



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103
Naples, FL 34113

Minutes

February 15, 2018

I. Call to Order

Chairman Branco called the meeting to order at 2:05 PM. A quorum was established.

II. Attendance

Members: Tony Branco - Chair, Robert Slebodnik – Vice Chair, Kathleen Dammert, Linda Jorgensen, Vacancy

County: Dan Schumacher - Project Manager

Others: Mike McGee - Landscape Architect; Wendy Warren - Juristaff

III. Approval of Agenda

Ms. Jorgensen moved to approve the Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Move: Item VIII. Project Managers Report - A. Election of Officers to Item IX. Old Business- E.

Add: Item VIII. Project Managers Report - H. Community Survey

Item VIII. P project Managers Report - I. Pinehurst Golf Course Crossing.

Second by Mr. Slebodnik. Carried unanimously 4 - 0.

IV. Approval of Minutes – January 18, 2018

Ms. Jorgensen moved to approve the minutes of the January 18, 2017 as amended:

*Page 5, Item VIII. D. – Project Manager’s Report: Lely HOA Sign Replacements: from “...Mr. Oliveri, of Community Signs and Mailboxes, was invited to attend an M.S.T.U. meeting to verify project instructions received from the Homeowners Association and present the plan for replacement of signage)...,” to ...Mr. Oliveri, of Community Signs and Mailboxes, was invited to attend an M.S.T.U. meeting to verify project instructions received from the Homeowners Association and present the plan for replacement of signage. **No reply was received from Mr. Oliveri or Community Signs and Mailboxes...**.”*

*Page 7. Item X. A. (2) – Project Proposals for the FY-18 Year: from “...One replacement pole has been installed)...,” to ...One replacement pole has been installed **by FPL and Treasure Point...**.”*

Second by Mr. Slebodnik. Carried unanimously 4 - 0.

V. Chairman’s Report – Tony Branco

Chairman Branco reported on the community tour with Mr. Schumacher and Mr. Gorden as follows:

A. Post Irma Status

Landscaping

- Mulch application improved the appearance of the medians; Treasure Point needs to be done.
- A solution for control of aquatic vegetation maintenance in the canal should be developed.
- CLM will apply treatment for insect infestation.
- Chairman Branco submitted a photograph to **Mr. Schumacher** and **Judy Kee** of a crosswalk sign on Saint Andrews previously reported missing.
- A test to verify sufficient availability of reclaimed water for the irrigation system should be conducted.

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Chairman Branco invited Advisory Committee members to share their ideas and concerns.

B. Damaged Street & Traffic Signs

This item was discussed under VIII. D – Project Manager’s Report.

VI. Landscape Architects Report – McGee & Associates

A. Summary, Detail

Mr. McGee summarized the “*Lely Golf Estates Landscape Observation Report*” FY17-18 dated February 5, 2018 noting the report identifies items to address when the Committee is ready to discuss replacements.

Irma Tree Replacements

Mr. Schumacher will compile the data for tree refurbishment, based on his tour with **Mr. McGee**, and Request a Quote from Commercial Land Maintenance for replacement. The project may require an “*Invitation to Bid*” to qualified contractors if the replacement value exceeds predetermined financial parameters established by the County.

General

- Caterpillar activity observed on all types of Bougainvillea shrubs; recommend CLM treat infestation as soon as possible.
- Tree stumps need to be ground down.
- **Mr. Schumacher** to notify CLM of water stressed Flax Lily on Doral Circle and dry turf on Median #1.

Irrigation

- The Warren Street irrigation system is functioning properly.

US41 and Saint Andrews Boulevard

In bound R/W South

- Prune Allamanda and remove deadwood
- Treat spider Lilies with soil drench fungicide.
- Nine Bougainvillea Silhouette plants are missing (3 at light pole # 5 and 6 by the first Oak tree along the back side of the sidewalk).
- Sixteen to eighteen Allamanda shrubs are missing/dead along parking lot edges. Shrubs are part of County LDC requirement for screening and should be replaced with same type or Variegated Schefflera.
- Golden Tabebuia tree has been removed along the east parking lot of the plaza and should be replanted with a Crape Myrtle tree.

