



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103

Naples, FL 34113

Minutes

April 19, 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; Gary Gorden - CLM; Wendy Warren – Juristaff; George Barton - Resident

III. Approval of Agenda

Ms. Jorgensen moved to approve the April 19, 2018 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: Item V. Chairman's Report – A. HOA Communication; B. Drive Through; C. Committee Member Comments.

Item VIII. Project Managers Report - G. Median U.S. 41 Landscaping

Second by Ms. Dammert. Carried unanimously 4 - 0.

IV. Approval of Minutes – March 15, 2018

Ms. Dammert moved to approve the minutes of the March 15, 2018 Lely Golf Estates Beautification M.S.T.U. meeting as presented. Second by Mr. Slebodnik. Carried unanimously 4 - 0.

V. Chairman's Report – Tony Branco

Chairman Branco reported on the community tour with Mr. Schumacher & Mr. McGee as follows:

A. HOA Communication

- A resident requested permission to repaint the entrance sign for Pinehurst Estates. *The Committee consensus was to decline the request noting the HOA did not initiate the proposal and expressed insurance liability concerns.*
- Lisa McGarity, President, Lely Golf Estates Homeowners Association, requested the "A DEED RESTRICTED COMMUNITY" verbiage remains on the Lely Golf Estates entrance signage.

B. Drive Through

- Prior irrigation issues have been resolved and the system is functioning as intended.
- Mr. Schumacher is awaiting a response from CLM to his notification of dry turf conditions at Forest Hills cart crossing and lake.
- Palm fronds encroaching on the solar panel at Forest Hills & Augusta need to be pruned.
- CLM should investigate and correct, if necessary, the soil conditions for the Podocarpus hedge on Rattlesnake Hammock Road and remove dead plants material.

MINUTES

During Committee discussion the following was noted:

- CLM will provide a proposal to extend the existing irrigation line on Forest Hills Blvd near the intersection of Augusta Boulevard.
- Mr. Schumacher will research nature of activity being conducted by a survey crew in the vicinity of Tuscan Villa and the canal and report his findings to the committee.

C. Committee Member Comments

- It has been reported that rodents are more prevalent in the community resulting from Hurricane Irma debris accumulation. *The M.S.T.U. is responsible for maintaining only designated roadway medians and roadside areas. In this context, bait boxes have been strategically placed to exterminate the rodents.*
- Members reviewed and agreed to maintain the current fertilization program.
- Holes resulting from tree removal are a “safety” concern and should be filled immediately.

VI. Landscape Architects Report – McGee & Associates

A. Summary, Detail

Mr. McGee summarized the “*Lely Golf Estates Landscape Observation Report*” FY17-18 dated April 10, 2018 noting the report identifies items to address when the Committee is ready to discuss replacements.

General

- Caterpillar activity observed on Bougainvillea Silhouettes; CLM directed to continue to treat infestation.
- Irrigation water has converted to 100% re-use (non-potable). *Mr. McGee recommended periodic testing of the valve in the mixing chamber to ensure proper float operation since potable water is expected to be rarely used.*
- Hand prune dead wood in shrubs and trees.
- Fill holes resulting from damaged tree removal.
- Treat Torpedo Grass prior to the rainy season.
- Replace Flax Lilies with Yellow African Iris.

Saint Andrews Boulevard

- Median #2: Remove Crown of Thorns and create a continuous circle three rows deep of Bougainvillea plants north to south. *Mr. Schumacher will secure a quote from CLM.*

Pebble Beach Boulevard & Golf Cart Crossing

- Remove one dead Plumbago shrub at base of declined Foxtail palm. *Notify Mr. McGee on removal to enable inspection of the trunk.*

Fertilizer

- Apply the triple 14 fertilization scheduled for April immediately.

Fertilizer application was addressed during Committee discussion noting:

- Hurricane Irma altered the traditional fertilizer schedule resulting in a “missed” application.
- 180 day application is normal; however an extra boost of Triple 20 is required for blooming plants; add Perennial Peanut to the schedule.
- Mr. Sells researched fertilizer application records and determined 18.2.12.180 has been used since 2013 (two applications per year).

MINUTES

- Mr. Schumacher sends a Notice-to-Proceed to the fertilizer vendor and the contractor on the scheduled dates.

The Committee agreed to maintain the current fertilizer application program of two times a year.

VII. Landscape Maintenance Report – Commercial Land Maintenance

A. Summary Comments

- Holes from tree removal will be filled in.
- Fertilizer will be applied week ending April 28, 2018.

VIII. Project Managers Report - Dan Schumacher

A. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated April 19, 2018*” for information purposes and provided an overview of the budget noting:

- \$236,552.01 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 \$88,622.64; expenditures \$80,476.37.
- Uncommitted Operating Expense funds available are \$22,900.99.
- Based on a multi-year contract approval by the Board of County Commissioners for Florida Land Maintenance, dba CLM, a Purchase Order was issued. Balances for two interim purchase orders will be closed.
- Improvements General funds of \$146,900.00 can be accessed for special projects.
- Reserves for Insurance and Catastrophic/Hurricane funds total \$179,400.00, an increase of \$9,400.00.
- Total available balance less committed expenses \$387,187.75.

B. FY-19 Millage – Motion to renew or change.

Mr. Schumacher advised the Committee of their Millage Rate assessment options for FY-19 as follows:

- Lower the current millage rate of 2.0000 to establish a Revenue Neutral Policy, maintaining the FY18 income level.
- Maintain the current millage rate, increasing revenue dollars proportionate to the increase in Ad Valorem Property Tax Value.

