PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit

NOTICE OF PUBLIC MEETING    THURSDAY, OCTOBER 17, 2019

THE LANDSCAPE & SAFETY COMMITTEE OF THE PELICAN BAY SERVICES DIVISION WILL MEET AT 1:00 PM ON OCTOBER 17 AT THE COMMUNITY CENTER AT PELICAN BAY, LOCATED AT 8960 HAMMOCK OAK DRIVE, NAPLES, FL 34108.

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Approval of 09/19/19 Meeting Minutes
5. Audience Comments
6. *Street Sign Bases
7. ABB Phase II Survey Presentation
8. Arborist Selection Process for Sidewalk Project
9. *Current Sidewalk Maintenance Plan
10. Chairman's Comments
11. Committee Member Comments
12. Old Business
13. New Business
14. Adjournment

*indicates possible action items

ANY PERSON WISHING TO SPEAK ON AN AGENDA ITEM WILL RECEIVE UP TO THREE (3) MINUTES PER ITEM TO ADDRESS THE BOARD. THE BOARD WILL SOLICIT PUBLIC COMMENTS ON SUBJECTS NOT ON THIS AGENDA AND ANY PERSON WISHING TO SPEAK WILL RECEIVE UP TO THREE (3) MINUTES. THE BOARD ENCOURAGES YOU TO SUBMIT YOUR COMMENTS IN WRITING IN ADVANCE OF THE MEETING. ANY PERSON WHO DECIDES TO APPEAL A DECISION OF THIS BOARD WILL NEED A RECORD OF THE PROCEEDINGS PERTAINING THERETO, AND THEREFORE MAY NEED TO ENSURE THAT A VERBATIM RECORD IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING YOU ARE ENTITLED TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE PELICAN BAY SERVICES DIVISION AT (239) 597-1749 OR VISIT PELICANBAYSERVICEDIVISION.NET.
The Landscape & Safety Committee of the Pelican Bay Services Division met on Thursday, September 19 at 1:00 p.m. at the Community Center at Pelican Bay, located at 8960 Hammock Oak Drive, Naples, Florida 34108. The following members attended.

**Landscape & Safety Committee**
- Nick Fabregas
- Michael Fogg
- Michael Weir (absent)

**Pelican Bay Services Division Staff**
- Alex Mumm, Interim Sr. Field Supervisor
- Lisa Jacob, Interim Operations Manager
- Barbara Shea, Recording Secretary (absent)

**Also Present**
- Jim Carr, Agnoli, Barber & Brundage
- Denise McLaughlin, PBSD Board
- Trent Waterhouse, Pelican Bay Foundation

**APPROVED AGENDA (AS PRESENTED)**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Approval of 03/18/19 Meeting Minutes
5. Audience Comments
6. Administrator’s Report
   a. 41 Berm Landscaping Project
7. Sidewalk Construction Project
   a. Time Line Update and Explanation
   b. Presentation by Agnoli, Barber & Brundage of their PB Sidewalk Survey and Its Impact on the Ultimate Sidewalk Design
8. Chairman’s Comments
9. Committee Member Comments
10. Old Business
11. New Business
12. Adjournment

**ROLL CALL**
Mr. Cravens and Mr. Weir were absent and a quorum was established
AGENDA APPROVAL

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

APPROVAL OF 03/18/19 MEETING MINUTES

Mr. Fabregas motioned, Mr. Fogg seconded to approve the 03/18/19 meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

None

41 BERM LANDSCAPING PROJECT

Mr. Dorrill reported that the 41 berm landscaping renovations project is nearing substantial completion, and the project is expected to be completed on schedule no later than October. Although the contractor had requested a substitution of the silver saw palmettos due to the lack of availability of the container size (per the specifications), he now indicated that he has located the specified saw palmettos (at a much higher price to the contractor) and will go ahead with these plantings.

Mr. Dorrill commented that the PBSD Board had participated in the selections and container sizes of the plantings included in the 41 berm landscaping project. He suggested that for the sidewalk replacement project, we evaluate significantly larger plantings/trees, especially along Pelican Bay Blvd. Mr. Fogg commented that in certain places along the 41 berm, there are gaps in the landscaping, and he suggested that we take another look and consider additional plantings. Mr. Dorrill responded that staff and our landscape architect will walk the length of the 41 berm and determine whether any additional “gap fillers” should be added.

CAR CARRIERS

Mr. Dorrill commented on the approaching time when we will observe a high volume of automobile carriers off-loading vehicles onto Pelican Bay roads. He noted that state law prohibits vehicles from parking on an active road right-of-way to load or off-load vehicles. Mr. Dorrill recapped discussions and actions taken on this issue over the past three years including contacting the Covenant Church of Naples and the Pavilion Shopping Center as potential locations for the automobile carriers to park; however, these discussions did not result in any agreements. Mr. Dorrill suggested that posting signs would not be effective in deterring the automobile carriers from parking on PB roads.

Mr. Trent Waterhouse suggested communicating the following two options as designated drop-off points, to the automobile carriers, (1) Clam Pass Beach parking lot on the south end of the community, and (2) County Park parking lot on the north end of the community. Mr. Dorrill commented that (1) the turning radius requirement would probably not accommodate a semi-trailer type vehicle in either one of those locations, and (2) these large vehicles would take up many parking spaces for a period of time (during season), and therefore, neither of these suggested drop-off points would be appropriate. Dr. Chicurel and Mr. Dorrill concluded that there is no good remedy to this problem.

