



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103  
Naples, FL 34113

### Minutes September 19, 2019

#### I. Call to Order

**Chairman Branco** called the meeting to order at 2:03 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

**Mr. Branco moved to approve the September 19, 2019 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:**

**Add:** Item V. Chairman's Report - B. Median #22, Heather Grove Cul de Sac. C. Isles of Collier Preserve Expansion.

**Second by Ms. Jorgensen. Carried unanimously 5 - 0.**

#### IV. Approval of Minutes – August 15, 2019

**Ms. Jorgensen moved to approve the minutes of the August 15, 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.
- Aquatic vegetation on both sides of the St. Andrews canal should be monitored for remediation. Dead growth present in a section of Valley Stream will be monitored for future action. **Mr. Schumacher** notified the Road Maintenance Department, who indicated the area in question is scheduled for maintenance this November 2019. Twelve (12) landscape items on McGee & Associates summary report are over eighteen months old; four (4) more than a year and five (5) six months or more. Items reported are virtually unchanged from August. While the issued Notice-to-Proceed specified completion in FY-19, the quoted work will be reviewed with **Mr. Kindelan** of Superb Landscape Services to commence work again in October, with a completion date to be identified.
- Maintenance of the swale abutting homeowner's property on Hidden Valley Drive is the responsibility of the Hibiscus Golf Club; club management should be contacted to address the concerns.

## MINUTES

- A Homeowners Association sign placed in the median at Saint Andrews Boulevard intersecting Pebble Beach Blvd, was removed by an unknown entity. *The Committee will explore options for future HOA signs & notifications placement in the community.*

**Mr. Schumacher will:**

- *Confirm the tree destroyed by an automobile accident on Median #3 by the Lely Presbyterian Church is included on the landscape replacement list.*
- *Follow up on a quote request to prune the Royal Palms, not listed on the current Bid Tab.*
- *Investigate compliance of the Real Estate sign adjacent to the entry side Lely monument sign.*

### **B. Heather Grove Lane Cul de Sac, Median #22**

The Property Manager for Lely Golf Estates notified Mr. Branco the Heather Grove Lane cul de sac area needs maintenance.

- Bougainvilleas require pruning.
- The Sabal Palm with Ganoderma fungus will be removed and not replaced.

*Superb Landscape will perform maintenance on the area week ending September 29, 2019 and apply mulch in October or November 2019.*

### **C. Isles of Collier Preserve Expansion**

A Public Hearing was held in July 2019 to request a change to Ordinance No. 05-59 for the Minto Sabal Bay / Isles of Collier PUD. The hearing examiner's decision referenced the inclusion of an entrance/connection to US41 at Saint Andrews Blvd, subject to FDOT review.

Committee members discussed the negative impact and additional traffic loads that this could add to Saint Andrews Blvd and the Lely community.

**Mr. Branco** will discuss the proposal with Commission Fiala. The Committee expressed an interest in involving the Homeowners Association and researching the feasibility of placing the topic on the Board of County Commissioners Agenda.

**Mr. Schumacher** will identify links on the County web site which can be accessed to research design plans for the project and forward the information to members.

## **VI. Contractor Reports**

### **A. Landscape Architect's Report – McGee & Associates**

**Mr. McGee** summarized the "*Lely Golf Estates Landscape Observation Report FY18-19*" dated September 10, 2019 noting the plant and tree replacement project, approved by the Committee, will address most landscape items recorded on the summary report.

#### **Bougainvillea Shrub Planting**

Recommend planting Bougainvilleas four to five feet behind cul-de-sac curbs to prevent damage from automobiles and trucks.

#### **St. Andrews Blvd.**

Inbound R/W South and Outbound R/W North:

- Two Royal palms at the main entrance are being heavily pruned by FP&L to avoid contact with new power lines. Excessive pruning may cause decline or loss of the palms.
- Recommend planting Foxtail Palms in between the royals to maintain the "palm presence" as counter action to potential loss of the Royals.

## MINUTES

### Water Usage

Warren Street Water Use was typical at 0 gallons of potable; 37,474 gallons of reuse.

### Fertilizer

**Mr. McGee** will revise the fertilizer schedule to ensure application complies with the “*The Collier County Fertilizer and Urban Landscape Ordinance.*”

## B. Landscape Maintenance Report – Superb Landscape Services

### Summary Comments

**Mr. Gorden** reported:

- Torpedo grass was treated with herbicide; treatment will be reapplied Friday, September 20<sup>th</sup>.
- The FY-20 fertilizer schedule will comply with the October 2018 schedule.
- Mulch will be applied following the fertilizer application.
- FY-20 Purchase Orders will be issued to enable the contractor to proceed with the work.