Chairman Branco motioned to maintain the millage rate at 2.0000 for Fiscal Year 2019. Second by Ms. Dammert. Carried unanimously 4 – 0.

Mr. Schumacher will present the proposed FY19 budget at the May meeting.

C. Lighting Inspection Report

Mr. Schumacher provided a lighting report compiled by Commercial Land Maintenance as well as a modified version tendered by Chairman Branco denoting poles with LED lamps.

- Mr. Schumacher directed Hart’s Electrical to replace three lamp outages.
- The sign lights at the main entrance are functioning.
- Pebble Beach Boulevard and Doral Circle poles are numbered on road curbing (identification is difficult) versus the front entrance which is numbered on the pole itself.

MINUTES

Mr. Schumacher will undertake the project to number the light poles including an A or B letter designation for poles with double luminaires.

D. Lely HOA Sign Replacements – PO requested.

Mr. Schumacher reported the Sheriff's Office notified Staff the sign posts missing due to an event such as a hurricane do not warrant filing a police report.

He will solicit quotes for sign and pole replacement and installation and instruct Ms. Sillery to file an insurance claim. An Invitation to Bid (ITB) will be distributed to four qualified sign contractors if the cost exceeds \$3,000.

Chairman Branco motioned to approve purchase and installation of Speed Limit and Crosswalk Signs for an amount Not-To-Exceed \$6,000.00 for the Lely Community. Second by Mr. Sleboknik. Carried unanimously 4 – 0.

E. Irrigation – 86 psi Pressurized Effluent (Non-Potable) Supply at Warren St.

Mr. Schumacher reported the Warren Street irrigation system is functioning effectively and weekly wet checks are being conducted.

F. Tree Replacements – Quotes requested.

Mr. Schumacher reported a Request for Quote (RFQ) has been distributed for tree replacement & will follow up with Robert regarding stump removal and filling the holes in the medians.

G. Median U.S. 41 Landscaping

Mr. Schumacher received a response to his inquiry from Road Maintenance Landscape Operations noting a landscape refurbishment plan was developed prior to Irma. The current time frame for installation is not yet determined.

IX. Old Business

A. Refurbishment of Entry Monuments

1. County Zoning Division Sign Review

- a. Design proposals from McGee & Assoc. – attached
 - i. Limited: \$ 1,830
 - ii. Full: \$ 18,295
- b. Land Survey and maximum height determination received.
- c. Zoning Division recommends using a full-service sign company for design.
- d. Easements for both entry and exit sides St. Andrews monuments confirmed.

Design Proposals

Mr. Schumacher noted:

- He received two proposals from McGee & Associates for design services for the entrance monuments noting if the Committee opts for Scenario *a. ii.* - Full Service - confirmation of the budget category accessed would be required.
- The concept will be developed in conjunction with Staff and the Committee.
- He will consult with Diane Compagnone, Sign Review Specialist, and Ray Bellows, Zoning Manager, Growth Management Division to clarify zoning requirements applicable to the monuments and report his findings to the Committee.

MINUTES

- In a motion March 15, 2018, the Committee approved McGee & Associates Landscape Architecture prepare a preliminary concept for the Entry Monuments for an amount Not-to-Exceed the Limited Refurbishment Funds available under the existing contract.
- On clarification of County zoning requirements, the Committee will determine the Scope of Service option they elect for Entry Monument Design.

B. New Lift Station @ Hidden Valley Drive

1. FY-18 Public Utilities project – Johnson Engineering Drawing.

Mr. Schumacher distributed Collier County construction plans “*Exhibit A, Sheet No. C-08 – Pump Station Detail*” prepared by Johnson Engineering for the sanitary lift station being relocated from Saint Andrews Boulevard to a County-owned parcel at the corner of Saint Andrews Boulevard and Hidden Valley Drive.

The station will be located on the edge of the Right-of-Way and Mr. Schumacher estimates 240 linear feet of plant material will be required to screen the area. The County’s intent is to sell the remainder of the property beyond the proposed foot print of the area for the facility.

During Committee discussion the following was noted:

- The station is a “typical” residential community lift station; however the County should research smaller scale options for the facility.
- Similar units are located in Doral and Naples Reserve.
- A financial allowance for installation of landscaping should be incorporated into the project.

Mr. Schumacher distributed communication from Linda Jorgensen expressing concern on the aesthetic and safety aspects of the project’s location. He also received correspondence from Marianne Wolf, Advanced Property Management Service, Inc. representing Vista Palm.

Mr. Schumacher will contact the County on the concerns regarding the site, including the size and height of the station, relay the Committee’s concerns on the project and provide an update at a future meeting.

C. Unfinished Business

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

Insurance reimbursement is pending for both claims.

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.

XI. Member Comments

None

XII. Public Comments

George Barton, 110 Doral Circle, suggested the County consider alternate commercial sites, such as the Public Utility site on Warren Street, for the proposed lift station and the County could sell the parcel of land owned on Hidden Valley Drive.

MINUTES

XIII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:05 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 _____.

**NEXT MEETING: APRIL 19, 2018 – 2:00 PM
COLLIER COUNTY EAST NAPLES LIBRARY
8787 TAMiami TRAIL EAST, NAPLES, FL 34113
(239) 775-5592**