BIKE LANE CONSTRUCTION ON VANDERBILT BEACH ROAD
Mr. Trent Waterhouse commented that the County has installed a bike lane on Vanderbilt Beach Rd. and questioned whether the County or the PBSD would be responsible for replacing the sod along the newly constructed lane. Mr. Dorrill responded that he will confirm with the County that the restoration of the sod was included in the contract for this project.

SIDEWALK CONSTRUCTION PROJECT
TIMELINE UPDATE AND EXPLANATION
Dr. Chicurel commented that the revised sidewalk construction project timeline was included in the agenda packet and provided to the board at the September board meeting. He noted that the County requires any project greater than $2 million to go through an additional procurement process, a request for qualifications, to choose the most qualified engineer for the design process. Mr. Dorrill commented that he expects construction to begin after Easter, 2021. The three-year project is expected to be completed in 2023. Dr. Chicurel commented that our AB&B engineers have completed the survey of our entire sidewalk system.

PELICAN BAY SIDEWALK SURVEY
Dr. Chicurel reported that he met with Mr. Jim Carr (AB&B engineer), Ms. Jacob and Mr. Mumm for an informal tour to observe and discuss potential conflicts which may arise from the installation of our proposed six-foot sidewalk on the east side of PB Blvd. (Phase 1). Mr. Carr provided a presentation which included the survey of the existing PB sidewalk system, beginning at the south end of PB Blvd., going along the east side of PB Blvd., and ending at the north end. He identified the potential conflicts, the locations where the width would need to be less than six feet (to accommodate conflicts), and areas where the sidewalk is located on golf course property or private property (where an additional PBSD easement may be necessary). Mr. Carr noted irrigation valves in some sidewalk areas. Mr. Dorrill suggested, and Mr. Carr agreed, that these valves should be relocated to an adjacent area, in our final specifications, to eliminate these trip hazards.

Dr. Chicurel recapped what was learned from the informal sidewalk tour of the Phase 1 surveyed area, including (1) our new sidewalk will be a meandering six-foot sidewalk, (2) the sidewalk will be less than six feet wide in approximately ten areas, (3) ten palm trees and one pine tree will need to be removed, and (4) there will be no destruction of the community’s hardwood canopy. He will provide this information in “Today in the Bay” (e-mail blast to PB residents).

Mr. Fogg commented that in the past, PBSD board members had discussed adding trees as part of the sidewalk replacement project. Mr. Dorrill suggested that we may want to ask AB&B to provide an aerial photo which would identify the gaps in the tree canopy along the boulevard. Mr. Fogg suggested that we obtain an opinion on specific tree removal from a professional arborist. Mr. Dorrill noted that he would follow up on this suggestion. Mr. Fabregas commented in favor of obtaining aerial photos, evaluating canopy gaps, and adding landscape materials.

Ms. McLaughlin suggested that in the future, a picture of a cabbage palm be provided for the edification of audience members.

CHAIRMAN’S COMMENTS
Dr. Chicurel’s comments included the following:

1. There are damaged pavers in the crosswalk at the corner of PB Blvd. North and US 41 which need to be repaired/replaced.
2. Mr. Dorrill and the committee were thanked for executing the cost-sharing agreement with the County.
3. Mr. Dorrill was thanked for explaining to the board that board members are appointed to the PBSD Board by the Board of County Commissioners, and also explaining his position in relation to the hierarchy in County government.
4. Mr. Mumm, Sr. Field Supervisor, was thanked for addressing line-of-sight issues and keeping up with the pruning of our plantings throughout the community.
5. The committee should consider replacing our existing bougainvillea, as these plants are extremely difficult to maintain.
6. The plans for a replacement operations building will ultimately need approval by the PBF.

COMMITTEE MEMBER COMMENTS
Mr. Fogg questioned what our position will be on maintaining our existing sidewalks, until the point of replacement. Mr. Dorrill responded that on October 1, the PBSD will receive its annual subsidy of $20,000 from the County for the maintenance/repairs of sidewalks and/or drainage facilities. He suggested that in the first quarter of the fiscal year, we do our first annual survey/physical assessment of sidewalk trip hazards, areas in need of replacement or milling, and areas in need of pressure washing to remove slime or mold. Mr. Dorrill will follow up on what County contracts are in place for this type of work.

Mr. Fogg questioned whether the PBSD Board has decided on concrete or asphalt sidewalks. Dr. Chicurel stated that we have set the criteria at six-foot wide concrete sidewalks. Mr. Fogg requested that the meeting tapes be checked to confirm that this decision was made. Mr. Dorrill will follow up.

OLD BUSINESS
Ms. McLaughlin requested an update on the replacement sign project. Mr. Dorrill commented that the sign posts have arrived and a structural analysis is now being conducted on the concrete foundations to determine whether they could be shortened. In October, the contractor will begin mounting signs to posts.

NEW BUSINESS
Mr. Dorrill acknowledged Mr. Mumm, his crews, and spray technicians for their work on maintaining our community’s sod, which has never looked better.

ADJOURNMENT
The meeting was adjourned at 2:21 p.m.

Joe Chicurel, Chairman

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

4