

PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit

NOTICE OF PUBLIC MEETING

WEDNESDAY, JANUARY 13, 2021

THE PELICAN BAY SERVICES DIVISION BOARD WILL MEET AT **1 PM** ON **JANUARY 13** AT THE BOARD OF COUNTY COMMISSIONERS CHAMBERS, THIRD FLOOR, COLLIER COUNTY GOVERNMENT CENTER, 3299 TAMiami TRAIL EAST, NAPLES, FLORIDA 34112.

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 12/09/20 Regular Session meeting minutes
5. Audience comments
6. Administrator's report
 - a. SunTrust office space update
 - b. Maintenance grading of Clam Pass update
 - c. Projects summary
 - d. December financial report
7. Committee reports
 - a. Clam Bay
 - b. Landscape & Safety
 - i. Sidewalk project update
 - c. Water Management
 - i. Update on Lake 4-1
 - ii. Criteria for selecting lake bank prioritization
8. Chairman's Report
 - a. Tentative agenda for the PBF/PBSD joint meeting – Jan 25
 - b. Board member election
9. Old business
10. New business
11. 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.

**PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
DECEMBER 9, 2020**

The Pelican Bay Services Division Board met on Wednesday, December 9, 2020, at 1:00 p.m. at the Board of County Commissioners Chambers, third floor, Collier County Government Center, 3299 Tamiami Trail East, Naples, Florida 34112.

In attendance were:

Pelican Bay Services Division Board

Michael Fogg, Chairman
Joe Chicurel, Vice-Chairman
Tom Cravens (*absent*)
Jacob Damouni
Nick Fabregas

Peter Griffith (*absent*)
Denise McLaughlin
Susan O'Brien
Scott Streckenbein
Rick Swider
Michael Weir

Pelican Bay Services Division Staff

Neil Dorrill, Administrator
Chad Coleman, Operations Manager
Darren Duprey, Assoc. Project Manager

Karin Herrmann, Operations Analyst
Lisa Jacob, Project Manager
Barbara Shea, Administrative Assistant

Also Present

Jim Carr, Agnoli, Barber & Brundage

Trent Waterhouse, PBF Board

APPROVED AGENDA (AS PRESENTED)

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 11/12/20 Regular Session meeting minutes
5. Audience comments
6. Administrator's report
 - a. SunTrust office space update
 - b. Maintenance grading of Clam Pass update
 - c. PBSB website
 - d. Commercial member right-of-way landscaping
 - e. Projects summary
 - f. November financial report
7. Committee reports
 - a. Ad Hoc Strategic Planning
 - b. Clam Bay
 - c. Landscape & Safety
 - i. Overview of bike lanes and sharrows

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December 9, 2020**

- ii. License plate readers
- iii. Sidewalk project update
- d. Water Management
 - i. *Lake bank restoration and financing options
- 8. Chairman's Report
 - a. Tentative agenda for the PBF/PBSD joint meeting – Jan 25
- 9. Old business
- 10. New business
- 11. Adjournment

ROLL CALL

Mr. Cravens and Mr. Griffith were absent and a quorum was established

AGENDA APPROVAL

Mr. Streckenbein motioned, Dr. Chicurel seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 11/12/2020 REGULAR SESSION MEETING MINUTES

Dr. Chicurel motioned, Mr. Streckenbein seconded to approve the 11/12/2020 regular session meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

None

ADMINISTRATOR'S REPORT

SUNTRUST OFFICE SPACE UPDATE

Mr. Dorrill commented that the floor plan for the proposed first-floor lease space in the SunTrust Building has been provided in the agenda packet. He reported that the County's Real Property Dept. has approved the lease agreement, and it is scheduled to be reviewed and approved by the Board of County Commissioners (BCC) on Jan. 12, 2021.

MAINTENANCE GRADING OF CLAM PASS UPDATE

Mr. Dorrill reported that the TDC approved our request for grant funds for our proposed dredging and grading Clam Pass project. Our presentation was well received. We informed the TDC that we intend to return in the Spring to request funding for a full dredge event. Commissioner Solis requested that we provide him with an informational document on the science behind our monitoring of the inlet, including tide data. Mr. Dorrill also reported that we received BCC approval for our project on Dec. 8. He noted that a pre-construction conference was held last week, a purchase order (for \$123,000) has been opened, and hopefully the start of the project will be in advance of Christmas.

Mr. Fogg requested information on the history of the opening and closing of the Clam Pass inlet, and whether any dredge alternatives are available. Mr. Dorrill responded that the Clam Bay Management Plan discusses these issues. Ms. O'Brien noted that Dr. Dabees recently prepared a spreadsheet of dredge events since 1999, and that she will provide this document to the board via a one-way communication. Mr. Dorrill commented that our goal has been for dredge events to occur at least three years apart.

PBSD WEBSITE

Mr. Dorrill reported that our webpage, included within the County's website, is compliant with County IT policy and complies with the County's settlement agreement from a recent ADA lawsuit. He suggested that board members review the content of the Parks & Recreation website (created by an external web designer) and the EMS website; these two entities could be considered comparable to the PBSD. Mr. Dorrill commented that staff will (1) look into the details of the County's ADA settlement agreement, and (2) bring back a proposal for web design enhancement.

Ms. O'Brien commented that the October and November board meeting documents (agenda packet and minutes) have not been posted yet on the Clerk's website. Ms. Shea described the flow of board meeting documents from the PBSD to the Clerk's office, including approval by the PBSD Board and Board of County Commissioners, resulting in a minimum of 60 days to post from the date of the meeting. Ms. O'Brien commented that the PBSD has funded an external website since 2009.

Ms. McLaughlin commented that PBSD documents, such as the Clam Bay Management Plan, need to be readily available to residents.

Mr. Streckenbein suggested that dollars to fund a website could be better spent on something else, if only a few people have an interest in the website.