Out bound R/W North

- Prune Allamanda and remove deadwood.
- Eight to ten Dwarf Bougainvillea ‘Helen Johnson’ shrubs are missing.
- Turf areas contain noticeable weeds.

Saint Andrews Boulevard

- Median #1
 - Prune out dead/diseased foliage from Crinum Lilies.
 - Median Turf is water stressed; notify CLM to monitor.
 - Flush cut or grind stump of removed Washingtonia Palm and fill hole with mulch; consider removal of all remaining Washingtonia Palms.
 - Replace removed Bougainvillea Silhouette on end of median.

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- Median #2
 - Dead turf and excessive weeds observed.
 - Prune out dead/diseased foliage from Crinum Lilies.
- Median #3
 - Consider removing remaining Washingtonia Palms and replacing with alternate palms.
 - Suggest replacement of three Queen Crape Myrtles.
- Median #5
 - Address 164: Reset and stake two leaning Queen's Crape Myrtle and prune Holly trees.
- Median #6
 - Address 246: Remove or grind stump of one removed Washingtonia Palm; remove remaining Washingtonia Palms and consider replacement with alternate palms.
 - Prune Plumbago's and remove deadwood.
- Medians #9 and #10
 - Addresses 364,376, 388: Consider replacing removed Holly trees with Crape Myrtles or smaller palms; prune Holly at 390.
 - Address 402: Consider replacement of two Holly trees.

Forest Hills Boulevard

- Median #11:
 - Address 455: Consider removal of lifted Washingtonia Palm.
 - Replace removed Fox Tail Palm on south end.
- Median #12: Replace Fox Tail Palm on south end removed due to auto accident.
 - Addresses 407-419 and 426: (4) Tabebuia and (1) Holly Trees have been removed; consider replacement with Crape Myrtle trees.

Forest Hills and Golf Cart Crossing

- Consider replacement of Crown of Thorn or remove plants with Perennial Peanut.

Valley Stream Circle

- Remove Queen Palm.
- Recommend replacement of dead turf on west and east sides due to insect or fungus issues.
- Replace declining Plumbago around water meters.

Pebble Beach Boulevard

- Median #15
 - Address 32: Remove Holly tree and consider replacement with Crape Myrtle.
- Median #16: Replace Tabebuia with same species or Crape Myrtle.
- Median #17
 - Addresses 124, 132 and 140: Remove damaged trees as noted on summary report and replace with same or Crape Myrtle species.
- Median #18
 - Remove or grind stump of one removed Washingtonia Palm; consider removal of all remaining Washingtonia Palms and replant with smaller plants.

Pebble Beach Boulevard Golf Cart Crossing

- Recommend replacement of removed Foxtail Palm and five Plumbago plants.
- Review declining Fox Tail Palm, south end, for removal.

Thorncrest Lane Cul-de-Sac #20

- Replace three Sabal Palms, remove or grind stumps and replace 5 Bougainvillea.

Briar Cliff Lane Cul-de-Sac #21

- Replace about sixty Bougainvillea plants damaged by storm.
- Remove or grind stump and replace removed Sabal palms.

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Baltusrol Sign

- Recommend replacing Crown of Thorn with Perennial Peanut.
- Replace four or five Plumbago on south side.

Doral Circle East of Right of Way

- Remove and replace uprooted Yellow Tabebuia tree with a Golden Tabebuia tree.
- Recommend removal and replacement of Golden Tabebuia tree second from Rattlesnake Hammock.
- Remove 50 foot gray wood Royal Palm with broken out bud and replace with smaller tree.

West R/W & Rattlesnake Hammock Road

- Remove all damaged tree branches hanging over the Podocarpus hedge.
- Urgent: Fertilizer recommended for the first and fourth Foxtail Palms west of Doral Circle; recommend adjacent Oak Tree be removed.
- Remove 50 foot gray wood Royal Palm with broken out bud and replace with smaller tree.
- Blueberry Flax Lily replacements should be installed by the landscape contractor.
- Median #23: Replace two Ixora shrubs behind irrigation controller.

