PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit

NOTICE OF PUBLIC MEETING WEDNESDAY, NOVEMBER 13, 2019
THE PELICAN BAY SERVICES DIVISION BOARD WILL MEET AT 1 PM ON
NOVEMBER 13 AT THE COMMUNITY CENTER AT PELICAN BAY, LOCATED AT
8960 HAMMOCK OAK DRIVE, NAPLES, FLORIDA 34108.

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 11/09/19 Regular Session meeting minutes
5. Audience Comments
6. Florida Sunshine Law - *Time Certain* 1:15 PM
7. Administrator's report
   a. Sign contract
   b. US 41 berm landscaping
   c. Four-wheel drive tractor replacement
   d. Lake 2-9 lake bank restoration
   e. Staff work plan
   f. October financial report
8. Committee reports
   a. Budge:
   b. Clam Bay
   c. Landscape & Safety
   d. Water Management
9. Chairman's report
10. Old business
    a. New maintenance building
    b. Strategic Planning Ad Hoc Committee
11. New business
12. 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 PROCEEDING 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 PELICANBAYSERVICESDIVISION.NET.
PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
OCTOBER 9, 2019

The Pelican Bay Services Division Board met on Wednesday, October 9, 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 (absent)   Michael Fogg
Tom Cravens, Vice-Chairman (Acting Chair) Denise McLaughlin
Joe Chicurel   Susan O’Brien
Jacob Damouni   Rick Swider
Nick Fabregas   Michael Weir

Pelican Bay Services Division Staff
Neil Dorrill, Administrator   Lisa Jacob, Interim Operations Manager
Chad Coleman, Operations Manager   Mary McCaughtry, Operations Analyst
Barbara Shea, Recording Secretary

Also Present
Sean Callahan, County Manager’s Office   Jim Carr, Agnoli, Barber & Brundage
Jim Hoppensteadt, Pelican Bay Foundation

APPROVED AGENDA (AS PRESENTED)

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 09/11/19 Regular Session meeting minutes
5. Audience Comments
6. Administrator’s report
   a. *Filling board member vacancy
   b. Sign contract
   c. US 41 berm landscaping
   d. *Lake 2-9 lake bank restoration
   e. September financial report
7. Committee reports
   a. Budget
   b. Clam Bay
   c. Landscape & Safety
   d. Water Management
8. Chairman’s report
9. Old business
   a. Design requirements for the proposed new operations facility
   b. *Review of preliminary design plans by the PBF Design Review Committee
   c. Job descriptions for Operations Manager and Environmental Specialist
10. New business
Pelican Bay Services Division Board Regular Session
October 9, 2019

a. Plan for existing sidewalk repairs
11. Adjournment

ROLL CALL
Mr. Streckenbein was absent and a quorum was established

AGENDA APPROVAL
Ms. O'Brien motioned, Dr. Chicurel seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 09/11/19 REGULAR SESSION MEETING MINUTES
Mr. Fabregas motioned, Ms. O'Brien seconded to approve the 09/11/19 regular session meeting minutes as presented. The motion carried unanimously.

GENERAL COMMENTS ON THE AGENDA
Ms. O'Brien suggested that the board should be provided all pertinent documentation relating to action items on the agenda, in advance of the board meeting. Mr. Dorrill commented, (1) the three applications (from the Spring 2019 PBSD Board election) of the applicants eligible to fill Mr. Dawson's vacant seat were provided to the board by e-mail, and (2) our AB&B engineer, Mr. Jim Carr will discuss his new estimate of probable cost for the Lake 2-9 lake bank restoration project at this meeting.

AUDIENCE COMMENTS
Mr. Peter Griffith commented that he would be happy to serve on the PBSD Board.

ADMINISTRATOR'S REPORT
FILLING BOARD MEMBER VACANCY
Mr. Dorrill commented on Mr. Dawson's resignation from the board as a result of health issues. This board seat term expires on March 31, 2021. The process is for the PBSD Board to make a recommendation to the Board of County Commissioners (BCC), who will fill the vacancy. Mr. Dorrill commented that the historical practice has been that a vacated seat is filled by the applicant who obtained the "next most votes" in the prior election.

Dr. Chicurel motioned, Mr. Fabregas seconded that the board approve Peter Griffith as the replacement from the community replacing Ken Dawson’s seat. The motion carried unanimously.

SIGN CONTRACT
Mr. Dorrill commented that we are pleased overall with the progress/work of our replacement sign project contractor and noted that the quality of finish is excellent. He commented that the contractor work appears to be progressing ahead of schedule.

US 41 BERM LANDSCAPING
Mr. Dorrill reported that the US 41 landscape renovations project is at substantial completion, and that our landscape architect is in the process of reviewing the work completed. He reported that a live oak tree (200-gallon size) has been purchased as a replacement for a tree lost as a result of Hurricane Irma. This tree will serve as an example of a size and type of tree to be used as part of our “tree enhancement plantings” within our future sidewalk project.

**LAKE 2-9 LAKE BANK RESTORATION**

Mr. Dorrill commented that the plans and specifications for the Lake 2-9 lake bank restoration project were revised, and the project is out for re-bid, with bids due back no later than Oct. 15. The approval of the bid selection for the project is required. Mr. Carr (AB&B engineer) provided a presentation/discussion of the new opinion of cost, with new specifications, including a vinyl sheet piling wall with a shortened length, with an estimated cost of $573,235. The re-bid, sent out to County pre-qualified contractors, includes a “bid alternate” which includes an additional 113 linear feet of vinyl sheet piling wall, and a reduction in Geoweb, with an estimated cost of $644,855. Mr. Carr estimated that the project would take 90-120 days to complete.