## VII. Project Managers Report - Dan Schumacher

### A. Budget Report

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

- FY19 Ad Valorem Tax revenue is \$271,100.00, an increase of 6.06% over FY18.
- Total revenue FY19 is \$656,874.30 including investment interest, transfers and contributions (minus a 5% reserve of \$13,700).
- Current Operating Expense budget is \$247,374.30 (reflects \$50,000.00 transfer from Capital Outlay) of which commitments total \$71,489.96 and \$158,149.45 is expended.
- Uncommitted Operating Expense funds available are \$17,734.89.
- The following Purchase Orders will “roll over” to the FY-20 Budget:

Line 35, 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.

***Capital Outlay remaining balance is \$115,423.54.***

Line 17, Landscape Incidentals

*Superb Landscape Service* for landscape refurbishment in the amount of \$35,898.09. FY-19 fund balances will be “rolled” to the FY-20 budget, effective October 1, 2019.

- 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.
- Total available balance, less committed expenses, is \$288,070.41.

### B. Lighting Inspection Report

Members complimented the new format for the Lely MSTU Lighting Inspection Report.

Hart’s Electrical will replace the single bulb outage at the exit sign light at the St. Andrews entrance noted on the September 10, 2019 Lighting Inspection Report.

**C. Plant and Tree Replacements**

**Mr. Schumacher** reported:

**Mr. Kindelan of Superb Landscape Services** will review the quotes for tree & plant replacements and refurbishment to continue work in October.

**D. Traffic Signs**

Upon final format corrections, street sign proofs will be approved and Lykins-Signtek authorized to manufacture and install street sign blades, STOP, and traffic signs.

STOP Signs

Traffic Operations has agreed to provide STOP signs in accordance with the list provided, however they do not install signs on decorative poles. Staff will pick up the signs, for installation by Lykins-Signtek.

Speed Limit Signs

Traffic Operations approved the list of Speed Limit Signs requested and will make them available to Staff as well.

**E. Irrigation Controls Upgrade**

Technical issues have delayed installation of the new HydroPoint irrigation system including requirement for additional ground rods and verification of encoder and decoder functionality. Tests will be performed on the furthest away solenoid decoders prior to final component order and installation.

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

**F. McGee & Associates FY-20 Services**

**McGee & Associates** contract is due for renewal. Based on the Committee's consensus to maintain Mr. McGee's services, Staff will proceed with an FY-20 Purchase Order request.

*Mr. Branco motioned to continue McGee & Associates "Annual Services for Landscape Architectural Maintenance Consulting Services for the Lely Golf Estates, MSTU, Fixed Term Landscape Architectural Services" for one year. Second by Ms. Jorgensen. Carried unanimously 5 – 0.*

Landscape Architect Observation Report Format Proposal

**Mr. Schumacher** presented modifications to McGee & Associates Observation Report:

- Committee members opted to retain photographs in the report margins noting visual representation was beneficial.
- Response was positive to submission of the report two (2) weeks prior to the monthly meeting and drive through to enable Staff to review with the landscape contractor and establish an action plan.

**G. Sunshine Law Update**

A representative from the County Attorney's office will be scheduled in the first quarter of 2020 to review provisions of the Sunshine Law.

MINUTES

**VIII. Old Business**

**A. Refurbishment of St. Andrews Entryway Monuments**

The permit for the monument refurbishment project has been issued.

Purchase of the green variegated marble tile for the main frame backdrop area will be internal to the Lykins-Signtek *Entry Monument Sign* contract.

Completion is expected prior to November 28, 2019.

**B. Park Benches – Replacement Design**

Two new “Madison” style benches, one (1) on St. Andrews Boulevard and one (1) on Forest Hills Blvd, delivered to and assembled by Superb Landscape, will be installed the week ending September 29, 2019.

**IX. New Business**

**A. Whited Holiday Decor**

**Mr. Schumacher** will Request a Quote (RFQ) for installation of holiday lights for the Lely entrance on Saint Andrews Boulevard & Doral Circle. Quote for all new material and installation will be reviewed by the Committee at the October meeting.

**X. Committee Member Comments**

The Committee wished Robert Slebodnik, a past Advisory Committee Chairman, a Happy Birthday!

**XI. Public Comment**

None

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:24 PM.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU  
ADVISORY COMMITTEE**

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**Tony Branco, Chairman**

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

**NEXT MEETING:**

**OCTOBER 17, 2019 – 2:00 PM**

COLLIER COUNTY LIBRARY

EAST NAPLES BRANCH

8787 TAMiami TRAIL EAST

NAPLES, FL 34113

(239) 775-5592