Mr. Fogg commented that although our webpage (on the County website) is not ideal, it seems that a limited number of people use it, and therefore, this issue is not worth spending a lot of time or money on. He also stated that he would not be interested in posting historical data onto an external website, and would only be interested in maintaining an external website with current information if the cost were minimal.

COMMERCIAL MEMBER RIGHT-OF-WAY LANDSCAPING

Mr. Dorrill reported that the Waterside Shops has requested that the PBSD maintain the grass on the right-of-way strip of land, between the edge of the street and the sidewalk, in front of their property on US 41 and Seagate Drive. He stated that the PBSD would be willing to maintain these areas, and would also be willing to maintain similar right-of-way areas in front of other PB commercial properties, upon request. Ms. O'Brien suggested that the PBSD needs to reach out to any other commercial member who would be eligible for similar services from the PBSD. She noted that the Naples Grande and the Marketplace had submitted requests for these services in Feb. 2016, which were denied by the PBSD.

PROJECTS SUMMARY

Mr. Dorrill commented that a project tracking summary spreadsheet, which we maintain as part of our internal controls, was provided in the agenda packet. Mr. Fogg suggested that if any board members have any recommended changes to the format of this document, that they forward them to Mr. Dorrill and/or staff.

Mr. Dorrill reported that our IRMA street sign repair and replacement project is complete.

Ms. O'Brien asked when and why the sidewalks on Vanderbilt Beach Rd. and Seagate Dr. were removed from the sidewalk replacement project. She noted that these two streets were included in the referenced exhibit of the motion to approve the preparation of the sidewalk design plans by ABB at the March 2019 board meeting. Ms. Jacob explained that the County never transferred the sidewalks on these two streets to the PBSD; they are still an asset of the County and will continue to be maintained by the County. Dr. Chicurel commented that these two streets were removed from Phase II at a recent meeting. Mr. Fogg directed the Landscape & Safety Committee to discuss how to go forward in relation to the sidewalks on Vanderbilt Beach Rd. and Seagate Dr.

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Ms. Jacob commented that the Phase I sidewalk construction project will go out to bid as soon as we receive the right-of-way permits.

Mr. Hoppensteadt, PBF President, stated that the PBF Board is not required to review and approve the PBSB sidewalk project.

Ms. O'Brien commented that the PBSB project tracking spreadsheet shows a project amount of \$193,078 for the New Maintenance Facilities (engineering and architectural) which is \$43,000 more than the amount approved by the PBSB Board. Similarly, the spreadsheet shows a project amount of \$127,811 for Lake 4-1 (engineering, design, permitting) which is \$5,000 more than the amount approved by the PBSB Board. Mr. Fogg suggested that staff brings back projects to the board for approval, which go over the amount previously approved by the board.

NOVEMBER FINANCIAL STATEMENTS

Mr. Dorrill reviewed the November financial statements and highlighted several items including a current PBSB cash balance of approximately \$10.5 million. Mr. Fogg commented that we are working on getting funds transferred from Fund 778 to Fund 322.

COMMITTEE REPORTS

AD HOC STRATEGIC PLANNING COMMITTEE

Mr. Fogg commented that the County continues to work on the engineering phase of our new maintenance building project.

CLAM BAY COMMITTEE

Ms. O'Brien provided her December 2020 Clam Bay update in the agenda packet. Highlights included, (1) total phosphorus results continue to improve, and (2) a committee meeting will be held on Jan. 12 which will include a discussion of the 2020 Annual Clam Bay Monitoring Report, an update on boater safety signage, and an update on a scaevola removal plan. Ms. O'Brien requested that Mr. Dorrill provide updates to the board on the dredging project including the start date and weekly updates.

LANDSCAPE & SAFETY COMMITTEE

Dr. Chicurel provided the following updates, included in his "L&S Committee Report," which was distributed to board members and added to the record.

1. Sharrow repainting should take place prior to Christmas.
2. Sidewalk Project Phase 1: Staff has only received half of the Right-of-Entry (ROE) documents from residents. We expect to receive the remaining ROE's by 12/11/20. The CEI (construction engineering inspection) selection process began this morning (12/09/2020) with discussion of (1) the submittals, (2) next presentations from selected contractors, and (3) when a final selection meeting will take place. Phase II: Agnoli, Barber, and Brundage is moving forward as quickly as possible to finalize plans. Once final Phase II plans are available, multiple meetings and "walk throughs" will take place.
3. The FY2021 sign project (29 signs) will go out to bid after the new year.
4. Landscape update: Areas where plants have died and/or wrong plants were planted are being evaluated by Stantec landscape architects. Their report will be reviewed by the L&S Committee before any new plants are purchased. Pine straw availability has been intermittent and therefore Mr. Mumm is buying it when he can and dressing beds accordingly.

OVERVIEW OF BIKE LANES AND SHARROWS

Dr. Chicurel provided an overview and history of the PB Blvd. bike lanes and sharrows, in case this issue is brought up for discussion at the joint PBF/PBSD meeting in January. Ms. O'Brien noted that in a recent PBF survey, the bike lane issue was not brought up by any of our residents.

LICENSE PLATE READERS (LPR's)

Mr. Coleman provided a quote of \$268,000 from Vetted Security Solutions for the installation of 20 license plate readers in 12 PB locations, included in the agenda packet. He noted that the Sheriff's Dept. would be willing to pay for all future maintenance costs of the system. Currently the County has installed eight LPR's in the County, and recently purchased an additional 12. No other community in the County has purchased LPR's. Mr. Coleman commented that LPR's would be located in metal boxes at ground level. He will provide photos of the boxes to the board.

Mr. Fabregas asked whether we have crime statistics to support such a large expenditure, and noted that this system does not address speeders. Dr. Chicurel commented that it is unlikely that the Sheriff's Dept. will be able to provide extra patrols to Pelican Bay in the near future, but that "normal patrols" will continue. He noted that LPR's will be discussed at the joint PBF/PBSD meeting. Ms. O'Brien suggested that we obtain crime data in advance of the joint meeting.