Mr. Carr stated that the warranty provided by the contractor (typical in County contracts) is on the product only. Mr. Dorrill commented that we can explore negotiating an extended warranty for the labor portion of the project.

Mr. Dorrill and Mr. Swider commented that the residents in the community affected by this project would prefer that the work commence as soon as possible, as opposed to waiting until after “season” when the project would be adversely affected by the rainy season. Mr. Dorrill commented that the earliest possible staging for this project would be in December.

Mr. Cravens and Ms. O’Brien expressed concerns over any adverse effects of this project on the existing rookery on the peninsula in Lake 2-9. Mr. Fabregas commented that there are federal and state laws in place, which will prevail to protect the rookery.

**Ms. McLaughlin motioned, Dr. Chicurel seconded that we approve the proposal that we have out to bid, with a maximum of $700,000, allowing room for negotiation of an extended warranty, if it seems warranted. The motion carried 7-1 with Ms. O’Brien dissenting and Mr. Swider abstaining.**

**SEPTEMBER FINANCIAL REPORT**

Mr. Dorrill commented on the newly formatted September year-to-date financials, prepared by the Clerk of Courts, included in the agenda packet. He noted that these year-end financials are preliminary, and do not include year-end accruals.

**Ms. O’Brien motioned, Dr. Chicurel seconded to accept the September financial reports. The motion carried unanimously.**

**COMMITTEE REPORTS**

**BUDGET REPORT**

Mr. Swider reported that the Budget Committee did not meet in September, and he expects to schedule the next committee meeting in December. He commented that the financials show a positive trend and he would like to get a better handle on our cash position.
CLAM BAY REPORT
Ms. O’Brien provided her October 2019 Clam Bay update in the agenda packet. She highlighted, (1) the annual infrared photo of Clam Bay is on display in the conference room in the PBSD office; our environmental consultant Mr. Jeremy Sterk has taken the initiative in making comparisons between this photo and our 2017 “before Irma” infrared photo to monitor the recovery of the mangroves damaged during Irma, (2) tidal ratios for Clam Pass continue to look good, (3) coppert results continue to look very good, (4) we are waiting on a purchase order to be issued for Dr. Tomasko to complete an analysis and report on the last six months of TP and TN data, and (5) the Clam Bay Committee learned in September that Mr. Dorrill, Ms. Jacob, and Dr. Dabees met with Deputy County Manager Nick Casalanguida and Mr. Sean Callahan in August to address Mr. Casalanguida’s concerns about PBSD’s “emergency” dredging of Clam Pass. Mr. Dorrill commented that Mr. Casalanguida suggested that we produce a video of Dr. Dabees’ presentation of this important issue. Mr. Dorrill reported that he will have Dr. Dabees’ report presented at the next PBSD/PBF joint meeting (not yet scheduled).

Mr. Dorrill reported that the County’s truck-haul sand beach renourishment project has begun and has been reviewed by our environmental consultant Dr. Dabees, as required by the CB Management Plan.

LANDSCAPE & SAFETY REPORT
Dr. Chicurel reported that the Landscape & Safety Committee met on Sept. 19, and the following items were discussed.
1. The issue of car carriers parking on PB Blvd. was once again brought up and discussed with the same outcome; no viable solution could be found.
2. Re-evaluation of the plantings on the US 41 berm will take place to eliminate bare spots and plant selection.
3. Agnoli, Barber & Brundage, PBSD civil engineers, presented their sidewalk survey results for Phase One of the sidewalk replacement project. Mr. Carr of AB&B also presented the new timeline for the project. Due to state law, projects greater than $2 million require the County Procurement Dept. to go through an RPS (Request for Professional Services) process. This will move the timeline for construction, design, permitting, and contractor selection further ahead of what the PBSD anticipated and into 2020.
   An actual “walking” evaluation of the survey results and visualization of where a new 6-foot sidewalk could be placed was conducted by Mr. Carr, Ms. Jacob, Mr. Mumm, and Dr. Chicurel.
   a. Mr. Fogg suggested that the final design incorporate more meandering of the new sidewalk in addition to mitigation conflicts.
   b. The committee consensus was that the planting of additional trees will be considered once the new sidewalk is completed.
   c. Our current budget includes $30,000 for canopy tree replacement due to hurricane damage and/or sidewalk conflicts. Our design goal is and has always been to mitigate canopy tree conflicts.
4. Dr. Chicurel thanked Mr. Dorrill and staff for their efforts in obtaining a cost sharing agreement with the County for the construction and maintenance of the sidewalk replacement project. He also thanked Mr. Mumm for his outstanding performance and implementation of our landscape goals and maintenance guidelines.
Dr. Chicurel commented that he recently completed a “walking” evaluation of Phase Two of the sidewalk replacement project with staff and Mr. Carr, and preliminary results show no hardwood trees will need to be removed.
After board discussion of the proposed sidewalk replacement project, Dr. Chicurel agreed to (1) explore the possibility of proceeding with hiring an arborist to assist with this project’s plans, including an analysis of any root-pruning required, (2) discuss with our engineer whether meandering sidewalks are friendly to those residents with disabilities, and (3) explore whether a sidewalk contractor could provide an estimate of the length of time needed to complete each phase of this project.

Dr. Chicurel reported that the next committee meeting will be held on Oct. 17 at 1:00 p.m.

