



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103
Naples, FL 34113

Minutes October 17, 2019

I. Call to Order

Chairman Branco called the meeting to order at 2:05 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
Wendy Warren – Premier Staffing Source

III. Approval of Agenda

Ms. Jorgensen moved to approve the October 17, 2019 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: Item V. Chairman's Report - B. Meetings with Commissioner Fiala and the Collier Metropolitan Planning Organization. C. Follow-Up on September Meeting Items.

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

IV. Approval of Minutes – September 19, 2019

Ms. Jorgensen moved to approve the minutes of the September 19, 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

- The front entrance flowers and medians look good.
- Royal Palm fronds should be trimmed. **Mr. Schumacher** will follow up on cost proposal from Superb Landscape Services.
- Aquatic vegetation on both sides of the St. Andrews canal is invasive and should be remediated **Mr. Schumacher** notified the Road Maintenance Department, who indicated the area in question is scheduled for maintenance this November 2019.
- Several (6-7) Royal Palms were removed from the center buffer row of the church parking lot.
- Four (4) landscape items on McGee & Associates summary report are over two years old; nine (9) more than eighteen months; four (4) more than one year and sixteen (16) six months or more. **Mr. Branco** requested a meeting with **Ms. Arnold**, **Mr. Schumacher** and **Mr. Kindelan** of Superb Landscape Services prior to the November 2019 M.S.T.U. meeting to address lack of compliance and determine a completion date.

Mr. McGee's report will be issued one (1) week before the community drive-through to facilitate Staff's ability to act on landscape maintenance issues.

B. Meetings with Commissioner Fiala and the Collier Metropolitan Planning Organization (MPO)

Meeting with Commissioner Fiala

Mr. Branco met with Commission Fiala to discuss Lely community issues and projects currently being undertaken by the Lely Beautification M.S.T.U. including:

- Requested assistance with the process required to eliminate the U-turn capability for traffic heading NW on US 41 at Saint Andrews Blvd.
- Requested assistance to obtain approval to add “No Trucks (over 1 ton)” signs in the turn lanes on US 41 into Saint Andrews Blvd. Request for “No trucks” signage on US 41.
- Proposal by Minto Sabal Bay/Isles of Collier Development to include an entrance/connection to US41 at Saint Andrews Blvd, subject to FDOT review.
- Crosswalk installation at Warren Street and Wildflower Way intersecting St. Andrews Blvd.

Commissioner Fiala suggested Mr. Branco attend the Metropolitan Planning Organization meeting.

MPO Meeting

Mr. Branco spoke at the meeting and covered the following topics:

- The ongoing traffic calming remodel project at the intersection of Warren Street and St. Andrews Blvd. and project scheduled for November at Wildflower Way.
- The Minto Groups plan to develop an intersection at US 41. *It was noted there is no plan at this time, however the intersection was outlined in the original PUD plan. All projects must be approved by FDOT.*
- Mr. Branco was invited and plans to attend future meetings.

During Committee discussion the following was addressed:

- Effluent irrigation locator flags were not visible on the Warren Street traffic calming project site.
- Pam Lulich, Landscape Operations Manager, is the contact person for locating irrigation system components. If flags are not placed, possibly the line can be spray painted for temporary identification.
- Irrigation balls, provided by Pam Lulich’s department, can be dropped to permanently mark the location of the water line.

Mr. Schumacher and Mr. McGee will visit the site to scope the project and determine if lines are marked and take action to correct the situation.

C. Follow Up on September Meeting Items

Fertilizer

Mr. McGee revised the fertilizer schedule and composition to ensure application complies with the “*The Collier County Fertilizer and Urban Landscape Ordinance.*” Sources have been identified to provide the product.

Minto Sabal Bay/Isles of Collier PUD Design Plans

Mr. Schumacher was unable to locate links on the County web site which to access design plans for the project. Ms. Sillery will continue research existence of links

Auto Accident Median #3

An insurance claim was filed for replacement of a tree destroyed by an automobile accident.

MINUTES

Code Compliance

Compliance of Real Estate sign placement in Lely community common areas, will be researched on issuance of the Monument permit.

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 October 10, 2019 noting his recommendation items highlighted in yellow be addressed immediately.

St. Andrews Blvd. & US 41

Inbound R/W South

- The easternmost bench paver pad has eroded and, due to the elevation difference, recommend approved or equal Anchor Artisana Wall Systems 3” retaining wall units with torpedo base blocks be installed at paver pad level. **Mr. Schumacher** will Request a Quote (RFQ) for retaining wall installation to secure the pad.

St. Andrews Blvd.

- Median #1 – Remove the Glory Bush tree; flush cut the stump; do not replace.
- Clean the Crinum Lilies.

West R/W & Rattlesnake Hammock Rd.

- Pressure clean sidewalk pavers and treat with Wet & Forget product.

Water Usage

Warren Street Water Use was within normal parameters at 0 gallons of potable; 32,157 gallons of reuse.

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

Mr. Gorden reported:

- Decoders for surge protection were installed for the HydroPoint irrigation system.
- Torpedo grass will be retreated with herbicide Friday, October 18th.
- Lower foliage from Crinum Lilies will be removed away from the flag poles at the entrance.
- Foxtail palm seed pods will be pruned.
- Philodendrons by Baltusrol Monuments will be trimmed.
- Firebush plant will be cut back from the Plumbagos.
- The bubbler will be opened to increase irrigation on the Holly tree on Median #9.