VII. Landscape Maintenance Report – Commercial Land Maintenance

A. Summary Comments

Mr. Gorden was not in attendance and the item was rescheduled to the March meeting.

VIII. Project Managers Report - Dan Schumacher

B. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated February 15, 2018*” for information purposes and provided an overview of the budget noting:

- \$212,568.26 of the FY18 Ad Valorem property tax revenue budget of \$255,500.00 has been collected.
- Total revenue FY18 is \$563,500.00 including investment interest, transfers and contributions (minus a 5% reserve of \$12,900).
- Current Operating Expense budget is \$192,000 of which commitments total \$103,164.93; expenditures \$20,243.08.
- Uncommitted Operating Expense funds available are \$68,591.99.
- Graybar invoiced the twelve Lumec LED fixtures received January 9, 2018.
- A Purchase Order for Sunbright Industry for mulch will be entered; Forestry Resources Purchase Order has been reduced to accommodate the vendor change.
- Treasure Point was not identified on the *site map* available to Sunbright Industry for mulch application. Additional mulch will be procured and installed on Treasure Point as well as two-hundred feet of Rattlesnake Hammock Road by Doral Circle.
- Reserves for Insurance and Catastrophic/Hurricane funds total \$179,400.00, an increase of \$9,400.00.
- Total available balance less committed expenses \$433,852.52.

C. Lighting Inspection Report

Mr. Schumacher provided a lighting report compiled by Commercial Land Maintenance and reported Hart’s Electrical replaced three lamp outages on Saint Andrews and Pebble Beach Boulevards and the fluorescent light at the front entrance (inbound side) on St. Andrews Boulevard. The lamp outage on one side only was replaced on the dual fixture light post.

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D. Lumec LED Retrofit – 12 additional Led retrofits ordered 11/06/2017, delivered 01/09/2018.

Graybar received LED retrofit twelve lamp fixtures on January 9, 2018 and the M.S.T.U. has been invoiced.

The Committee requested Staff to re-order the lamps when inventory reaches two or three units.

E. Lely HOA Sign Replacements – Damaged STOP & Street Signs

Mr. Schumacher reported on replacement status of damaged signs for the Lely community.

- The number of street name sign replacements (2-sided) is 68 - the count will be finalized prior to order placement.
- Blades will display black street sign lettering on a white background with dimensions noted - 36 inches long by 6 inches high; lettering will be per County specifications with capital letters 4 inches and small letters 3 inches in height.
- The street suffix (i.e. Blvd, etc.) will be 2 ¾" high and entered a few spaces to the right of the street name (versus current right justified).

Mr. Schumacher will:

- Request Ms. Tillery files a Sherriff's report for the missing street poles.
- Issue a Request for Quote (RFQ) for street signs to four County qualified contractors.

F. Irrigation - Status

Mr. Schumacher reported on the Warren Street irrigation system as follows:

- February will be the first full month the system is fully connected and pressurized to reclaimed water.
- The system is pressurized and should not run out of water; Mr. Sells combined two zones to minimize sequence timing between zones.
- Recommend review of February usage prior to testing for issues.

During Committee discussion it was agreed to test the system, rather than waiting a month to confirm that the reuse supply is sufficient, by shutting the potable water off and filling the tank with reuse water. **Mr. McGee** noted the system will only shut off if the warning sensor for the pump station indicates the water level is too low.

G. Monuments Land Survey by Hole Montes – Drawings Received

Mr. Schumacher distributed the Hole Montes, Inc. survey for the two (2) Lely sign monuments at the US-41 & Saint Andrews Boulevard entrance to Lely Golf Estates in the M.S.T.U. in preparation for potentially larger Entry and Exit monuments.

Mr. Schumacher will schedule a meeting with Chairman Branco, Mike McGee and Diane Compagnone, Sign Review Specialist, Growth Management Division, to verify interpretation of the elevation height based on the survey and requirements of the County.