**WATER MANAGEMENT COMMITTEE**

Ms. McLaughlin commented that the committee did not meet in September. She commented that at our last meeting a resident expressed concerns about the drainage and noise in the area between Oak Lake Sanctuary and Las Brisas, where there is a large drainage swale. She reported that she walked this area with Ms. Jacob and Mr. Mumm. She noted that (1) the area is immediately adjacent to the US 41 berm at a point where three large water pipes bring rain water from the Pine Ridge area, across 41, into this wide grassy area, and ultimately flow into the Oak Lake Sanctuary Lake, (2) several years ago invasive plantings were removed between the two communities which may have provided some noise mitigation, and (3) the area is now maintained with mowing except during extremely wet periods. The PBSD will continue to maintain this area as we are maintaining it today.

**CHAIRMAN’S REPORT**

None

**OLD BUSINESS**

**DESIGN REQUIREMENTS FOR THE PROPOSED NEW OPERATIONS FACILITY**

Mr. Dorrill reported that he is in the process of trying to schedule a pre-application meeting with the PBF, in regards to our proposed new operations facility. He commented that we need to provide renderings of a replacement building, including an administration area. We also need to understand the Public Utilities Dept’s future plans for this site. Mr. Dorrill commented that we need to learn what the PBF requirements for submittal are.

Mr. Dorrill commented that the Chateaumere residents are aware of the proposed new operations facility and have reached out to County Commissioner Solis who has agreed to meet on Oct. 24 to discuss this issue. Mr. Dorrill emphasized the importance of the PBSD being represented at this meeting.

Ms. McLaughlin requested that an education be provided to board members on the zoning, covenants, easements, and utility capabilities of the facilities on this Public Utilities site.

Ms. O’Brien suggested that our objective should be to build and own the building, and obtain a long-term lease on the property from the County. She commented that the building specifications were provided at the last board meeting; however, we do not have the specs on the existing facility for comparison purposes. She suggested that staff provide site information including, (1) zoning of the site, (2) PUD usage of the site, and (3) current specs on the areas of the site that we are currently using. Ms. McLaughlin and Mr. Fogg expressed concern that we do not have a list of staff prepared minimum requirements for the new facility.

Mr. Fabregas commented that a joint Public Utilities/PBSD project would result in a large cost savings to our PB residents.

Mr. Dorrill will ask the County Facilities Dept. to prepare a timeline of phases (including critical tasks) for the project going forward. He commented that typically the design elements of
vertical construction (in order) consist of (1) conceptual site planning, (2) final site planning, (3) architectural programming, (4) design development, and (5) construction drawings. He will provide documentation of the process to the board prior to the next board meeting.

Ms. O’Brien motioned, Mr. Damouni seconded that we ask our Chair to establish an Ad Hoc Facilities Committee to further evaluate what we have and what we need to go forward, and bring back appropriate recommendations to the full board. After discussion by the board, Ms. O’Brien withdrew her motion, and Mr. Damouni withdrew his second.

Mr. Hoppensteadt commented that the PBF will look at this project in two ways: (1) from a micro standpoint of the design guidelines, relating to zoning, covenants, and easement restrictions, and (2) from a macro standpoint – has the PBSD and the County taken a holistic view of this project and considered all of the current and future needs for this site? Mr. Dorrell commented that PBF deed restrictions take precedent.

Mr. Dorrell commented that our lease for our PBSD office space in the SunTrust building is up in 24 months. The lease was negotiated at a good price during the Great Recession. Ms. McLaughtry stated that the lease is currently approximately $38,000/year.

Dr. Chicurel motioned, Mr. Damouni seconded that our Chairman form a Strategic Planning Ad Hoc Committee to develop PBSD and community needs as it relates to the Operations Center and adjacent land. The motion carried unanimously.

**REVIEW OF PRELIMINARY DESIGN PLANS BY THE PBF**

Mr. Dorrell commented that he will affirm with Mr. Dan Rodriguez, Deputy Dept. Head of Public Utilities, that we need to discuss the preliminary plans with the PBF.

**JOB DESCRIPTIONS: OPERATIONS MANAGER & ENVIRONMENTAL SPEC.**

Ms. O’Brien requested that staff provide the board with the expected responsibilities of the new Environmental Specialist position. Ms. O’Brien, Mr. Cravens, Dr. Chicurel, and Mr. Fogg expressed concern that this new position was not specifically approved by vote of the board and not specifically identified in the FY20 budget presented to the board in May 2019. Mr. Dorrell responded that this new position was included in the FY20 budget as a result of discussions by the Budget Committee and the funding for the position was included in the FY20 budget approved by the PBSD Board in May.

Mr. Swider commented that the Budget Committee suggested the addition of an Environmental Specialist to (1) reduce the approximate $250,000 annually paid to Clam Bay consultants, (2) provide some Clam Bay expertise to the PBSD, and (3) assist with lake bank restoration projects. He also commented that managing staff is not a function of the PBSD Board.

Ms. McLaughlin and Dr. Chicurel suggested that the PBSD may be better served by adding a new employee with project management expertise.

Ms. O’Brien suggested that staff bring back a recommendation of what the major functions of a new employee would be, resulting in a classification of an environmentalist, a project manager, or some combination. Mr. Dorrell commented that he will ask the assistance of the County’s HR Dept. to assist us in performing a “position audit” to determine the most appropriate classification for a new PBSD position.

Mr. Dorrell introduced our new Operations Manager, Mr. Chad Coleman.
Mr. Fabregas questioned whether the Clerk’s Office would reconsider Mr. Dorrill’s current administrative assignments, including approving payroll documents, in light of recent internal controls which have been put in place. He also suggested that a new position could also include taking over these administrative duties, supporting the board, and handling special projects. Mr. Dorrill commented that he will explore asking the HR Dept. to perform a “functions and needs audit” of the department.

Mr. Fogg requested that Mr. Dorrill document Ms. Jacob’s job responsibilities. Mr. Dorrill commented that he will document her work plan for the board.