Mr. Swider questioned whether there is any new technology available to detect speeders. Mr. Fogg directed the Landscape & Safety Committee to research this issue.

Mr. Fogg commented that there will be a discussion at the next Budget Committee meeting on how to best use the \$500,000 recently received from FEMA.

SIDEWALK PROJECT UPDATE

Dr. Chicurel commented that after the design plans for Phase II of the sidewalk project are completed, he will work with our engineer and staff to "break down" the project into sections to determine a plan which would allow for construction on streets other than Pelican Bay Blvd. during season. Mr. Jim Carr, consultant with ABB, commented that he will be working with Mr. Duprey on final clarifications for the Phase II design plans, which he expects to be finalized just before Christmas.

WATER MANAGEMENT COMMITTEE

LAKE BANK RESTORATION AND FINANCING OPTIONS

Ms. McLaughlin reported that she recently met with staff to prioritize FY2021 lake bank restoration work. Their recommended priorities include the following ponds: (1) Oakmont 4-1, (2) Community Center 5-1, (3) St. Andrew/Willowbrook/Sand Pointe 3-3, (4) Georgetown 2-5, and (5) Georgetown 2-4. She noted that the next step would be to obtain ABB proposals for lake bank remediation of lakes 5-1, 3-3, 2-5, and 2-4. Mr. Fogg discussed various options of funding lake bank projects via a combination of borrowing and assessment increases.

Mr. Duprey reported that it was recently discovered that a "wall of coconuts" was blocking a Georgetown interconnecting pipe, causing the water level of the lake to rise. Staff has requested a quote from a contractor for maintenance work to prevent this from reoccurring.

Mr. Coleman reported that the PBF hired an engineer to evaluate the Community Center lake bank. Ms. McLaughlin commented that this lake has been moved up on the priority list as it is somewhat unsightly and has high visibility by PB residents. Ms. O'Brien requested that the engineer's evaluation be provided to our board.

Ms. O'Brien suggested that we need to continue pipe evaluation. Mr. Fogg commented that Mr. Duprey is in the process of assessing pipes, which will take several months to complete. Mr. Fogg

noted that Mr. Duprey has indicated that he believes that the interconnector pipes have a longer life than originally thought.

Ms. McLaughlin motioned, Mr. Damouni seconded to recommend that the County Board of Commissioners approves the PBSD participating in the Florida Local Government Finance Program up to \$8 million to be used for replacement of sidewalks, renovations to lake banks and drainage pipelines, and other infrastructure improvement projects within Pelican Bay. The PBSD may convert a portion of the borrowed funds to a longer term, fixed interest loan once the projects are completed. The motion carried unanimously.

CHAIRMAN'S REPORT

TENTATIVE AGENDA FOR THE PBF/PBSD JOINT MEETING

Mr. Fogg commented that the tentative agenda for the PBF/PBSD joint meeting has been provided in the agenda packet. The meeting will be held on Jan. 25 at 9 a.m. at the Naples Grande Beach Resort. Ms. O'Brien suggested that "boater safety signage" be added to the agenda. She also suggested that "joint projects" be discussed at the beginning of the meeting.

OLD BUSINESS

PBSD ELECTION

Ms. Shea commented that the application period is now open and residents may submit applications for the PBSD Board up until Jan. 5. Information on our PBSD election will be included in the PBF e-blast every week until Jan. 5.

COMMITTEE MEETINGS

Mr. Fogg commented that PBSD committee meetings can be held in the Community Center. He intends to schedule a Budget Committee meeting in January.

ADJOURNMENT

The meeting was adjourned at 3:27 p.m.

Michael Fogg, Chairman

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

Pelican Bay Services Division Project Tracking Spreadsheet

1/8/2021

2020 Clam Pass Maintenance Excavation

\$124,000

1/6/2021 - TSI Disaster Recovery completed the work on time and removed equipment from the beach on 1/4/2021. Once the public template was filled, the excess sand was placed on the private beach north of the Pass. Final raking also occurred on 1/4/2021 and a survey to determine quantities was performed on 1/5/2021. Results of survey are pending and a Change Order is expected to account for additional sand. The Foundation will reimburse the County for the sand placed in front of the South Beach facilities.

Street Signs Repair and Replacement (IRMA)

\$527,789.66

1/8/21 - Project completed 6/6/20. Payment Application #6 (Final) to release retainage is pending corrections by Contractor for approval in the amount of \$52,778.96. Insurance proceeds received; FEMA reimbursement pending.

Sidewalk Improvements (Design)

\$325,651.00

1/8/21 – ROW permit issued; SFWMD permit submitted/pending; solicitation packet for construction submission imminent; selection committee for CEI service to meet next week to rank candidates and possibly make selection.

PBSD New Maintenance Facilities

\$193,078.00

1/8/21 –Engineering and architectural plans and permitting documents are being prepared and reviewed; Earth Tech Environmental hired to perform environmental assessment and permitting in the amount of \$7,653

Lake 4-1 (Engineering, design, permitting)

