



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103
Naples, FL 34113

Minutes

December 19, 2019

I. Call to Order

Chairman Branco called the meeting to order at 2:10 PM. A quorum was established.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice-Chair; Linda Jorgensen; Jacalyn Lowry; Kathleen Slebodnik

County: Michelle Arnold, PTNE Director (Excused); Dan Schumacher, Project Manager

Others: Michael McGee – McGee & Associates

Gary Gorden – Superb Landscape Services

III. Approval of Agenda

Ms. Lowry moved to approve the December 19, 2019 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: Item V. Chairman's Report - B. Contract Meeting with Superb Landscape Services.

Change: Next Meeting Date January 16, 2020.

Second by Ms. Dammert. Carried unanimously 5 - 0.

IV. Approval of Minutes – November 21, 2019

Ms. Dammert moved to approve the minutes of the November 21, 2019 Lely Golf Estates

Beautification M.S.T.U. meeting as presented. Second by Ms. Lowry. Carried unanimously 5 - 0.

V. Chairman's Report – Tony Branco

A. Community Assessment

- Overall appearance of the medians is good.
- Geraniums planted at the front entrance require liquid fertilizer to enhance blossoming.
- Holiday light installations at the Saint Andrews Boulevard entrance are attractive; bows on the west side monument are faded. *Mr. Schumacher will photograph the decorations and evaluate whether to replace discolored bows.*
- The initial holiday lighting arrangement on Doral Circle was modified. *An extension cord was added, an accidentally cut section was repaired and fuses were changed.*
- One of the solar lights at the Pinehurst entrance was malfunctioning, a replacement was obtained & will be installed tomorrow.
- Members have not observed school bus transportation pick-up on the Forest Hill Blvd Right of Way (ROW) at Augusta Blvd. to support installation of a "Madison" style bench as requested by the Lely Homeowners Association. *Ms. Lowry will solicit input from Lisa Garrity, President of the Lely HOA, to determine the bus stop location and confirm suggested bench placement.*
- Shrubbery at the Pebble Beach Blvd. golf cart crossing requires pruning. *Mr. Schumacher submitted pictures and diagrams to the superintendent of the Hibiscus Golf Course*

MINUTES

- requesting the hedge be trimmed to align with the MSTU hedges. MSTU landscape services may perform maintenance if the golf club does not correct the situation.*
- Nine (9) landscape items on McGee & Associates summary report are over two years old; four (4) exceed twelve months and fourteen (14) six months or more.
 - Tuscany Villa's property manager was contacted to convey concern regarding the use of Italian Cypress planting to camouflage the diesel generator by the newsstand on St. Andrews Boulevard.

Noting the plant selection was approved by Collier County, the manager recommended the MSTU's request for an alternative plant species be submitted in writing to Tuscany Villa management.

Mr. Branco requested Staff send a letter to Tuscany Villa management composed on Collier County letterhead requesting an alternative plant material to Italian Cypress be installed to camouflage the generator.

Mr. McGee recommends Podocarpus, Mast Tree or Syzgium Paniculatum "Myrtifolia" as specified in his summary report dated 12.5.19.

B. Contract Meeting with Superb Contract Landscape Services.

Mr. Branco, Ms. Arnold, Mr. Schumacher and Mr. Kindelan, Superb Landscape Services, met to discuss initiatives to improve Superb Landscape Services' performance.

- Mr. Schumacher and Mr. Gorden will communicate prior to the community drive through to emphasize and prioritize landscape items to be addressed based on by McGee & Associates monthly report.
- Mr. Branco requested this meeting be summarized in writing to document action points.

VI. Contractor Reports

A. Landscape Architect's Report – McGee & Associates (M&A)

Mr. McGee summarized the "*Lely Golf Estates Landscape Observation Report FY19-20*" dated December 5, 2019.

Saint Andrews Boulevard

- Medians #'s 6 and 9: Plumbago beds have declining foliage and require treatment for Thrips.
- Median #12: Replace one (1) Crape Myrtle damage by an auto accident.

Pinehurst Entrance Signs

- Crown of Thorn beds have been removed and replaced with Perennial Peanut.

Doral Circle E R/W & West R/W & Rattlesnake Hammock Road

- Stones continue to fall from the Doral bridge. Superb Landscape will replace recovered stones with liquid nails. *Staff will research availability of original plans to identify the contractor and product specifications for replacement.*
Mr. McGee will check to see if he has stone replacement pieces available.
- Pressure clean bridge wall and sidewalk pavers and treat with Wet & Forget product.
- Apply polymer sand to large open joints between pavers and valley gutter to fill large gaps (safety issue). *Item was approved by the Committee on May 16, 2019.*

MINUTES

Pebble Beach Boulevard

- Median #19: Recommend ten (10) additional one-gallon size Perennial Peanut plants be planted on the east end.

Irrigation

- Wet check on December 16, 2019 overall was normal but Median #19 should be monitored.

Water Usage

Warren Street Water Use for November 2019 was 140,015 gallons of reuse; Valley Stream 8,920 potable gallons.

Curbs

Mr. Schumacher will update the Committee on the status of the entity responsible for curb repairs at the January 2020 meeting.

B. Landscape Maintenance Report – Superb Landscape Services (SLS)

Mr. Gorden reported:

- Seasonal flowers installed at the St. Andrews Blvd. front entrance Median #1 and Doral Circle will be treated with liquid fertilizer.
- Bougainvillea's and Firebush will be fertilized.
- Seed pods have been pruned from palms.
- Mulch will be installed on receipt.

