

**MINUTES OF JOINT WORKSHOP
BAYSIDE IMPROVEMENT AND BAY CREEK COMMUNITY DEVELOPMENT DISTRICTS
AND THE PELICAN LANDING COMMUNITY ASSOCIATION LANDSCAPE COMMITTEE**

The Pelican Landing Community Association Board of Directors and Board of Supervisors of the Bayside Improvement and Bay Creek Community Development Districts held a Joint Workshop on Monday, January 28, 2019 at 1:00 p.m., at the Pelican Landing Community Association Offices Center, 24501 Walden Center Drive, Bonita Springs, Florida 34134.

For Bayside Improvement CDD:

Walter McCarthy	Chair
Bernie Cramer	Vice Chair
Jim Nicholson	Assistant Secretary
William J. Nicholson	Assistant Secretary
John Crew	Assistant Secretary

For Bay Creek CDD

Robert Travers	Assistant Secretary
James Janek	Assistant Secretary
Donald McBride	Assistant Secretary

For Pelican Landing Community Association

Marvin Hancock	PLCA Treasurer
Tom Dryden	PLCA Secretary
Joanne Ribble	PLCA Board Member
Clyde Knowles	PLCA Board Member

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Doug Kucera	Field Manager
Gail Gravenhorst	Resident/Landscape Committee
Cathy Avenatti	Resident/Landscape Committee
Peaches	Resident/Landscape Committee

FIRST ORDER OF BUSINESS

Call to Order/Pledge of Allegiance

Mr. McCarthy called the workshop to order at 1:00 p.m. All attendees recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Roll Call

For Bayside Improvement Community Development District, all Supervisors were present, in person. For Bay Creek Community Development District, Supervisors Travers, Janek and McBride were present, in person. Supervisors McVay and Glueck were not present at roll call. For Pelican Landing Community Association, Board Members Ribble, Hancock, Knowles and Dryden were present in person.

As to the rules of engagement, Mr. McCarthy stated, discussion will be limited to between the PLCA Board, CDD Boards and Staff as needed. No public input will be allowed during the meeting.

Mr. Cramer thanked Mr. Hancock for circulating information about Lee County's efforts regarding water retention and other plans to improve the community and hoped that other Board Members would become more interested in water policies. The City of Bonita Springs will host an event on this topic at the High School and are expecting several people from around the County to attend. He suggested that Cheryl circulate the information to all property owners and urged all Board Members to work together and support these efforts, as they are recognized as leaders in the community.

THIRD ORDER OF BUSINESS

PLCA Board/CDD WORKSHOP

A. Landscaping Maintenance

Ms. Ribble reported the following:

- The Board received positive feedback regarding weekly maintenance of the berm and was pleased about it.
- PLCA Members perform weekly walkthroughs of the Pennyroyal Berm and finger streets to inspect how the landscaping is being maintained and there are no complaints thus far.

- The PLCA hopes to maintain good communication and cooperation with the CDDs with regard to its future landscaping decisions; CDD Board Members are welcome to attend PLCA meetings and sit in on the interviews for the Landscape Architect.
- Several interviews occurred and the Landscape Committee is reviewing the results and hopes to have a recommendation in time for the February PLCA Board meeting; all the candidates are agreeable with working with the CDDs.
- No new landscape projects will commence until a new Landscape Architect is hired.