NEW BUSINESS

PLAN FOR EXISTING SIDEWALK REPAIRS

Mr. Dorrill commented that staff will make a records request to the County to obtain the backlog of identified PB sidewalks in need of repair. Going forward, at the start of each fiscal year, staff will take an inventory of PB sidewalks, prepare a list of maintenance issues, and work off the list to complete repair work during that year. Ms. O’Brien suggested that additional information be provided to the board including identifying staff members and contractors involved in this process.

ADJOURNMENT

The meeting was adjourned at 3:50 p.m.

Tom Cravens, Vice-Chairman (Acting Chair)

Minutes approved [___] as presented OR [___] as amended ON [_____________________] date
PBSD Projects Update

November 13, 2019

Capital Projects

U.S. 41 Berm Re-Landscaping
This project was completed on 10/30/19.

Street signs replacement (265 street signs to be replaced and 1 entrance monument repaired)
18” x 54” bases and utility conflicts issues were resolved. Project is expected to be completed on schedule.

Sidewalks
Phase III survey field verification scheduled for 11/8/19 and engineer will present Phase III results to the L&S Committee on 11/21/19. Solicitation #20-7680 for Pelican Bay Sidewalk Improvements Design was let on 10/29/19 and proposals are due on 12/2/19. A short list of qualified firms will be decided by a Selection Committee and the design professional ultimately hired will be decided from the short list. A revised estimated project schedule is included in the agenda materials.

Lake 2-9 (St. Thomas/St. Maarten lake)
Quotes were received on 10/15/19 for revised scope of work. A recommendation to award a Work Order to Quality Enterprises in the amount of $682,722.70 is anticipated to be approved by the BCC on 11/12/19, item 16.F.7. The executive summary is included in the agenda materials. Work is scheduled to begin in April and substantial completion is expected to take 90 days. The full vinyl sheet pile wall will be constructed as this material will provide the best value for long-term protection from erosion.

Bay Colony “Beach Dune Swale” restoration
Final scope of work design plans, and opinion of probable cost will be completed by 11/15/19. A solicitation packet for construction will be prepared and submitted to Procurement for processing before the end of November. Anticipated start date is prior to the 2020 rainy season.

Maintenance Projects

Sidewalk Maintenance
Staff is evaluating existing sidewalks and prioritizing necessary repairs in anticipation of discussion at the L&S Committee meeting on 11/21/19.

Grosvenor and Dorchester Drainage Maintenance
Quotes will be obtained and work will be completed prior to the 2020 rainy season.

Prepared by Lisa Jacob, 11/7/19
EXECUTIVE SUMMARY


OBJECTIVE: To approve a Work Order to retain Quality Enterprises USA, Inc. ("Quality Enterprises") to perform Pelican Bay Lake 2-9 Restoration work as indicated in the included engineering plans.

CONSIDERATIONS: Collier County Ordinance No. 2002-27, as amended, established the Pelican Bay Services Division Municipal Service Taxing Benefit Unit (the "MSTBU") to provide quality street lighting, water management, and streetscape beautification services exclusively to the residents of Pelican Bay.

On June 10, 2019, staff sought proposals on this project from all vendors currently under contract with the County under Agreement No. 14-6213, "Underground Utility Contractors." Four of the six contractors under contract submitted bids, which were received and opened by staff on July 8, 2019. The quotations received were significantly higher than the engineer's Opinion of Probable Cost; therefore, the scope of work was reevaluated for value engineering. On September 30, 2019, staff requested proposals on this project using a revised scope of work from all contractors currently under contract with the County under Agreement #14-6213. On this second round of seeking bids, three of the six vendors submitted proposals, which staff opened on October 15, 2019. The bids received are summarized below.

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<th>BASE BID</th>
<th>BID ALTERNATE #1</th>
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<td>$597,104.32</td>
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<td>Haskins, Inc.</td>
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<td>Mitchell &amp; Stark Constr., Inc.</td>
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<td>SW Utility Systems, Inc.</td>
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Staff determined that Quality Enterprises is the lowest, responsive and responsible bidder, and recommends awarding a Work Order to Quality Enterprises for the requested services.

In accordance with the attached Work Order, the work will cover a period of one-hundred eighty days (180) from the date of issuance of a Notice to Proceed. Due to the value of the project, the underlying contract requires the issuance of the attached Payment and Performance Bonds prior to project commencement. Subject to the Board's approval, the Staff will issue the Notice to Proceed to commence services.
FISCAL IMPACT: Sufficient budget exists in Capital Fund 322.

LEGAL CONSIDERATIONS: This item is approved as to form and legality and requires majority vote for Board approval. - SRT

RECOMMENDATION: To authorize a Work Order under Agreement No. 14-6213, “Underground Utility Contractors,” for Pelican Bay Lake 2-9 Restoration to Quality Enterprises in the amount of $682,712.70 and authorize the Chairman to sign the attached Work Order.