H. Community Survey

Mr. Schumacher reported that a County survey for MSTU residents has been prepared and is being administered by an outside vendor, Qualtrics. A link to the survey has been provided to the Lely Golf Estates HOA, for distribution via their e-mail list. The intent is to gage resident awareness of the MSTU and the level of satisfaction with the services provided.

Mr. Schumacher submitted the survey link to Lisa McGarity, President of the Homeowners Association, and requested she email the link to residents but did not receive a response.

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Ms. Sillery will email the link to the members of the Advisory Committee for participation.

I. Pinehurst Golf Course Crossing

Mr. Schumacher contacted representatives of the Hibiscus Golf Club Course to determine responsibility for landscape maintenance at the Baltusrol Drive crossing. He reported:

- The area is Golf Course property located in the Right of Way.
- Maintenance of the area is provided by a subcontractor - entity unknown.
- The sprinkler head, capable of irrigating the entire area, is encased in Jasmin planting consequently hampering full function to the area.

Mr. Schumacher will:

- Confirm property lines at Baltusrol Drive crossing with the Property Appraiser.
- Determine MSTU *Right of Access* in the Right of Way including if it may assume maintenance of the Baltusrol crossing area via written or verbal approval.
- Solicit a quote from CLM for landscape maintenance of the area.
- Present his findings at the March meeting.

IX. Old Business

A. Refurbishment of Entry Monuments

1. Land Survey Received

This item was discussed under VIII. Project Manager's Report – G.

2. County Sign Review Specialist

A meeting will be scheduled with Diane Compagnone to obtain interpretation of the survey and guidance in moving forward with the refurbishment project.

- a. Center lane of west-bound US-41 can be used as the reference for maximum 8 ft. sign height.
- b. Survey is conducted by the MSTU, not the County.
- c. Suggested investigating the hiring of a full-service sign company going forward.
- d. Easements for both entry and exit side of St. Andrews monuments to be confirmed.

B. New Lift Station @ Hidden Valley Drive

1. FY-18 Public Utilities project - Drawings

Mr. Schumacher noted the drawings for the sanitary lift station being relocated from Saint Andrews Boulevard to a County-owned parcel of land at the corner of Saint Andrews Boulevard and Hidden Valley Drive will be included in the March 2018 Agenda packet.

C. Roadways

1. Three (3) roadways repaved: Forest Hills Blvd., Briarcliff Lane, Heather Grove Lane.

Mr. Schumacher reported paving and striping from Saint Andrews Boulevard north on Forest Lakes and Pebble Beach Boulevards, Treasure Point and three adjacent cul-de-sacs are complete.

D. Unfinished Business

1. Insurance for Pebble Beach Light Pole.
2. Auto Accident Median 3

Insurance reimbursement is pending for both claims.

E. Election of Officers

Election & Installation of 2018-19 Officers

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i. Nomination for Chair

Ms. Jorgensen nominated Tony Branco for the position of Chair of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Dammert. Nominations were closed and no others were tendered. Mr. Branco assumed the Chair.

ii. Nominations for Vice-Chair

Chairman Branco nominated Robert Slobodnik for the position of Vice-Chair of the Lely Golf Estates M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Dammert. Nominations were closed and no others were tendered. Mr. Slobodnik assumed Vice-Chair.

X. New Business

A. Project Proposals for the FY -18 Year

The following projects are under consideration and will be addressed in 2018:

1. Lighting Pebble Beach Circle, Pebble Beach Cart Crossing, Forest Hills Cart Crossing and potential for Doral Circle.
2. Treasure Point light poles.

This item will be removed from the March Agenda.

XI. Member Comments

The Committee discussed potential candidates for to the vacant position available on the Lely Golf Estates M.S.T.U. Beautification Advisory Committee.

Ms. Schumacher is researching the procedure for landscape refurbishment for the median on U.S. 41 in front of the East Naples Library as requested by Ms. Jorgenson.

XII. Public Comments

None

XIII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:54 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**

Tony Branco, Chairman

The Minutes were approved by the Committee on _____ 2018, as presented _____, or as amended _____.

**MARCH 15, 2018 – 2:00 PM
COLLIER COUNTY EAST NAPLES LIBRARY
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