



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103
Naples, FL 34113

Minutes

November 21, 2019

I. Call to Order

Chairman Branco called the meeting to order at 2:08 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; Dan Schumacher, Project Manager

Others: Michael McGee – McGee & Associates

Gary Gorden – Superb Landscape Services

III. Approval of Agenda

Ms. Dammert moved to approve the November 21, 2019 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: Item V. Chairman's Report - B. Collier Metropolitan Planning Organization Meeting.

C. Lely Golf Estates Homeowner Association Requests.

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

IV. Approval of Minutes – October 17, 2019

Ms. Jorgensen moved to approve the minutes of the October 17, 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

- Lack of median maintenance evidenced during the drive through week ending November 16, 2019 has been addressed.
Mr. Gorden noted the Veterans Day holiday delayed routine weekly maintenance one day.
- Superb Landscape Services was notified to discontinue application of “blue dye” designating areas of chemical treatment.
- Holiday lighting was installed, and seasonal front entrance flowers planted.
- Remnants of a fallen stone from the Doral bridge will be removed by Superb Landscape.
Mr. McGee will check to see if he has stone replacement pieces available.
- Reclaimed Water signage on medians has deteriorated and should be replaced.
Mr. Schumacher will contact Larry Humphreys, Supervisor, Landscape Operations, to request deteriorated Reclaimed Water signage on Lely medians be replaced with decorative sign style utilized by the City of Naples.
- Tuscany Villa's diesel generator by the newsstand on St. Andrews Boulevard will be camouflaged with Italian Cypress according to the permit from the County.
Mr. McGee expressed concern with the choice of Cypress noting it is prone to mites and poses a maintenance issue. He will submit a recommendation for alternative planting material to Mr. Schumacher.

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Mr. Branco will schedule a meeting with Tuscany Villa management to discuss their landscaping plans and potential options.

- Eight (8) landscape items on McGee & Associates summary report are over two years old; two (2) exceed eighteen months; one (1) over one year and fifteen (15) six months or more.
- Damaged roadway curbs require repair. Maintenance of County roadways historically are the responsibility of the County.

Mr. Schumacher was informed curbs were previously restored by the Road Maintenance Division as a “courtesy.”

Mr. McGee will research his records to ascertain entity responsible for curb installation and present his findings to the Committee.

B. Collier Metropolitan Planning Organization (MPO) Meeting

Mr. Branco reported on meeting activities as follows:

- The Florida Department of Transportation (FDOT) has approved “no trucks’ signage to eliminate traffic heading NW on US 41 at Saint Andrews Blvd.
- FDOT has not rendered a decision regarding “no U-turn” signage.
- The ongoing traffic calming remodel project at the intersection of Warren Street and Wildflower Way intersecting St. Andrews Blvd. is “on hold” pending design review requested by the Lely Country Club Homeowners Association.
- There is no plan currently by the Minto Group to develop an intersection from Isles of Collier onto US 41.

C. Lely Homeowner Association Requests

Lisa McGarity, President, Lely Homeowners Association, conveyed the following requests for M.S.T.U. action to Tony Branco:

- Installation of a “Madison” style bench on the Forest Hills Blvd ROW at Augusta Blvd for the use of school children utilizing school bus transportation.
Mr. Schumacher will investigate the feasibility of an installation in the Right of Way (ROW) area abutting the golf course and report his findings to the Committee.
- Pruning of the hedge to the width of the ROW at the Pebble Beach Boulevard golf cart crossing.
Staff will request the golf course maintenance division trim the hedge noting it will increase the visibility field for golf carts at the intersection.
- The homeowner’s association is exploring “residential use” options for the sale of the County owned parcel of land previously proposed to house a Public Utilities Dept. lift station.
- Installation of the missing Street name signs.

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 November 5, 2019 noting ten (10) items have been removed from the list and three (3) additional items were taken care of the week prior to the meeting.

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

- Pressure clean park bench 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.*

Water Usage

Warren Street Water Use was within normal parameters at 2 gallons of potable; 175,468 gallons of reuse.

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

Mr. Gorden reported:

- Seasonal flowers were installed at the St. Andrews Blvd. front entrance Median #1 and Doral Circle.
- Torpedo grass will be retreated with herbicide week of November 25th.
- Lower damaged foliage from Crinum Lilies on Median #2 will be removed.
- Dead branches were removed from the Glory Bush tree on Median #1.
- Paroutis Palm stems encroaching the phone pole were pruned.
- Philodendrons by Baltusrol Monuments were trimmed.
- Bougainvilleas were trimmed.
- Fertilizer has been ordered; application will be scheduled on delivery and mulch installed.

Mr. Schumacher will advise Mr. Sells to increase irrigation in zone 29 to run twice a day for ten minutes for two weeks until the seasonal flowers are established.