\$127,811.00

1/8/21 - Survey underway in preparation of design plans

**PELICAN BAY
BALANCE SHEET
December 31, 2020
(UNAUDITED)**

	Operating Fund 109	Street Lighting 778	Pelican Bay Landscape, Safety, Lake & Beach Projects 322	Clam Bay Capital Projects 320	TOTAL
ASSETS					
Cash and investments	5,536,142.08	2,075,869.93	5,562,893.91	321,857.41	13,496,763.33
Interest receivable	3,570.27	2,082.57	4,030.71	237.81	9,921.36
Trade receivable, net	-	-	-	-	-
Due from other governments	-	-	136,252.77	-	136,252.77
Total assets	5,539,712.35	2,077,952.50	5,703,177.39	322,095.22	13,642,937.46
LIABILITIES AND FUND BALANCE					
Liabilities:					
Accounts payable	180,348.89	4,105.28	82,263.94	69,696.68	336,414.79
Wages payable	-	-	-	-	-
Retainage payable	-	-	1,418.83	-	1,418.83
Total liabilities	180,348.89	4,105.28	83,682.77	69,696.68	337,833.62
Fund balances:					
Fund balance	5,359,363.46	2,073,847.22	5,619,494.62	252,398.54	13,305,103.84
Total liabilities and fund balances	5,539,712.35	2,077,952.50	5,703,177.39	322,095.22	13,642,937.46
Fund Balance at the end of the period	5,359,363.46	2,073,847.22	5,619,494.62	252,398.54	13,305,103.84
Unspent balance of projects:					
Small projects under \$200K	-	-	210,805.05	-	210,805.05
50066-PBSD Landscape Improvement	-	-	527,677.21	-	527,677.21
50126-Beach Renourishment	-	-	1,078,883.89	-	1,078,883.89
50143-PBSD Field Operation Center Improvements	-	-	298,194.56	-	298,194.56
50154-Hurricane Irma	-	-	606,672.14	-	606,672.14
50178-Sidewalk Maintenance/Enhancement	-	-	205,072.35	-	205,072.35
50211-PBSD OPS BLD	-	-	2,046,570.05	-	2,046,570.05
50212-PBSD PH1-SW	-	-	630,000.00	-	630,000.00
51026-PBSD Lake Bank Restoration	-	-	1,116,271.85	-	1,116,271.85
51100-Clam Bay Restoration	-	-	-	253,228.42	253,228.42
Total unspent balance of major projects	-	-	6,720,147.10	253,228.42	6,973,375.52
Budgeted reserves:					
991000-Reserve for contingencies	124,100.00	-	-	-	124,100.00
991700-Reserve for disaster relief	680,900.00	-	-	-	680,900.00
992090-Reserve for sinking fund	-	-	370,000.00	-	370,000.00
993000-Reserve for capital outlay	300,000.00	90,000.00	-	-	390,000.00
994500-Reserve for future construction and improvement	-	-	-	-	-
998000-Reserve for cash	483,600.00	39,700.00	-	-	523,300.00
Total budgeted reserves	1,588,600.00	129,700.00	370,000.00	-	2,088,300.00
Budgeted commitments at the end of the period	1,588,600.00	129,700.00	7,090,147.10	253,228.42	9,061,675.52
Projected excess (deficit) fund balance	3,770,763.46	1,944,147.22	(1,470,652.48)	(829.88)	4,243,428.32

**PELICAN BAY
INCOME STATEMENT
OPERATING FUND - 109
December 31, 2020
(UNAUDITED)**

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD										
Special assessments	4,224,600.00	4,224,600.00	-	18,968.12	1,921,891.86	1,585,542.83	-	3,526,402.81	(698,197.19)	83.5%
FEMA	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest	24,400.00	24,400.00	-	2,869.99	633.37	-	-	3,503.36	(20,896.64)	14.4%
Miscellaneous	-	-	-	-	-	-	-	-	-	#DIV/0!
Transfers in	34,100.00	34,100.00	-	-	-	34,100.00	-	34,100.00	-	100.0%
Negative 5% of estimated revenue	(212,500.00)	(212,500.00)	-	-	-	-	-	-	212,500.00	
Budgeted carryforward	2,439,400.00	2,452,400.00	-	-	-	-	-	-	(2,452,400.00)	
Total revenues + carryforward	6,510,000.00	6,523,000.00	-	21,838.11	1,922,525.23	1,619,642.83	-	3,564,006.17	(2,958,993.83)	54.6%
EXPENDITURES AND RESERVES										
Personal services										
Salaries, taxes and retirement	1,557,455.00	1,557,455.00	-	38,029.31	119,177.36	180,967.43	-	338,174.10	1,219,280.90	21.7%
Health, dental, life insurance, Short term, lc	418,145.00	418,145.00	313,608.75	3,598.67	-	104,446.25	-	108,044.92	(3,508.67)	100.8%
Total personal services	1,975,600.00	1,975,600.00	313,608.75	41,627.98	119,177.36	285,413.68	-	446,219.02	1,215,772.23	38.5%
Operating										
182601-Lake & Stormwater Management at	-	-	-	-	-	-	-	-	-	#DIV/0!
182602-Lake & Stormwater Management fi	932,800.00	936,300.00	419,615.98	19,908.44	70,779.24	108,342.86	-	199,030.54	317,653.48	66.1%
182900-Right of way beautification	-	-	-	-	-	-	-	-	-	#DIV/0!
182901-Right of way beautification field	1,617,800.00	1,627,300.00	756,035.31	99,197.35	114,953.41	113,126.38	-	327,277.14	543,987.55	66.6%
Total operating	2,550,600.00	2,563,600.00	1,175,651.29	119,105.79	185,732.65	221,469.24	-	526,307.68	861,641.03	66.4%
Capital outlay	160,800.00	160,800.00	147,280.25	48.70	(48.70)	939.03	-	939.03	12,580.72	92.2%
Transfers out	234,400.00	234,400.00	-	1,645.96	38,437.86	54,810.86	-	94,894.68	139,505.32	40.5%
Total expenditures	4,921,400.00	4,934,400.00	1,636,540.29	162,428.43	343,299.17	562,632.81	-	1,068,360.41	2,229,499.30	54.8%
Budgeted reserves										
991000-Reserve for contingencies	124,100.00	124,100.00	-	-	-	-	-	-	124,100.00	
991700-Reserve for disaster relief	680,900.00	680,900.00	-	-	-	-	-	-	680,900.00	
993000-Reserve for capital outlay	300,000.00	300,000.00	-	-	-	-	-	-	300,000.00	
998000-Reserve for cash	483,600.00	483,600.00	-	-	-	-	-	-	483,600.00	
Total reserves	1,588,600.00	1,588,600.00	-	-	-	-	-	-	1,588,600.00	
Total expenditures + reserves	6,510,000.00	6,523,000.00	1,636,540.29	162,428.43	343,299.17	562,632.81	-	1,068,360.41	3,818,099.30	41.5%
EXCESS OF REVENUE OVER EXPENDITURES	-	-	-	(140,590.32)	1,579,226.06	1,057,010.02	-	2,495,645.76	-	