Prepared by: Lisa Jacob, Project Manager, Pelican Bay Services Division

ATTACHMENT(S)

1. Work Order 14-6213  (PDF)
2. Bid Tab Results - 14-6213 Pelican Bay Lake 2-9 Restoration (Revised Scope)-10-16-19  (PDF)
3. Engineer's Award Letter Quality Enterprises Lake 2-9 Restoration 10-15-19  (PDF)
4. QE Lake 2-9 Payment and Performance Bonds 11-5-19  (PDF)
5. Lake-2-9 - OPC Revised-Vinyl Wall-09-30-19  (PDF)
9. 14-6213Quality_Contract_20191015204510.515_X  (PDF)
10. 14-6213 Quality Enterprises 2 of 2-2 Yr Renewals  (PDF)
11. 14-6213Quality_C1_Amend1_20191015204442453_X  (PDF)
12. 14-6213Quality_Amend2_20191016134205.165_X  (PDF)
14. Lake 2-9 Bid Tab 09-30-2019  (PDF)
15. Pelican Bay LAKE 2-9 Plans - signed Sep 30 2019  (flat)
16. (2019-09-30)19-658 Lake 2-9 Restoration - Retaining Wall-SS Flat  (PDF)
COLLIER COUNTY
Board of County Commissioners

Item Number: 16.F.7
Doc ID: 10558
Item Summary: Recommendation to authorize a Work Order under Agreement No. 14-6213, "Utility Contractors," for Pelican Bay Lake 2-9 Restoration to Quality Enterprises USA, Inc., in the amount of $682,722.70.

Meeting Date: 11/12/2019

Prepared by:
Title: Project Manager, Associate – Pelican Bay Services
Name: Lisa Jacobs
10/30/2019 1:26 PM

Submitted by:
Title: Project Manager, Associate – Pelican Bay Services
Name: Lisa Jacobs
10/30/2019 1:26 PM

Approved By:

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**PELICAN BAY**  
**BALANCE SHEET**  
October 31, 2019  
*(UNAUDITED)*

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<td>2,054,775.06</td>
<td>1,754,080.93</td>
<td>3,703,210.62</td>
<td>185,160.04</td>
<td>7,697,226.35</td>
</tr>
<tr>
<td><strong>LIABILITIES AND FUND BALANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liabilities:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>96,550.06</td>
<td>10,617.23</td>
<td>243,328.56</td>
<td>3,657.10</td>
<td>354,152.35</td>
</tr>
<tr>
<td>Wages payable</td>
<td>96,550.06</td>
<td>10,617.23</td>
<td>243,328.56</td>
<td>3,657.10</td>
<td>354,152.35</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>96,550.06</td>
<td>10,617.23</td>
<td>243,328.56</td>
<td>3,657.10</td>
<td>354,152.35</td>
</tr>
<tr>
<td>Fund balances:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund balance</td>
<td>1,958,225.00</td>
<td>1,743,463.70</td>
<td>3,459,882.06</td>
<td>181,502.94</td>
<td>7,343,073.70</td>
</tr>
<tr>
<td><strong>Total liabilities and fund balances</strong></td>
<td>2,054,775.06</td>
<td>1,754,080.93</td>
<td>3,703,210.62</td>
<td>185,160.04</td>
<td>7,697,226.35</td>
</tr>
</tbody>
</table>

**Fund Balance at the end of the period**:  
1,958,225.00  
1,743,463.70  
3,459,882.06  
181,502.94  
7,343,073.70

**Unspent balance of major projects (over $200K)**:  
50066-PBSD Landscape Improvement  
50126-Beach Renourishment  
50143-PBSD Field Operation Center Improvements  
50154-Hurricane Irma  
51026-PBSD Lake Bank Restoration  
51100-Clam Bay Restoration  
**Total unspent balance of major projects**: 3,599,405.58  
306,965.81  
3,906,371.39

**Budgeted reserves**:  
991000-Reserve for contingencies  
991700-Reserve for disaster relief  
992000-Reserve for sinking fund  
993000-Reserve for capital outlay  
994500-Reserve for future construction and improvement  
998000-Reserve for cash  
**Total budgeted reserves**: 1,287,300.00  
1,774,800.00  
500,000.00  
3,562,100.00

**Budgeted commitments at the end of the period**:  
1,287,300.00  
1,774,800.00  
4,099,405.58  
306,965.81  
7,468,471.39

**Projected excess (deficit) fund balance**:  
679,925.00  
(31,336.30)  
(639,523.52)  
(125,462.87)  
(125,397.69)

*Note: the ad valorem taxes and special assessment revenues start to come in mid-November. The budgeted transfer in to fund 322 is scheduled for December.*
### PELICAN BAY

**INCOME STATEMENT**

**OPERATING FUND - 109**

**October 31, 2019**

(UNAUDITED)

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Amended Budget</th>
<th>Commitments</th>
<th>Total Expenditures</th>
<th>Variance</th>
<th>% Budget Consumed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES AND CARRYFORWARD</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special assessments</td>
<td>4,845,700.00</td>
<td>4,845,700.00</td>
<td>-</td>
<td>-</td>
<td>(4,845,700.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest</td>
<td>7,100.00</td>
<td>7,300.00</td>
<td>-</td>
<td>-</td>
<td>(7,300.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfers in</td>
<td>36,000.00</td>
<td>36,000.00</td>
<td>-</td>
<td>311.66</td>
<td>(36,681.66)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Negative 5% of estimated revenue</td>
<td>(243,700.00)</td>
<td>(243,700.00)</td>
<td>-</td>
<td>-</td>
<td>(243,700.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Budgeted carryforward</td>
<td>1,453,200.00</td>
<td>1,453,200.00</td>
<td>-</td>
<td>-</td>
<td>(1,453,200.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total revenues + carryforward</strong></td>
<td>6,106,400.00</td>
<td>6,106,400.00</td>
<td>-</td>
<td>812.66</td>
<td>(6,003,787.34)</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