VII. Project Managers Report - Dan Schumacher

A. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated November 21, 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 \$169,143.58; \$1120.99 is expended.
- Uncommitted Operating Expense funds available are \$56,235.43.
- 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 \$3,630.00 for HydroPoint ground rods installation.
- \$23,500.00 for potential conversion to the HydroPoint irrigation system for Doral and Valley Stream Circles is reflected on Line 25, *Sprinkler System (FIS)*, of the budget.
- 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 Siteone Landscape Supply. Purchase Orders requested for both vendors will be reflected in the December budget.
- Improvements General Fund, Line 36, reserved to fund capital projects, available balance is \$203,100.00.

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- 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 \$469,058.65.

B. Lighting Inspection Report

The Lely M.S.T.U. Lighting Inspection summary dated November 1, 2019 indicated no outages.

C. Plant and Tree Replacements

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

- A budget amendment, subject to Board of County Commissioners (BCC) approval, to transfer \$50,000 from the Capital Outlay Budget to Operating Expense to fund landscaping replacements was approved by the Committee on July 18, 2019. Funds were reflected in the budget on August 13, 2019.
- A Notice to Proceed (NTP) by item was issued to Superb Landscape on August 20, 2019.
- Subsequently, the HydroPoint irrigation upgrade project for three roadways, St Andrews, Forest Hills and Pebble Beach Boulevards, commenced impacting Superb Landscapes’ ability to install plant material.
- Superb Landscape has performed installation and testing for the HydroPoint irrigation controls system.
- Adequate functioning of the HydroPoint system was verified end of October and the M.S.T.U. is now able to install new plantings and trees.

During Committee discussion the following was addressed:

- Ms. Arnold noted it was not historically clear when the Committee approved product installation.
Ms. Arnold and Mr. Schumacher will coordinate with Mr. Kindelan, Superb Landscape, with direction to order the plants and trees motioned by the Committee.
- Two Sabal Palms, irrigated with bubblers, should be planted on the cul-de-sac in compliance with the plan. Bougainvilleas were planted in October.
- St. Andrews Boulevard - Median #3, Address 105:
 - One Queen Crape Myrtle destroyed by an auto accident will be added to the list.
 - A second defective Queen Crape Myrtle will be replaced under warranty by Superb Landscape Services.

Mr. Schumacher has created a spreadsheet to be submitted with each McGee & Associates monthly report in which plants or trees are specified for installation, to then be made available to Superb Landscape for accurate ordering of materials.

D. Traffic Signs

- Several STOP, Speed Limit and Pedestrian Symbol signs are required for the Lely community and will be provided by Traffic ops
- Mr. Schumacher will meet with the Lykins-Signtek staff on Tuesday November 26, 2019 to confirm sign placement locations.
- Estimated time frame for installation of the street name signs is two weeks following the traffic sign installation.
- Installers will be accompanied by Staff to ensure project is completed in a timely manner.

E. Irrigation Controls Upgrade

The HydroPoint irrigation system installation for St Andrews, Forest Hills and Pebble Beach Boulevards is complete and functioning as intended.

- The single controller designed to control all zones and the pump is installed.
- Superb Landscape Services verified encoder and decoder functionality.

VIII. Old Business

A. Refurbishment of St. Andrews Entryway Monuments

Based on a directive from the zoning department, reinforcement of the proposed monument design structure is required to ensure compliance with wind mitigation standards. The Committee noted the following:

- David G. Stanbra, PE, Structural Consulting Engineer, evaluated the monument design for wind load calculation and recommended reinforcement to the foundation. The Zoning Department accepted his analysis.
- Mr. Stanbra's design for a single reinforcement foundation footing encroaches on the Royal Palm trees bordering the monuments.
- A second engineer's opinion was investigated under the Landscape Architect's Contract. However, the engineer cited too many unknown factors to render a preliminary opinion.
- Based on design and structural modifications, wind-reinforced Entryway Monuments Renovation costs would exceed \$50,000, thus requiring the project to be rebid and approved by the Board of County Commissioners (BCC).

Mr. Schumacher will request Lykins consult Mr. Stanbra to review other potential design options.

The committee was asked to consider the colors used at the country club for the entrance monuments.

B. (2) Park Benches

Superb Landscape Services installed new plates and mounting brackets for two new "Madison" style benches, one (1) on St. Andrews Boulevard and one (1) on Forest Hills Blvd.

IX. New Business

A. Whited Holiday Decor

Whited Holiday Décor installed holiday lights for the Lely entrance on Saint Andrews Boulevard and Doral Circle. Decorations will be operational on November 29, 2019.

Opportunity for holiday lighting for Augusta and Forest Hills Boulevards will be researched for 2020.

X. Committee Member Comments

None

XI. Public Comment

None

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XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:15 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**

Tony Branco, Chairman

The Minutes were approved by the Committee on _____, 2019, as presented _____, or as amended _____.

NEXT MEETING:
DECEMBER 19, 2019 – 2:00 PM
COLLIER COUNTY LIBRARY
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8787 TAMiami TRAIL EAST
NAPLES, FL 34113
(239) 775-5592