



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103

Naples, FL 34113

Minutes

May 17, 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; Robert Kindelan - CLM; David Durrell – Juristaff
- III. Approval of Agenda**
The Committee approved the May 17, 2018 Agenda of the Lely Golf Estates Beautification M.S.T.U. as presented.
- IV. Approval of Minutes – April 19, 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 Ms. Jorgensen. Carried unanimously 4 - 0.
- V. Chairman’s Report – Tony Branco**
Chairman Branco reported on the community tour as follows:
- A. Irrigation
- Irrigation malfunction resulted in dry areas. *Mr. Schumacher will confirm the issue has been resolved.*
 - The Warren Street pump station demonstrated low pressure with two zones operating simultaneously at the main entrance. Mr. Sells reprogrammed the system to irrigate one zone at a time, increasing the pump pressure, and added an extra day and time allotment for irrigation.
 - CLM will test the system and adjust the set points week ending May 26th noting the pump may require rebuilding due to aging and resultant low-pressure performance.
 - Mr. Kindelan recommended that system should be set to irrigate one zone at a time for all medians and will recommend that to Mr. Sells.
- B. Landscaping
- The Podocarpus hedge on Rattlesnake Hammock Road has a dead plant that should be replaced.
 - Palm fronds encroaching on the solar panel at Augusta and Forest Hills Boulevards need to be trimmed.
- C. Committee Member Comments
- **Mr. Schumacher** will check inventory to determine if a Florida State flag is available to replace the existing flag.

MINUTES

- Survey markers bordering the canal in the vicinity of Tuscan Villa denote activity of a hurricane clean-up crew performing service under a federal contract.
- Road Maintenance is responsible to clean the west and north sides of the canal, at an undetermined time on their schedule.

VI. Landscape Architects Report – McGee & Associates

A. Summary, Detail

Mr. McGee summarized the “*Lely Golf Estates Landscape Observation Report*” FY17-18 dated May 8, 2018 noting confirmation report recommendations have not been addressed is indicated under column **R** (repeat):

General

- Systemic insecticide spray application required for Bougainvillea’s and Plumbago shrubs.
- Recommend removal of select Washingtonia Palm (as indicated on the summary report) with Foxtail, Christmas, Alexander or Sabal Palms.

Saint Andrews Boulevard & US 41

- Median #6: Recommend treatment of Spider Lily plants with soil drench fungicide.

Newsstand Area

- Remove turf and replant with sod type Perennial Peanut “*Ecoturf.*” *CLM will provide a quote for Peanut sod versus individual plants.*

Forest Hills Boulevard

- Median #12: Hand pull torpedo grass in the Bougainvillea shrubs at the north end of the median.

Forest Hills Cart Crossing & Lake

- Royal Palm fronds over solar panel need to be trimmed.
- Remove Crown of Thorn and replace with Perennial Peanut.

Pebble Beach Boulevard & Golf Cart Crossing

- Median #19: Remove Foxtail Palm.

Valley Stream Circle

- Remove Queen Palm

West R/W & Rattlesnake Hammock Road

- Damaged Podocarpus plant resulting from a motor cycle accident should be removed and soil analysis performed to determine health issue with the hedge.
- Recommend removal of Flax Lily and replacement with one row of Yellow African Iris.

Irrigation

- Warren Street water usage for April 2018 was 164,586 gallons (158,588 reuse; 5,725 potable).
- Extend the existing irrigation line on Forest Hills Blvd near the intersection of Augusta Boulevard adding heads between the sidewalk and the road.

The Committee directed Staff solicit a quote for consideration at the June meeting to address all plant, shrub and tree replacements based on McGee & Associates Summary report dated May 8, 2018. Mr. Schumacher will provide a summary list of materials to Commercial Land Maintenance, to be reviewed with Mr. McGee.

VII. Landscape Maintenance Report – Commercial Land Maintenance

A. Summary Comments

Mr. Kindelan updated the Committee on landscape maintenance noting:

- 8.2.12.180 fertilizer was applied week ending May 5, 2018; next application scheduled for October 2018.
- Stump holes are being filled.

VIII. Project Managers Report - Dan Schumacher

A. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated May 17, 2018*” for information purposes and provided an overview of the budget noting:

- \$239,043.35 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 \$66,643.86; expenditures \$87,656.95.
- Uncommitted Operating Expense funds available are \$37,699.19.
- A Purchase Order and Notice-to-Proceed were issued to Hart’s Electrical, Line 25.
- 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.

Mr. Schumacher conveyed the Committees decision to maintain a millage rate of 2.0000 to the county Budget Office. The proposed FY19 budget will be presented at the June meeting.

B. Lighting Inspection Report

Mr. Schumacher reported the lighting report compiled by Commercial Land Maintenance, will be reformatted to denote poles with LED lamps and A or B letter designation for poles with double luminaires.

- A Notice-to-Proceed has been issued to Hart’s Electrical to replace lamp outages.
- Six LED replacement fixtures remain in stock; lamps will be reordered when inventory level reaches two or three units.
- Cosmo light bulbs may still be on-hand for Doral Circle lamp replacements.

C. Lely HOA Street Sign Replacements – PO requested.

Mr. Schumacher and **Chairman Branco** visited Municipal Supply & Sign Co. to review the street sign replacement prototype.

- The prototype was tested on the current sign poles.
- Edges will be squared (vs. rounded).

A Purchase order and Notice-to-Proceed for replacement of sixty-eight (68) signs has been issued.

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

- Pressure reading was 110 PSI; 85-90 PSI recommended. *CLM will check the filter and the pressure regulator.*

E. Stump Removals

Holes are being filled.

F. Tree Replacements – Quotes requested.

Mr. Schumacher reported a Request for Quote (RFQ) has been distributed for tree replacement & will follow up with Mr. Kindelan.

G. U.S. 41 Median Landscaping

Mr. Schumacher received a response to his inquiry from Road Maintenance Landscape Operations noting a landscape refurbishment plan was developed prior to Hurricane 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. McGee & Associates “Limited” Design update.
- 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.

Mr. McGee distributed Lely Entry Monument Concept Plans for Committee review highlighting existing conditions, site improvements, architectural design elements and landscape plantings.

- The design features a metal trellis or arbor cantilevered in a bow shape beyond the wall.
- The trellis can be simplistic or decorative.
- Color and textures applicable to the fixture will be determined by the Committee as the design progresses.
- Ornamental accessories such as benches can be incorporated into the design.
- A small leaf Clusia hedge can be planted behind the wall in advance of construction to allow time to mature.
- Landscaping embellishments for consideration include Paroutis Palms, Magnolia trees and Bougainvillea shrubs.
- A building permit is required for construction.
- The preliminary design work was performed under the “*Limited Refurbishment Funds*” category of the current Purchase Order.

Mr. McGee will research the cost range of the trellis design with the manufacturer.

B. New Lift Station @ Hidden Valley Drive

1. FY-18 Public Utilities project – BCC Follow-up.

Mr. Schumacher reported as follows:

- The station is designed to accommodate future residential and commercial growth.
- Construction is “on hold” pending a public meeting to be scheduled in fall 2018.

C. Unfinished Business

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

Insurance reimbursement is pending for both claims.

MINUTES

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, potentially Doral Circle.

XI. Member Comments

None

XII. Public Comments

None

XIII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:45 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: JUNE 21, 2018 – 2:00 PM
COLLIER COUNTY EAST NAPLES LIBRARY
8787 TAMiami TRAIL EAST, NAPLES, FL 34113
(239) 775-5592**