|                        |                |                |             |                    |          |                   |
| **EXPENDITURES AND RESERVES** |            |                |             |                    |          |                   |
| Personal Services      | 1,500,000.00   | 1,500,000.00   | 409,827.00  | 46,973.88          | 1,943,998.82 | 24.0%            |
| Operating              |                |                |             |                    |          |                   |
| 182601-Lake & Stormwater Management administration | 207,200.00   | 207,200.00    | 170,381.14    | 5,684.27       | 31,235.29 | 85.0%            |
| 182602-Lake & Stormwater Management field operations | 674,700.00   | 674,700.00    | 115,657.02    | 16,329.84       | 542,311.34 | 19.6%            |
| 182603-Landscaping     | 101,200.00     | 101,200.00    | 58,277.72     | 5,956.34        | 43,243.66 | 62.6%            |
| 182501-Light of way beautification field | 1,526,800.00 | 1,526,800.00 | 606,291.09    | 143,694.33      | 771,105.86 | 49.3%            |
| **Total operating**    | 2,504,900.00   | 2,504,900.00   | 958,159.97    | 171,204.78       | 1,882,787.65 | 44.8%            |
| Capital outlay         | 170,100.00     | 170,100.00    | 65,299.65     | -                | 105,000.35 | 38.3%            |
| Transfers out          | 237,100.00     | 237,100.00    | -             | 1,241.47         | 235,858.53 | 0.5%             |
| **Total expenditures** | 4,813,100.00   | 4,813,100.00   | 1,425,943.22  | 219,420.38       | 3,467,719.65 | 34.2%            |

| Budgeted reserves      |                |                |             |                    |          |                   |
| 991000-Reserve for contingencies | 115,100.00   | 115,100.00    | -             | -                | 115,100.00 |                   |
| 991200-Reserve for disaster relief | 680,500.00   | 680,500.00    | -             | -                | 680,500.00 |                   |
| 999300-Reserve for capital outlay | 200,000.00   | 200,000.00    | -             | -                | 200,000.00 |                   |
| 999800-Reserve for cash  | 291,000.00     | 291,000.00    | -             | -                | 291,000.00 |                   |
| **Total reserves**     | 1,287,300.00   | 1,287,300.00   | -             | -                | 1,287,300.00 |                   |
| **Total expenditures + reserves** | 6,093,999.00 | 6,093,999.00 | 1,425,943.22  | 219,420.38       | 4,253,088.69 | 27.0%            |

**EXCESS OF REVENUE OVER EXPENDITURES**

- 2,177,332.27  
  Projected carryforward as of 9/30/19

- 1,958,725.00  
  Fund balance as of 10/31/19
## PELICAN BAY
### INCOME STATEMENT
### STREET LIGHTING - 77B
### October 31, 2019
### (UNAUDITED)

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Amended Budget</th>
<th>commitments</th>
<th>Total Expenditures</th>
<th>Variance</th>
<th>% Budget Consumed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES AND CARRYFORWARD</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Ad Valorem Taxes</td>
<td>608,400.00</td>
<td>608,400.00</td>
<td></td>
<td>-</td>
<td>(608,400.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest</td>
<td>7,300.00</td>
<td>7,300.00</td>
<td></td>
<td>-</td>
<td>(7,300.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Negative 5% of estimated revenue</td>
<td>(30,600.00)</td>
<td>(30,600.00)</td>
<td></td>
<td>-</td>
<td>30,600.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Budgeted carryforward</td>
<td>1,638,800.00</td>
<td>1,638,800.00</td>
<td></td>
<td>-</td>
<td>(1,638,800.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total revenues + carryforward</td>
<td>2,206,600.00</td>
<td>2,206,600.00</td>
<td></td>
<td>-</td>
<td>(2,206,600.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>EXPENDITURES AND RESERVES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Services</td>
<td>121,200.00</td>
<td>121,200.00</td>
<td>21,446.60</td>
<td>2,619.97</td>
<td>97,134.03</td>
<td>19.9%</td>
</tr>
<tr>
<td>Operating</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>182700-Street Lighting Operations</td>
<td>67,800.00</td>
<td>67,800.00</td>
<td>54,921.67</td>
<td>5,180.20</td>
<td>7,689.13</td>
<td>88.5%</td>
</tr>
<tr>
<td>182701-Street Lighting Field Operations</td>
<td>235,000.00</td>
<td>215,000.00</td>
<td>93,728.47</td>
<td>10,563.72</td>
<td>150,766.81</td>
<td>29.9%</td>
</tr>
<tr>
<td>Total operating</td>
<td>282,800.00</td>
<td>282,800.00</td>
<td>149,641.14</td>
<td>15,748.92</td>
<td>158,404.04</td>
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</tr>
<tr>
<td>Capital outlay</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td></td>
<td>-</td>
<td>1,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfers out</td>
<td>24,000.00</td>
<td>24,000.00</td>
<td></td>
<td>-</td>
<td>24,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total expenditures</td>
<td>429,000.00</td>
<td>429,000.00</td>
<td>130,094.14</td>
<td>16,886.89</td>
<td>280,513.17</td>
<td>34.6%</td>
</tr>
<tr>
<td>Budgeted reserves</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>993000-Reserve for capital outlay</td>
<td>90,000.00</td>
<td>90,000.00</td>
<td></td>
<td>-</td>
<td>90,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>994500-Reserve for future construction and improvement</td>
<td>1,534,800.00</td>
<td>1,534,800.00</td>
<td></td>
<td>-</td>
<td>1,534,800.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>998000-Reserve for cash</td>
<td>150,000.00</td>
<td>150,000.00</td>
<td></td>
<td>-</td>
<td>150,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total reserves</td>
<td>1,774,800.00</td>
<td>1,774,800.00</td>
<td></td>
<td>-</td>
<td>1,774,800.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total expenditures + reserves</td>
<td>2,206,600.00</td>
<td>2,206,600.00</td>
<td>130,094.14</td>
<td>16,886.89</td>
<td>2,095,746.87</td>
<td>8.7%</td>
</tr>
<tr>
<td><strong>EXCESS OF REVENUE OVER EXPENDITURES</strong></td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
<td>(16,886.89)</td>
<td></td>
</tr>
</tbody>
</table>