Mr. Dryden stated that the interviews were very impressive and the Committee is in unanimous agreement regarding the top candidates. The three projects that the Committee previously voted to fund are the Pennyroyal Berm, the Kayak Park Circle and Pelican Sound Drive and, in light of the current hiring process, the Committee will not proceed with the latter two projects because it desires the input of the Landscape Architect. Discussion ensued regarding the Maintenance Agreement between the PLCA and the CDDs, inspections, turnover and prospective landscape architects. Mr. Adams stated that he is in the process of codifying the physical acceptance of the berm and the finger streets and hopes to finalize the document this week, along with a checklist, photographs and the follow up adjustments that were made. Ms. Ribble stated, at a recent meeting, residents voiced their opinions that there is a flurry of landscape activity when the snowbirds are in town but very little activity during the summer, when it is only the permanent residents. Mr. Adams stated that, although it appears that way, Staff is catching up, making adjustments and getting crews on a schedule. Once the Pennyroyal Berm project is completed, along with trimming along Spring Creek Road, future projects will go on rotation. Management is on the verge of implementing a software program that will help organize all of that. Staff recently attended a web-based live demo and is eager to implement the program, which will be fully-integrated and accessible to Board Members, residents; a select few will be granted Administrative rights wherein they can make changes and set schedules. The best part of the new software program is its ability to generate reports.

FOURTH ORDER OF BUSINESS

OPEN DISCUSSION

A Board Member noted that a new website will soon be operational with a link to the CDDs and asked if it could contain Board Member and Staff contact information for residents to call in an emergency. Mr. Adams stated that there is a general number that residents can call and security has the phone numbers of key individuals; Management will ensure that Security has those numbers. The Boards and Staff conferred about the sprinklers, watering schedule, what to do in the event of a water main break, fertilizer, the Pennyroyal Berm, the main fountain, realtors and the importance of good communication. Ms. Ribble suggested alerting Cheryl to publicize the watering schedules. The Boards should coordinate and work with Cheryl to make sure that people are notified. As to realtors, the consensus was for the Boards to maintain good relationships and coordinate with them to promote the sale of properties.

Ms. Ribble stated that, depending on who is hired for the Landscape Architect position, the issue of tree removal will be revisited, as some of the tree canopies are terribly overgrown. She asked if the CDDs would still assist with funding for tree removal. Mr. Adams replied affirmatively. Discussion ensued regarding tree overhangs on Pennyroyal and preparations for hurricane season. Mr. Dryden voiced amazement at how many long-time residents were unaware of the CDDs' role in the community and offered to coordinate with the CDD Boards to circulate a monthly or quarterly communiqué to residents. Discussion ensued regarding the newsletter, the low number of residents who access the website and the high number of customer service emails to Staff.

Regarding seasonal plantings, Mr. Adams stated that, currently there are two flower change outs; Management will revisit the budget to revert back to three change outs. The Boards and Staff discussed Mr. Spencer, the flowers in The Brooks, the Landscape Committee, reducing the size of the flowerbeds, the importance of maintaining the original Florida Style of the community and the selection criteria for the Landscape Architect. A Committee Member stated that the Landscape Committee narrowed the candidates to three; voting is done fairly and individually and the process has been very cohesive and smooth. At a meeting tomorrow, final questions will be established to pose to the top three finalists and the CDD Board Members are welcome to attend.

Mr. McCarthy commented that the Boards are entwined in a lot of ways and it is imperative that they stay engaged and involved, in terms of the budgets, realtors and landscape enhancements. He expressed his appreciation to the PLCA Board Members for their attendance and willingness to collaborate with the CDDs, while observing the Sunshine Laws, and hoped that open communication between the Boards would continue in the form of the workshops. He urged the meeting attendees to contact him with any questions or concerns.

FIFTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the workshop adjourned at 1:53 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

THE PLCA LANDSCAPE COMMITTEE
& BAYSIDE IMPROVEMENT & BAY CREEK CDDS

January 28, 2019

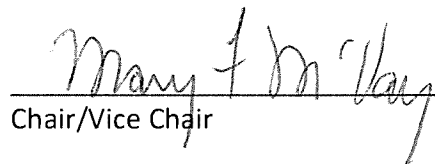
FOR BAYSIDE IMPROVEMENT:


Secretary/Assistant Secretary


Chair/Vice Chair

FOR BAY CREEK:


Secretary/Assistant Secretary


Chair/Vice Chair