Mr. Schumacher will order mulch for delivery to Superb Landscape Services from "GoMulch." Estimated delivery time is ten to fourteen (10 – 14) days.

VII. Project Managers Report - Dan Schumacher

A. Budget Report

Mr. Schumacher summarized the "*Lely MSTU Fund Budget 152 dated December 19, 2019*" for information purposes and provided an overview of the budget noting:

- FY-20 Ad Valorem property tax revenue budget is \$286,300.00, an increase of 5.93% over FY19. The Millage rate is 2.000 mils.
- Total revenue FY-20 is \$694,987.69 including investment interest, transfers and contributions (minus a 5% reserve of \$14,500).
- Current Operating Expense Budget is \$226,500.00 of which Commitments total \$158,754.42; \$16,284.13 is expended.
- Uncommitted Operating Expense funds available are \$51,461.45.
- Purchase Orders "rolled over" to the FY-20 Budget reflect balances as follows:

Line 36, Improvements General

Lykins-Signtek for renovation of the Lely Gateway Monument Refurbishment in the amount of \$47,062.00.

Florida Irrigation Supply Inc. (FIS) for HydroPoint Controls to upgrade the irrigation system in the amount of \$755.69.

Superb Landscape Service for HydroPoint testing and installation in the amount of \$2,590.00.

Hart's Electrical in the amount of \$3,029.47 for HydroPoint ground rods installation.

- The Collier County contract with Florida Irrigation Supply (FIS) has expired. The County opted to "piggyback" off the Lee County contract which includes two contractors, FIS and

MINUTES

SiteOne Landscape Supply. Purchase Order balances for both vendors are recorded on Line 25, Site One \$2,000.00; FIS \$1,826.31.

- The FY-19 fund transfer from Capital Outlay Funds to Operating Expense was credited back in the FY-20 budget. A budget amendment, subject to Board of County Commissioners (BCC) approval, will be requested to move the funds back into the Operating Expense category.
- Improvements General Fund, Line 36, reserved to fund capital projects, available balance is \$201,449.47.
- Reserves for Insurance and Catastrophic/Hurricane funds total \$150,000.00. A request to consolidate the two categories into a single “fixed” dollar amount entitled *Reserves for Insurance* has been submitted to the County Budget Office for the FY-20 budget; the request is not yet resolved.
- Total available balance, less committed expenses, is \$460,526.03.

B. Lighting Inspection Report

The Lely M.S.T.U. Lighting Inspection summary dated December 5, 2019 indicated one outage at the Saint Andrews/ US 41 exit sign. *Hart’s Electrical has invoiced the repair.*

C. Plant and Tree Replacements

Mr. Schumacher reported on the circumstances delaying the landscape installation:

- The Purchase Order for the 2019 budget amendment, approved by the Board of County Commissioners (BCC), to transfer funds from the Capital Outlay Budget to Operating Expense to fund landscaping replacements, expired and the funds were credited back to the FY-20 Capital Outlay budget. **Mr. Schumacher** will submit a request to the BCC for approval to transfer the funds from Capital Outlay, Line 37, to Landscape Incidentals, Line 19.
- The principal Quote Work the MSTU is utilizing is E1105611, presented to the Committee on July 18, 2019.
- The HydroPoint irrigation upgrade project for three roadways delayed plant and tree installation. Adequate functioning of the HydroPoint system was verified the end of October.
- Superb Landscape is in the process of ordering materials based on a Notice to Proceed (NTP).
- The final quote including the addition of one Crape Myrtle, will be distributed to members for review.

D. Street & Traffic Signs

- Several STOP, Speed Limit and Pedestrian Symbol signs required for the Lely community will be paid for by Traffic Operations.
- Mr. Schumacher met with the Lykins-Signtek staff twice to confirm sign placement locations.
- All but two street name signs on Doral Circle have been replaced.
- Permit has been granted by the Procurement Division and Clerks Office to manufacture decorative signs.

E. Non-Potable Water Signs

Municipal Supply & Sign Co. produced the “*Reclaimed Water*” signs for the City of Naples.

MINUTES

Based on the specifications provided, **Mr. Schumacher** will solicit a quote(s) from County approved sign companies to replace six (6) deteriorated Reclaimed Water signage on Lely medians with the decorative sign style utilized by the City of Naples.

VIII. Old Business

A. Refurbishment of St. Andrews Entryway Monuments

Based on an initial Structural Engineering review provided by Lykins-Signtek, reinforcement of the proposed monument design structure was recommended to ensure compliance with current wind mitigation standards.

Mr. McGee contacted a structural engineer at Bridging Solutions for recommendations on how to proceed.

Mr. Schumacher will contact the county Sign Review office and Structural Plans Review office to ascertain the extent of the engineering review required and whether an accessible waiver process exists.

IX. New Business

A. Flags Saint Andrews Entrance

Mr. Schumacher will replace the State and American flags at the entrance to Saint Andrews Boulevard.

X. Committee Member Comments

Discussions ensued regarding the excessive speed at which vehicles travel through the Lely community. Vice-chair Dammert suggested signage that displays vehicle speed and referenced their effectiveness in another community.

XI. Public Comment

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:25 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**

Tony Branco, Chairman

The Minutes were approved by the Committee on _____, 2020, as presented _____, or as amended _____.

MINUTES

NEXT MEETING:

JANUARY 16, 2020 – 2:00 PM
COLLIER COUNTY LIBRARY
EAST NAPLES BRANCH
8787 TAMiami TRAIL EAST
NAPLES, FL 34113
(239) 775-5592