Projected carryforward as of 6/30/19

Fund balance as of 10/31/19
# Pelican Bay

## Income Statement

**Pelican Bay Landscape, Safety, Lake & Beach Projects - 322**

**October 31, 2019**  
**UNAUDITED**

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Amended Budget</th>
<th>Committed</th>
<th>Total Expenditures</th>
<th>Variance</th>
<th>% Budget Consumed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues and Carryforward</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special assessments</td>
<td>788,000.00</td>
<td>788,000.00</td>
<td>-</td>
<td>-</td>
<td>(788,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest</td>
<td>3,100.00</td>
<td>3,100.00</td>
<td>-</td>
<td>-</td>
<td>(3,100.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfers in</td>
<td>520,000.00</td>
<td>520,000.00</td>
<td>-</td>
<td>-</td>
<td>(520,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Negative 5% of estimated revenue</td>
<td>39,400.00</td>
<td>39,400.00</td>
<td>-</td>
<td>-</td>
<td>39,400.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Budgeted carryforward</td>
<td>310,700.00</td>
<td>3,460,655.15</td>
<td>-</td>
<td>-</td>
<td>(3,460,655.15)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total revenues + carryforward</strong></td>
<td>1,525,400.00</td>
<td>4,739,355.15</td>
<td>-</td>
<td>-</td>
<td>(4,739,355.15)</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

|                          |                |                |           |                    |          |                  |
| **Expenditures and Reserves** |                |                |           |                    |          |                  |
| Projects:                |                |                |           |                    |          |                  |
| SCD66-PBSS Landscape Improvement | 175,000.00    | 410,194.96     | 22,023.10 | 21,554.25          | 366,607.61 | 10.6%            |
| SCD103-PBSS Slagage      | -              | 95,971.00      | -         | -                 | 95,971.00 | 0.0%             |
| SCD98-Lake Aeration      | -              | 104,580.00     | -         | -                 | 104,580.00 | 0.0%             |
| SCD126-Beach Replenishment | 200,000.00    | 878,883.89     | -         | -                 | 878,883.89 | 0.0%             |
| SCD43-PBSS Field Operation Center Improvements | -          | 331,589.69     | 4,303.00  | -                 | 327,286.69 | 1.3%             |
| SCD14-Hurricane Inns     | -              | 1,092,000.59   | 513,698.14| 221,241.77         | 367,500.67 | 66.7%            |
| SCD157-PBSS Asset Management | -           | 48,197.25      | 17,135.25 | 1,080.50           | 29,877.00 | 37.9%            |
| SCD158-PBSS Roadway Safety | -            | 20,945.05      | -         | -                 | 20,945.05 | 0.0%             |
| SCD178-Sidewalk Maintenance/Enhancement | 20,000.00    | 20,000.00      | -         | -                 | 20,000.00 | 0.0%             |
| SCD66-PBSS Lake Bank Restoration | 600,000.00   | 1,132,199.23   | 117,799.44| 13,158.75          | 1,062,448.44 | 11.1%           |
| **Total expenditures**   | 995,000.00     | 2,449,355.15   | 669,558.93| 257,035.27         | 3,377,922.95 | 6.2%             |
| Transfers out            | 87,400.00      | 87,400.00      | -         | -                 | 87,400.00 | 0.0%             |
| **Total expenditures**   | 1,082,400.00   | 2,536,755.15   | 669,558.93| 257,035.27         | 3,377,922.95 | 6.1%             |
| Budgeted reserves        |                |                |           |                    |          |                  |
| 952090-Reserve for sinking fund | 500,000.00    | 500,000.00     | -         | -                 | 500,000.00 | 19.6%            |
| **Total expenditures + reserves** | 1,582,400.00 | 4,736,355.15  | 669,558.93| 257,035.27         | 3,877,922.95 | 19.6%           |

**Excess of Revenue Over Expenditures**  
- (257,035.27)

Projected carryforward as of 9/30/19  
3,716,915.33

Fund balance as of 10/31/19  
3,459,862.06
# PELICAN BAY

## INCOME STATEMENT

**CLAM BAY CAPITAL PROJECT FUND - 320**

**October 31, 2019**  
**(UNAUDITED)**

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Amended Budget</th>
<th>Commitments</th>
<th>Total Expenditures</th>
<th>Variance</th>
<th>% Budget Consumed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES AND CARRYFORWARD</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special assessments</td>
<td>198,600.00</td>
<td>198,600.00</td>
<td></td>
<td></td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest</td>
<td>100.00</td>
<td>100.00</td>
<td></td>
<td></td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td>Negative 5% of estimated revenue</td>
<td>(9,000.00)</td>
<td>(9,000.00)</td>
<td></td>
<td></td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td>Budgeted carryforward</td>
<td>2,500.00</td>
<td>164,165.81</td>
<td></td>
<td></td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total revenues + carryforward</strong></td>
<td>194,500.00</td>
<td>359,165.81</td>
<td></td>
<td></td>
<td></td>
<td>0.0%</td>
</tr>
</tbody>
</table>

|                      |                |                |             |                    |          |                  |
| **EXPENDITURES AND RESERVES** |                |                |             |                    |          |                  |
| Projects:  
51100-Clam Bay Restoration | 150,100.00     | 106,085.81     | 75,563.95   |                    |          | 25.9%            |
| Total operating      | 150,100.00     | 106,085.81     | 75,563.95   |                    |          | 25.9%            |
| Transfers out        | 46,200.00      | 46,200.00      |             |                    |          | 0.0%             |
| Total expenditures   | 196,300.00     | 152,285.81     | 75,563.95   |                    |          | 22.5%            |
| Budgeted reserves    |                |                |             |                    |          |                  |
| 991000-Reserve for contingencies | -     | -              |             |                    |          |                  |
| 998000-Reserve for cash | -         | -              |             |                    |          |                  |
| Total reserves       |                |                |             |                    |          |                  |
| **Total expenditures + reserves** | 196,300.00 | 152,285.81     | 75,563.95   |                    |          | 22.5%            |

|                      |                |                |             |                    |          |                  |
| **EXCESS OF REVENUE OVER EXPENDITURES** |                |                |             |                    |          |                  |