2,863,717.70 Projected Carryforward as of 9/30/20
5,359,363.46 Fund Balance as of 12/31/2020

PELICAN BAY
INCOME STATEMENT
STREET LIGHTING - 778
December 31, 2020
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD										
Current Ad Valorem Taxes	656,400.00	656,400.00	-	1,696.85	280,358.09	257,728.55	-	539,783.49	(116,616.51)	82.2%
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest	17,700.00	17,700.00	-	1,696.62	420.10	-	-	2,116.72	(15,583.28)	12.0%
Insurance refunds	-	-	-	-	-	-	-	-	-	#DIV/0!
Negative 5% of estimated revenue	(33,700.00)	(33,700.00)	-	-	-	-	-	-	33,700.00	
Budgeted carryforward	1,989,400.00	1,991,400.00	-	-	-	-	-	-	(1,991,400.00)	
Total revenues + carryforward	2,629,800.00	2,631,800.00	-	3,393.47	280,778.19	257,728.55	-	541,900.21	(2,089,899.79)	20.6%
EXPENDITURES AND RESERVES										
Personal services										
Salaries, taxes and retirement	86,278.00	86,278.00	-	1,415.01	4,208.40	6,069.52	-	11,692.93	74,585.07	13.6%
Health, dental, life insurance, Short term, long term disability; V	17,322.00	17,322.00	12,991.50	-	-	4,330.50	-	4,330.50	-	100.0%
Total operating	103,600.00	103,600.00	12,991.50	1,415.01	4,208.40	10,400.02	-	16,023.43	74,585.07	28.0%
Operating										
182700-Street Lighting Operations	292,000.00	294,000.00	-	-	-	-	-	-	294,000.00	0.0%
182701-Street Lighting Field Operations	-	-	91,134.67	13,119.88	12,588.62	11,309.70	-	37,018.20	(128,152.87)	#DIV/0!
Total operating	292,000.00	294,000.00	91,134.67	13,119.88	12,588.62	11,309.70	-	37,018.20	165,847.13	43.6%
Capital outlay										
Transfers out	1,400.00	1,400.00	-	-	-	-	-	-	1,400.00	0.0%
Total expenditures	2,093,200.00	2,093,200.00	104,126.17	50.91	5,633.04	520,604.57	-	526,288.52	1,566,911.48	25.1%
Budgeted reserves	2,490,200.00	2,492,200.00	104,126.17	14,585.80	22,430.06	542,314.29	-	579,330.15	1,808,743.68	27.4%
951000-Reserve for Contingencies	9,900.00	9,900.00	-	-	-	-	-	-	9,900.00	0.0%
993000-Reserve for capital outlay	90,000.00	90,000.00	-	-	-	-	-	-	90,000.00	0.0%
998000-Reserve for cash	39,700.00	39,700.00	-	-	-	-	-	-	39,700.00	0.0%
Total reserves	139,600.00	139,600.00	-	-	-	-	-	-	139,600.00	0.0%
Total expenditures + reserves	2,629,800.00	2,631,800.00	104,126.17	14,585.80	22,430.06	542,314.29	-	579,330.15	1,948,343.68	26.0%
EXCESS OF REVENUE OVER EXPENDITURES										
	-	-	-	(11,192.33)	258,348.13	(284,585.74)	-	(37,429.94)		

2,111,277.16 Projected Carryforward as of 9/30/20
2,073,847.22 Fund Balance as of 12/31/2020

