many linear feet of pipe is involved nor do we know the condition of these pipes. She suggested that this issue be separated from the sidewalk issue.

Mr. Dorrill explained that the County Manager’s Office would like to bundle the sidewalks and stormwater conveyance pipe issues together. The County would like to memorialize its responsibility for any drainage facilities within the platted road right-of-way and then the first 20 feet from the road; the PBSD would be responsible for the remaining PB drainage pipes. Ms. O’Brien suggested that we unbundle these two issues as the County’s contribution for the added responsibility of the PBSD to maintain additional stormwater pipes does not appear to be adequate. Mr. Dorrill commented that the PBSD has done spot checks of conveyance pipes in all six drainage basins to gauge general conditions. Mr. Streckenbein suggested additional spot checks be performed to obtain a reasonable sampling to determine the general condition of these pipes.

Mr. Dorrill commented that he has a meeting scheduled with the bank and the County’s Budget Director to discuss what a line of credit might look like for 10 years. He suggested that as we add additional long-term projects that we bundle these projects into a bond issue and push the term out an additional 10 years.

OPERATIONS MANAGER POSITION

Mr. Dorrill reported that the job vacancy for the Operations Manager position has been posted on the County website, with no changes to the job description or salary range. The hiring practices of the County require that all internal County candidates and veterans are interviewed. The Human Resources Dept. pre-screens all applicants to ensure that they meet the position requirements. In the interim, Ms. Jacob is the acting Operations Manager and Mr. Alex Mumm has been promoted to a Senior Supervisor position.

Mr. Cravens asked whether a PBSD Board member could participate in the selection/interviewing process for this position. Mr. Dorrill responded that this has not been the case in the past, but that he would ask County personnel whether it would be possible.

MARCH FINANCIAL REPORT

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

COMMITTEE REPORTS
BUDGET REPORT

Mr. Streckenbein reported that he will be serving as the ex-officio chair of the Budget Committee going forward. The next meeting will be held on April 9 at 9 a.m. and tentatively a second meeting will be held on April 18. He commented that the County has requested that a PBSD FY20 budget be submitted to the Budget Office by April 30; however, we have requested an extension to May 8, the date of the next monthly PBSD Board meeting, when the budget could be reviewed and approved by the board.

CLAM BAY REPORT

Ms. O’Brien provided her April 2019 Clam Bay update in the agenda packet. She highlighted (1) the most recent aerials of Clam Pass look very good and the tidal ratios for March continue to be above .7, (2) water quality in Clam Bay continues to be good, per last month’s annual report, except for total phosphorus which we continue to monitor carefully, and (3) all of our Clam Bay annual reports are posted on the PBSD website.

LANDSCAPE & SAFETY REPORT

Mr. Cravens reported that the Landscape & Safety Committee met on Mar. 18, and the following items were discussed:

1. Jim Carr and Tom Barber of the engineering firm of Agnoli, Barber & Brundage gave a presentation and answered questions about the “Flexi-Pave” material that several residents wanted the PBSD to consider when replacing the current asphalt sidewalks in Pelican Bay. The following information was learned:
   a. An actual sample of the material was available for examination. It was extremely rough with sharp edges.
   b. It is a rigid material.
   c. Repairs would need to be made by the out of town contractor.
   d. Preparation of the base would be similar to concrete.
   e. A UV sealer needs to be applied periodically.
   f. The Flexi-Pave “silts” in with pore blocking sediments. This requires specialized vacuuming every 6 months.
   g. Tree roots will lift up this material, as it does concrete.
   h. The cost of using Flexi-Pave instead of concrete is 50% more expensive than concrete.

   These characteristics, facts, and expense preclude changing concrete as the material of choice and asking the County for a variance to their Land Development Code.

2. Mr. Dorrill informed the committee that a draft cost sharing executive summary is before the County Manager. Once a commitment is agreed to, the Collier County Board of Commissioners will be asked to approve it. The County share for retiring a line of credit debt would be $306,000 annually (indexed to inflation). A yearly maintenance contribution from the County would be $50,000. A bond issue is also under consideration.

3. Pelican Bay Blvd. line of sight problems were discussed by the committee. This is an issue that affects both pedestrians and motor vehicles. Median and crosswalk conflicts are at issue. Remediation and adherence to state requirements will be our goal.

Mr. Hamilton Fish suggested that the PBSD ask our engineers to provide an estimate of cost for asphalt replacement of our pathways and then review this information before making any final
sidewalk decisions. Mr. Ted Raia commented that the PBSD would need to obtain a variance if concrete was not the material chosen.

WATER MANAGEMENT COMMITTEE
No report.

CHAIRMAN'S REPORT
Mr. Streckenbein provided the following report:
- Mr. Peter Griffith, Mr. Bohdan Ifimiak, and Mr. Mike Shepherd were thanked for their service and hard work while serving on the PBSD Board.
- Based on a suggestion from Ms. O'Brien at the March PBSD Board meeting, County Attorney Klatzkow was contacted and asked whether people other than board members could serve on a PBSD sub-committee. Mr. Klatzkow responded that by definition this would not be possible.
- The County may qualify to participate in an Army Corp. of Engineers feasibility study which would provide us with financial support for our beach resiliency/renourishment program.
- New board members were requested to provide a list of committees that they would like to serve on, in order of preference, to the PBSD Office.

OLD BUSINESS
ASSESSMENT METHODOLOGY
Mr. Swider indicated that the assessment methodology issue would be discussed by the Budget Committee. Mr. Streckenbein commented that the PBSD Board has not voted to make any changes to the existing PBSD assessment methodology. Ms. O'Brien suggested that we need to focus on finalizing a good FY20 budget and suggested that we not work on changing the existing assessment methodology at this late date.

FY18 FUND BALANCES
Ms. O'Brien reported that we have received the FY18 fund balances which show balances of approximately $4.4 million. PBSD budget worksheets had shown a carryover of $3 million into FY19. She suggested that the PBSD had theoretically collected $1.4 million from our community that may not have been needed for this fiscal year. The good news is that we have more surplus funds going into the FY20 year.

NEW BUSINESS
ENVIRONMENTAL SPECIALIST POSITION
Mr. Swider commented that the PBSD on average spends $210,000/year (as experienced over the last three years) for three environmental consultants. He suggested that staff review our current consultant expenses and explore ways to reduce these expenses by half. He suggested hiring an internal environmental specialist who would not only reduce our consulting fees but would also provide additional environmental focus to our community.

Mr. Streckenbein suggested that we look at our existing staff and explore whether we have the right personnel to “do the job.” He suggested that staff provide recommendations. He also requested that the Clam Bay and Water Management Committees weigh in on Mr. Swider’s suggestion.

ADJOURNMENT
The meeting was adjourned at 2:58 p.m.

Scott Streckenbein, Chairman

Minutes approved [ ] as presented OR [✓] as amended ON [5-8-19] date