181,502.94  Projected carryforward as of 6/30/19  
181,502.94  Fund balance as of 10/31/19
Clam Bay Update-November 2019

Clam Bay consulting expenses in FY19. Total cost for Clam Bay consulting expenses in FY19 was $119,521. Costs were as follows: Clam Pass-$47,928; Water Quality-$25,243; and Clam Bay-$46,350.\(^1\) Collier County’s Fund 111 provides PBSD $150,000 annually for Clam Bay expenses.

Clam Bay. The posts for canoe trail markers 10 and 12 have been installed. Annual monitoring shows 3.53 acres of seagrass compared to 3.87 acres in 2018, but the health, as measured by the density, has significantly improved. By comparing data from the 2017 infrared photo to the one recently taken a new area of stressed mangroves south of PB’s north beach was identified and will be monitored. The November PB Post has a comprehensive article on the PB community’s unsuccessful effort to have Clam Bay designated a Manatee Protection Zone with some speed restrictions. This article is recommended reading for all who care about Clam Bay. Other avenues for providing appropriate speed restrictions in Clam Bay are beginning to be discussed, and updates on this topic will be provided as information becomes available.

Clam Pass. The tidal ratios for October at markers 4 and 14 were above .8 and .7 respectively, meaning the flow into and out of Clam Pass at the end of October was very good. In contrast the tidal ratios at markers 25 and 32, further north in Clam Bay, were the lowest ratios of the year thus far.

Information on the approximate number of days/weeks needed to complete each activity to dredge Clam Pass was requested on August 22, 2019. The Clam Bay Committee will discuss this information at its November Clam Bay Committee meeting.

Water Quality.
Total phosphorus. Addressing high phosphorus levels in Clam Bay is a top priority for the Clam Bay Committee. A PO was issued on October 25 so the second and third quarter reports for 2019 on total phosphorus and total nitrogen can be completed.

Total nitrogen. At this time TN in Clam Bay is not problematic.

Copper. Copper results for November 2018 through August 2019 are excellent with only one of 90 water samples exceeding the allowable limit.

Clam Bay Committee. The Clam Bay Committee will meet on November 14, 2019 at 1:30pm. in PBSD’s office.

Prepared by Susan O’Brien
November 7, 2019

\(^1\) Data are from invoices submitted in FY19 by Earth Tech, Humiston & Moore, and Turrell, Hall.
LANDSCAPE & SAFETY COMMITTEE REPORT

The Landscape & Safety committee met on Oct. 17, 2019 at the Pelican Bay Community Center at 1:00 PM. The following items were discussed:

1. **Cpl. Jim McGilvrey**, Pelican Bay’s new Community Policing deputy, was in attendance. He addressed the following:
   a. If there is a non-criminal issue IN PROGRESS call the non-emergency phone number 239-252-9300 (i.e. a car carrier blocking traffic).
   b. For non-emergency issues that are NOT in progress call the North Naples (Pelican Bay) Sub-Station at 239-252-9100.
   c. Cpl. McGilvrey’s direct contact number is 239-253-5317 (James.McGilvrey@colliersheriff.org)

2. **Sidewalk Replacement Project**: Jim Carr, our civil engineer, presented the completed survey of Phase II (the West Side of Pelican Bay Blvd.). He also included North Pointe and Hammock Oak Drives.
   *(see the attached Sidewalk Update published in the PB Foundation Wednesday e-blast, “Today In the Bay”)*

As was the case with an onsite evaluation of Phase I OF THE SIDEWALK REPLACEMENT PROJECT (the east side of PB Blvd.), NO HARDWOOD TREES OR CANOPY TREES WILL HAVE TO BE REMOVED.

   a. A **Certified Arborist** will be employed once construction
design plans are developed. The arborist will then “walk” the proposed new sidewalk (along with staff and the L&S Cte. chair) to make sure that hardwood and canopy trees will not be adversely affected.

b. **Sidewalk Maintenance:** As of Oct. 1, 2019, the PBSD is responsible for maintaining and repairing the existing asphalt and future concrete sidewalks in Pelican Bay. The community will be notified to report sidewalk issues to the PBSD directly in future PBF e-blasts and Post articles.

In accordance with **a cost sharing agreement with Collier County**, the county is providing $20,000.00 a year in perpetuity to the PBSD for this maintenance responsibility. In addition, the cost sharing agreement provides for the county to contribute $500,000.00 for ten years to help Pelican Bay finance the sidewalk project. Our administrator, Neil Dorrill, facilitated this cost sharing agreement.

Going forward, the PBSD will conduct an annual physical sidewalk assessment and respond to reported issues to maintain Pelican Bay’s sidewalks.

3. **New street sign bases** are being installed throughout the community. Any esthetic issues concerning the height of the bases will be addressed by staff.

Submitted By: Joe Chicurel, PBSD Landscape & Safety Chair