PELICAN BAY
 INCOME STATEMENT
 PELICAN BAY LANDSCAPE, SAFETY, LAKE & BEACH PROJECTS - 322
 December 31, 2020
 (UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD										
Special assessments	1,409,200.00	1,409,200.00	-	3,084.12	640,630.62	528,514.28	-	1,172,229.02	(236,970.98)	83.2%
FEMA	-	-	-	516,360.40	-	-	-	516,360.40	516,360.40	#DIV/0!
Interest	13,300.00	13,300.00	-	3,272.87	826.28	-	-	4,099.15	(9,200.85)	30.8%
Insurance refunds	-	-	-	-	-	-	-	-	-	#DIV/0!
Transfers in	2,581,800.00	2,581,800.00	-	-	-	645,450.00	-	645,450.00	(1,936,350.00)	25.0%
Negative 5% of estimated revenue	(71,100.00)	(71,100.00)	-	-	-	-	-	-	71,100.00	
Budgeted carryforward	834,100.00	3,314,870.10	-	-	-	-	-	-	(3,314,870.10)	
Total revenues + carryforward	4,767,300.00	7,248,070.10	-	522,717.39	641,456.90	1,173,964.28	-	2,338,138.57	(4,909,931.53)	32.3%
EXPENDITURES AND RESERVES										
Projects:										
50066-PBSD Landscape Improvement	150,000.00	527,677.21	3,371.00	-	-	-	-	-	524,306.21	0.6%
50103-PBSD Sinage	-	95,971.00	-	-	-	-	-	-	95,971.00	0.0%
50108-Lake Aeration	-	54,588.00	-	-	-	-	-	-	54,588.00	0.0%
50126-Beach Renourishment	515,000.00	1,078,883.89	-	-	-	-	-	-	1,078,883.89	0.0%
50143-PBSD Field Operation Center Improvements	-	298,194.56	-	-	-	-	-	-	298,194.56	0.0%
50154-Hurricane Irma	-	620,860.44	932.74	-	-	14,188.30	-	14,188.30	605,739.40	2.4%
50157-PBSD-Asset Management	-	43,553.00	114.00	-	4,252.00	-	-	4,252.00	39,187.00	10.0%
50158-PBSD Roadway Safety	-	20,945.05	-	-	-	-	-	-	20,945.05	0.0%
50178-Sidewalk Maintenance/Enhancement	20,000.00	242,355.00	188,162.25	13,876.90	-	23,405.75	-	37,282.65	16,910.10	93.0%
50211-PBSD OPS BLD	2,061,800.00	2,061,800.00	178,362.50	-	-	15,229.95	-	15,229.95	1,868,207.55	9.4%
50212-PBSD PH1-SW	630,000.00	630,000.00	-	-	-	-	-	-	630,000.00	0.0%
51026-PBSD Lake Bank Restoration	950,000.00	1,132,741.95	146,435.79	14,540.00	(69.90)	2,000.00	-	16,470.10	969,836.06	14.4%
Total expenditures	4,326,800.00	6,807,570.10	517,378.28	28,416.90	4,182.10	54,824.00	-	87,423.00	6,202,768.82	1.3%
Transfers out	70,500.00	70,500.00	-	61.68	12,812.60	10,570.29	-	23,444.57	47,055.43	33.3%
Total expenditures	4,397,300.00	6,878,070.10	517,378.28	28,478.58	16,994.70	65,394.29	-	110,867.57	6,249,824.25	1.6%
Budgeted reserves	370,000.00	370,000.00	-	-	-	-	-	-	370,000.00	
992090-Reserve for sinking fund	4,767,300.00	7,248,070.10	517,378.28	28,478.58	16,994.70	65,394.29	-	110,867.57	6,619,824.25	8.7%
Total expenditures + reserves	4,767,300.00	7,248,070.10	517,378.28	28,478.58	16,994.70	65,394.29	-	110,867.57	6,619,824.25	8.7%
EXCESS OF REVENUE OVER EXPENDITURES	-	-	-	494,238.81	624,462.20	1,108,569.99	-	2,227,271.00	-	-

3,392,233.62 Projected Carryforward as of 9/30/20
5,619,494.62 Fund Balance as of 12/31/2020

PELICAN BAY
 INCOME STATEMENT
 CLAM BAY CAPITAL PROJECT FUND - 320
 December 31, 2020
 (UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD										
Special assessments	188,000.00	188,000.00	-	776.17	84,711.49	69,886.19	-	155,373.85	(32,626.15)	82.6%
Interest	100.00	100.00	-	193.31	44.63	-	-	237.94	137.94	237.9%
Transfer in	-	-	-	-	-	-	-	-	-	#DIV/0!
Negative 5% of estimated revenue	(9,400.00)	(9,400.00)	-	-	-	-	-	-	9,400.00	0.0%
Budgeted carryforward	14,700.00	196,239.52	-	-	-	-	-	-	(196,239.52)	
Total revenues + carryforward	193,400.00	374,939.52	-	969.48	84,756.12	69,886.19	-	155,611.79	(219,327.73)	41.5%
EXPENDITURES AND RESERVES										
Projects:										
51100-Clam Bay Restoration	150,000.00	331,539.52	61,482.07	5,276.92	5,390.00	67,644.18	-	78,311.10	191,746.35	42.2%
Total operating	150,000.00	331,539.52	61,482.07	5,276.92	5,390.00	67,644.18	-	78,311.10	191,746.35	42.2%
Transfers out	43,400.00	43,400.00	-	15.57	1,694.23	35,497.72	-	37,207.52	6,192.48	85.7%
Total expenditures	193,400.00	374,939.52	61,482.07	5,292.49	7,084.23	103,141.90	-	115,518.62	197,938.83	47.2%
Budgeted reserves										
991000-Reserve for contingencies	-	-	-	-	-	-	-	-	-	-
998000-Reserve for cash	-	-	-	-	-	-	-	-	-	-
Total reserves	-	-	-	-	-	-	-	-	-	-
Total expenditures + reserves	193,400.00	374,939.52	61,482.07	5,292.49	7,084.23	103,141.90	-	115,518.62	197,938.83	47.2%
EXCESS OF REVENUE OVER EXPENDITURES										
	-	-	-	(4,323.01)	77,671.89	(33,255.71)	-	40,093.17	-	-

212,305.37 Projected Carryforward as of 9/30/20
 252,398.54 Fund Balance as of 12/31/2020

Clam Bay Update-January 2021

Clam Bay. The 2020 Clam Bay report was received in December. Among the findings is that the mangroves are continuing to recover following the damage incurred during Hurricane Irma. Only one of 21 mangrove monitoring plots had a score less than it did in previous monitoring since Irma. Photos taken in 2018, 2019, and 2020 in four areas that sustained significant Irma-related damage also document this improvement. Earth Tech Environmental, PBSD's consultant, added nine drone monitoring stations in Clam Bay to ensure that the entire mangrove forest is monitored each year to identify any stressed mangroves. Four relatively small areas of stressed mangroves were identified in 2020, and these areas will need to be closely monitored in 2021. Earth Tech's efforts to target annual hand-dug channel maintenance work to areas that will benefit the most from debris removal is a major plus. Hopefully the first phase of a plan to remove scaevola will begin in 2021. This type 1 exotic is primarily in the coastal scrub, habitat of about 75 gopher tortoises. The estimated area of scaevola is about 1.1 acre.

Clam Pass. Section A and part of Section B were dredged in December 2020. The amount of sand removed was significantly more than the expected 5000 cubic yards of sand. Most of the sand dredged from the Pass was placed and graded on the beach north of Clam Pass. A change order will be done to compensate the contractor for the additional work needed, and additional funding from TDC will be requested. The PBF will pay for the sand placed on PB's beach. Hopefully this dredging event will result in adequate flow in and out of Clam Pass so that the Pass will not need to be dredged in the near future. The 2020 Physical and Tidal Monitoring Report is expected on March 22.