Median #1 and Doral Circle Seasonal Planting

The Committee discussed planting schemes and flower selection for seasonal installation in Median #1 and Doral Circle.

- Flower selection is Tango Geraniums with a White Alyssum border based on the October 2017 plan, Scheme A, modified.
- Geraniums will be 6” pot size.
- Flowers will be installed week ending December 9, 2019.

Mr. Schumacher will:

- Provide Mr. McGee the invoiced quantities for the 2018 seasonal planting.
- Ensure the quantity will be increased by an estimated twenty plants per variety to accommodate planting of Doral Circle.

MINUTES

- Request a Quote (RFQ) from Superb Landscape Services for cost of materials plus 15% for the design scheme submitted by McGee & Associates.
- Email Advisory Committee members the quote for plant installation for approval.

VII. Project Managers Report - Dan Schumacher

A. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated October 17, 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 \$288,300.00 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 \$161,858.87; \$1616.13 is expended.
- Uncommitted Operating Expense funds available are \$63,025.00.
- The following Purchase Orders “rolled over” to the FY-20 Budget:
Line 36, Improvements General
Lykins-Signtek for renovation of the Lely Gateway Monument Project in the amount of \$47,062.00.
Florida Irrigation Supply Inc. (FIS), Hart’s Electrical and Superb Landscape Services for HydroPoint Controls to upgrade the irrigation system in the amount of \$17,614.46.
Superb Landscape Service for HydroPoint testing and installation in the amount of \$3,640.00.
Hart’s Electrical in the amount of \$3,630.00 for HydroPoint ground rods installation (anticipate funds will not be expended as few rods were installed).
- Funding for potential conversion to the HydroPoint irrigation system for Doral and Valley Stream Circles is reflected on Line 25, Sprinkler System, of the budget.
- Improvements General Fund, Line 36, reserved to fund capital projects, available balance is \$203,100.00.
- 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 \$476,425.00.

B. Lighting Inspection Report

No outages were reported on the Lely M.S.T.U. Lighting Inspection Summary date October 3, 2019.

C. Plant and Tree Replacements

A recap of seven quotes totaling \$25,780.00 for Plant & Tree Replacements were provided to members.

Mr. Schumacher will review placement and installation status with Mr. Kindelan, Superb Landscape Services, and update the Committee at the November meeting.

D. Traffic Signs

Mr. Schumacher reported:

- Felix Burgos, Traffic Operations, verified twenty-five STOP, Speed Limit and Pedestrian Symbol signs are required for the Lely community.
- The inserts were picked up from the County.

MINUTES

- He met with Lykins-Signtek to confirm sign placement locations and Lykins personnel will be accompanied to ensure expedient installation.
- The sign inserts for the pole at Pebble Beach Blvd. and the “no outlet” insert for the Treasure Point sign, provided by the M.S.T.U., are in production; estimated time frame two weeks.
- The “dead end” street sign on Forest Hills Blvd. will be replaced with a “no outlet” sign as requested by the Committee.

E. Irrigation Controls Upgrade

Status of HydroPoint irrigation system installation:

- The single controller designed to control all zones and the pump is installed.
- Hart’s Electrical will install the ground rods week ending October 26, 2019.
- Superb Landscape Services will verify encoder and decoder functionality.

Estimated time frame for functional system is end October-early November 2019.

VIII. Old Business

A. Refurbishment of St. Andrews Entryway Monuments

The zoning department reviewed the entry sign monument renovation, the following was noted during discussions:

- Design drawings of the Lely Gateway Monument design and specifications for structural reinforcement were distributed.
- Structure modification to construct a “cap” on the existing wall necessitates structural evaluation, including wind mitigation, performed by a structural engineer.
- David G. Stanbra, PE, Structural Consulting Engineer, evaluated the monument design and recommended reinforcement to the foundation. The Zoning Department accepted his analysis.
- Green marble tiles were selected for the main façade material to aesthetically enhance and improve durability of the signs.
- Based on design and structural modifications, the Entryway Monuments Renovation cost is \$62,717.00 for two (2) signs:
 1. Renovation in accordance with McGee & Associates Color and Finish Study: \$47,062.00
 2. Marble Tiles Upgrade: \$ 3,095.00
 3. Engineering Mods for Structural Requirements: \$12,560.00
- **Total** \$62,717.00
- Purchase Orders exceeding \$50,000 are subject to approval by the Board of County Commissioners (BCC).
- Estimated timeline for inclusion on BCC Agenda is February 2020.

Mr. Schumacher and Mr. McGee will meet with the structural engineer to explore alternatives to the foundation footing design recommended.

Ms. Slobodnik left the meeting.

B. (2) Park Benches

Mounting brackets for installation of two new “Madison” style benches, one (1) on St. Andrews Boulevard and one (1) on Forest Hills Blvd, require modification. Superb Landscape Services will order new plates and secure the benches properly.

MINUTES

IX. New Business

A. Whited Holiday Decor

A Notice-to-Proceed was issued to Whited Holiday Décor to install holiday lights for the Lely entrance on Saint Andrews Boulevard and Doral Circle prior to November 28, 2019 at a cost of \$3,000.00. Decorations will be operational on November 29, 2019.

X. Committee Member Comments

None

XI. Public Comment

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:04 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:

NOVEMBER 21, 2019 – 2:00 PM

COLLIER COUNTY LIBRARY

EAST NAPLES BRANCH

8787 TAMiami TRAIL EAST

NAPLES, FL 34113

(239) 775-5592