Boat Safety Signage. Work with Collier County Coastal Zone Management Division will continue so that the signs, per FL statute, for which Clam Bay is eligible will be put in Clam Bay.

Water Quality. Results for October through December 2020 have not been received from the County Lab. The 2020 report is expected on March 22.

Total phosphorus. From January through September 2020 only 31% of TP samples in Clam Bay were out of compliance. While this is more than the 15% that is allowable, it is significantly better than in 2019 when 82% of samples for TP were out of compliance.

Copper. Only three of 81 samples for January through September 2020 exceeded the allowable limit which is very good.

Clam Bay Committee. The next Clam Bay Committee meeting will be at 1:30PM on March 30, 2021.

Prepared by Susan O'Brien
January 7, 2021

LANDSCAPE & SAFETY COMMITTEE REPORT

1. **PAVERS** - Repair and/or replacement of crosswalk pavers will take place between Jan.18th and Feb. 5th.
2. **SIDEWALKS** - CEI (Construction Engineering Inspection) presentations are planned for Jan.11th.
 - The Phase I construction timeline is holding steady with a target start in April 2021.
 - Phase II preliminary design work is 75% completed.
3. **TRAFFIC STUDIES** - will be conducted on Jan. 20th for the "San Marino" Crosswalk flashing lights and the 3-way stop at Hammock and Pelican Bay Blvd.
4. **SIGNS** - The RFQ is on target for release on Jan. 20th

Submitted By: Joe Chicurel, Landscape & Safety Cte. Chairman

DID YOU KNOW? The sidewalks in Pelican Bay are Collier County multi-use sidewalks; both bicycles and pedestrians can use our sidewalks.

BICYCLES MUST ALWAYS YIELD TO PEDESTRIANS.
IT IS FOR SAFETY AND IT IS THE LAW



DID YOU KNOW? The **outside traffic lanes** on Pelican Bay Blvd. and Gulf Park Dr. are **SHARROW LANES.** **Bicycles can use the entire lane.** *This is State Law.*



DID YOU KNOW ? When passing a bicycle on Pelican Bay roads and all roads in Florida, there must be **3 feet separation** between your car or truck and the bicycle you are passing. **IT'S FLORIDA STATE LAW !**



07/09/2019

EXECUTIVE SUMMARY

Recommendation to authorize a capital contribution of \$500,000 per year for a period of ten years to replace and transfer maintenance of sidewalks, and certain drainage outfalls to the Pelican Bay Services Division in perpetuity.

OBJECTIVE: To authorize Pelican Bay Services Division ("PBSD") to assume responsibilities for the replacement of existing county sidewalks and stormwater maintenance within Pelican Bay with a finite County capital contribution for construction and maintenance.

CONSIDERATIONS: The Pelican Bay Services Division ("PBSD") Municipal Service Taxing and Benefit Unit ("MSTBU") of Collier County, Florida was established by Collier County Ordinance 2002- 27, as amended, for the purpose of providing street lighting, water management, beach renourishment, ambient noise management, extraordinary law enforcement service and beautification, including but not limited to beautification of recreation facilities, sidewalk, street and median areas, identification markers, the maintenance of conservation or preserve areas including the restoration of the mangrove forest preserve and to finance the landscaping beautification of only that portion of U.S. 41 from Pine Ridge Road to Vanderbilt Beach Road.

Historically, Collier County Road and Bridge Maintenance Division has maintained the asphalt sidewalks in Pelican Bay. Due to aging infrastructure and tree roots intrusions, the existing sidewalks that were originally built in the early 1980's have reached the end of their service life and can no longer be repaired adequately to the desired standards of the community. The current budget is insufficient to replace the existing asphalt sidewalks with concrete sidewalks as desired by the Pelican Bay community. An engineering analysis of probable cost for concrete sidewalk replacement in Pelican Bay is approximately \$6 million dollars.

Additionally, the County prepared an inventory of Pelican Bay roadway or public drainage facilities and easements and identified 86,055 linear feet of pipes and culverts throughout the Pelican Bay community. Of this piping, approximately 51,630 linear feet is owned and maintained by the County, and 34,425 linear feet is owned by Pelican Bay. PBSD and other County staff identified 7,696 linear feet of pipe that exists outside of the right of way that will be assumed by PBSD maintenance to avoid conflicts with community property. The portion of the drainage system being transferred over to PBSD is in fair condition and will be rehabilitated systematically over the coming years.

In anticipation of obtaining long-term financing for a Capital sidewalk replacement project and assumption of drainage outfalls defined in this agreement, the project as currently conceived would be implemented in three phases to be constructed over three fiscal years beginning in Fiscal Year 2020.

This proposal provides Pelican Bay the certainty they desire in achieving the level of service the community expects with respect to sidewalks. It also allows the PBSD to handle encroachments in the drainage easements between homes with a higher level of discretion than the County allows. The transfer of assets will be memorialized in current and future budget documents by reference to the attached resolution. This item was presented to the PBSD Board on May 8, 2019 and was approved unanimously.

The Director of Corporate Finance and Management Services provided loan options for up to \$20 million to be paid back by way of debt service. Collier County would contribute \$500,000 per year over the amortized life of the debt, not to exceed 10 years. Collier County would also contribute an additional \$20,000 per year in perpetuity to be utilized for maintenance or enhancements to make the sidewalks

07/09/2019

compliant with ADA standards and to reduce liability. The proposed loan option for up to \$20 million would provide funding for the sidewalk and drainage system improvements outlined herein and would also provide funding for other capital improvement projects being planned in the community, including lake bank erosion control improvements throughout the community and the expansion and renovation of the PBSD maintenance and operation facility.

FISCAL IMPACT: This asset exchange proposal is predicated on the Pelican Bay Services Division (PBSD) receiving from the County over a ten (10) year period \$500,000 annually which would be budgeted as a transfer from the Unincorporated Area General Fund (111). A second important component of this asset exchange is providing the PBSD with authorization to proceed with financing up to \$20,000,000 with proceeds to be used to replace, rehabilitate and construct new infrastructure described in this executive summary.

Preliminary discussions on a plan of finance has occurred with the County's bond counsel, the County's financial advisor and the County Attorney along with members of the County's Finance Committee. Final discussions would occur after receiving Board direction. Based on discussions to date, the preferred financing structure would contain the following components;

- Competitively solicited bank loan
- Amortization ranging from seven (7) to ten (10) years
- Provision for periodic draws based upon funding requirements and timing
- Stand-alone PBSD credit with no County backstop provision in loan agreement (like CRA debt)
- Assessment revenue pledged as repayment source
- PBSD credit profile positive given history of assessment collections at 96% plus
- No PBSD referendum required when pledge is assessment revenue

This preliminary financing profile was discussed with members of the PBSD Board and received positive consideration. Preliminary calculations on this financing is shown as an attachment to this executive summary.

GROWTH MANAGEMENT IMPACT: This item complies with the Collier County Growth Management Plan.

LEGAL CONSIDERATIONS: This item has been reviewed by the County Attorney, is approved as to form and legality, and requires a majority vote for Board action. -JAK

RECOMMENDATION: That the Board of County Commissioners authorize a capital contribution of \$500,000 a year for a period of ten years to replace and transfer maintenance of sidewalks, and certain drainage outfalls to the Pelican Bay Services Division in perpetuity.

Prepared by: Lisa Jacob, Interim Operations Manager, Pelican Bay Services Division

ATTACHMENT(S)

1. Resolution PBSD Sidewalks and Stormwater (PDF)

**Pelican Bay Services Division Board Regular Session
March 6, 2019**

Office on Friday, March 8 and will discuss processing a budget amendment to correct this. Mr. Dorrill also commented on "other contractual services" showing over budget in FY19. This relates to the Gulf Park Dr. median-cut project; the project is in the process of being capitalized.

Ms. O'Brien commented that the purchase of our new beach rake was charged to our beach renourishment fund. She suggested that these funds have been reserved exclusively for the purpose of future beach renourishment, and that the beach rake should be charged to a more appropriate budgetary line item. Mr. Dorrill and Mr. Streckenbein agreed.

Mr. Shepherd motioned, Mr. Cravens seconded to accept the February financial report. The motion carried unanimously.

COMMITTEE REPORTS

CLAM BAY REPORT

Ms. O'Brien provided her March 2019 Clam Bay update in the agenda packet. She highlighted (1) tidal ratios look very good (2) the 2018 Water Quality Report has been received and will be discussed at the 3/7/19 Clam Bay Committee meeting.

LANDSCAPE & SAFETY REPORT

Dr. Chicurel reported that the Landscape & Safety Committee met on Feb. 21, and the following items were discussed.

1. The sidewalk replacement project occupied most of the meeting's agenda. The chairman gave a presentation outlining the county, state, and ADA standards for sidewalks, and the history of the sidewalk issue in Pelican Bay. Two slide presentations helped visualize the condition and the disrepair of the present asphalt sidewalks and how altering the County standards of 6-foot wide sidewalks with 5 foot segments and a meandering design would eliminate utility and hardwood tree conflicts. This flexibility resulted in only one hardwood tree needing to be removed instead of 7 hardwoods that the preliminary engineering study and cost opinion had indicated. The committee passed unanimously a motion to recommend to the full PBSB Board that the board fund a detailed engineering design plan, with specs and surveys. Mr. Dorrill reported that staff was preparing an Executive Summary to memorialize a cost sharing agreement with Collier County to replace and then maintain the County owned sidewalks (\$250,000 and \$50,000 respectively).

2. Cpls. Wroblewski and Lancia of the CCSO were in attendance and informed the committee that the CCSO is cracking down on speeding in Pelican Bay with increased patrols and presence.

3. Mr. Cravens asked that the plants causing a dangerous "line of sight" issue at the Pebble Creek crosswalk when going north on PB Blvd. be removed. Mr. Dorrill indicated that would be done immediately.

WATER MANAGEMENT COMMITTEE

Mr. Cravens commented on issues discussed at the 2/19/19 Water Management Committee meeting. Highlights on these issues included the following.

- Work has been completed in the drainage easement between the Dorchester and Grosvenor, including pipe cleaning. Ms. Denise McLaughlin commented on a "large open swale" in this area. Mr. Dorrill commented that he will ask our engineers to explore the possibility of "closing the top" of this swale.

- Drainage improvements have been completed in Georgetown.



Pelican Bay Sidewalk Improvement Phasing Plan

- Phase 1 (33%)
- Phase 2 (35%)
- Phase 3 (32%)



Legend

- 2020
- 2003 Base Aerial

Pelican Bay Lake 4-1 Aerial Erosion Exhibit

DRAFT PBF/PBSD JOINT MEETING AGENDA INDEX

1. Call to order and Pledge of Allegiance
2. Opening remarks - Chairmen
3. Approval of Agenda
4. Joint Projects
 - a. Beach Reinforcement (ACOE project) - PBSD
 - b. Number Plate Readers - PBSD
 - c. Traffic Safety – PBF
 - d. Sun Trust Lease – PBSD
 - e. Oakmont Lake Restoration and Footpath Replacement – PBSD
 - f. Boater Safety Signage in Clam Bay - PBSD
5. PBF Projects
 - a. Community Center Expansion
 - b. Pickleball
6. PBSD Projects
 - a. Operations Center
 - b. Lake Bank Restoration
 - c. Sidewalk Replacement
 - d. Clam Pass Dredging
 - e. Beach Renourishment
7. Financing and Assessment Projections
 - a. PBF
 - b. PBSD
8. Adjournment