



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

3299 Tamiami Trail East, Suite 103

Naples, FL 34113

### MINUTES

**APRIL 18, 2013**

#### **I. CALL TO ORDER**

Chairman Slebodnik meeting was called to order at 2:12PM.  
A quorum was established. Five voting members were present.

#### **II. ATTENDANCE**

**Members:** Robert Slebodnik, Chairman  
Tony Branco, Kathleen Dammert, David Larson (Vice Chair), Jennifer Tanner

**County:** Darryl Richard – Project Manager

**Others:** Michael McGee – Landscape Architect, P.A.  
Robert Kindelan – CLM,  
(Anne Iacuzzo – JuriStaff)

#### **III. APPROVAL OF AGENDA**

Addition:

- Under **Item V.** – “*Budget Report*”
  - A. Monthly
  - B. FY 2014 Budget
- Under **Item VIII.** –
  - Title is changed to “*Project Manager’s Report*”

*Jennifer Tanner moved to approve the Agenda as amended. Second by David Larson. Carried unanimously, 5 – 0.*

#### **IV. APPROVAL OF MINUTES – MARCH 21, 2013**

Correction:

- On Page 3 (last paragraph): Change “FPL has” to “**Contractors have**”

*Jennifer Tanner moved to approve the minutes of the March 21, 2013 meeting as amended. Second by David Larson. Carried unanimously, 5 – 0.*

**V. BUDGET REPORT – DARRYL RICHARD**

**A. Monthly**

(Attached: “LELY MSTU – Fund 152, dated April 18, 2013”)

• Current Ad Valorem Tax:	\$ 186,600.00	(anticipated to receive)
• Received to date:	\$ 171,052.57	
• To be Collected:	\$ 15,517.43	
• Operating Expense:	\$ 155,047.26	
• Open Purchase Orders:	\$ 43,720.35	
• Expenditures - Paid to date:	\$ 61,879.80	
• Operating Funds Available	\$ 49,447.11	
• Capital Outlay/Improvements:	\$ 296,300.00	
• Open Purchase Orders:	\$ 62,960.46	
• Spent to Date:	\$ 148,457.00	
• Available Total:	\$ 84,382.54	
• Reserves (for Insurance Claims):	\$ 100,000.00	
• Total Budget:	\$ 234,943.96	

**Darryl Richard** noted the Property Appraiser’s Office will issue updated taxable values for the MSTU in June.

**B. Draft: FY 2014 Budget**

(Attached: Copy of draft of Fiscal Year 2014 Budget)

**Darryl Richard** explained the draft contained two additional columns, “Forecast” (to take funds to October 1<sup>st</sup>) and “FY 14 Budget Request.”

- The Lighting Maintenance Budget (Line Item 24) was increased for 2014
  - Includes cost to retro-fit the dimmer switch
- The \$207,000 under “Improvements General” (Line Item 31) will be sufficient to carry through to the completion of the Pebble Beach project – October 1st
  - In 2014, only \$20,000 has been allocated for the same line item

He suggested a project for consideration by the Committee would be to refurbish the entry during the next fiscal year.

He further stated while the Budget is conservative, money can be moved around if needed.

**Jennifer Tanner** stated she is still trying to find someone to partner with the MSTU to help defray the cost to bury the lines. She is attempting to obtain information from Collier Enterprises concerning development plans for the commercial strip.

**Darryl Richard** agreed it would not make sense to start a new project until the information is obtained.

*Jennifer Tanner moved to approve the draft of the Fiscal Year 2014 Budget as presented. Second by Chairman Slebodnik. Carried unanimously, 5 – 0.*

## **VI. LANDSCAPE MAINTENANCE REPORT – CLM AND MCGEE & ASSOCIATES**

### **A. CLM (Commercial Land Maintenance) – Robert Kindelan**

- The new-growth tips of the Bougainvillea are being trimmed
- Issues with Plumbago – “thrips” infestation
  - May remove and substitute another plant
- Torpedo Grass weeds is growing in the Mimosa on Valley Stream
  - Hand-pulled an area as test patch for chemical treatment
- Fungus issue with flowers at entrance due to over-watering
  - Water use will be monitored –
  - New palm tree needs water but is on the same system – may be switched to another valve if cost-effective
  - Spreading fungicide
  - Dead flowers will be replaced
- Two trees will be installed on St. Andrews next week and will follow with an application of mulch

### **B. McGee & Associates – Michael McGee**

- Foxtails – seed pods will be removed
- Mulch will be spread to freshen up
- Proposal will be drafted re: Plumbago
  - Chili thrips infestation – yellow leaves indicate start
- Bougainvillea “Silhouette” will be planted to add some color (light lavender)
  - Have been successful keeping color with the Silhouette
  - Spraying on a continuous basis to remove caterpillars
- Water usage in general – good
  - Bougainvillea do not need very much water – no irrigation required
- The bottom fronds on some palms near solar panels have been cut back
  - Will monitor

## **VII. LANDSCAPE ARCHITECT’S REPORT – MCGEE & ASSOCIATES**

(Attached: “*Landscape Observation Report*,” dated April 18, 2013)

### **A. Pebble Beach Lighting**

- Wires will be pulled and installation of poles will begin next week
- FPL may replace the transformer (box)

### **B. Lumec Access panels**

- Spoke with company representative regarding obtaining 11 replacement panels
- *Suggestion:* The County should send a letter to the manufacturer requesting that it honors the warranty since the problem occurred prior to expiration of the warranty and the manufacturer’s sales rep was aware of the problem.

**Darryl Richard** will forward the name of a new contact to Michael McGee.

**Michael McGee:**

- Spoke with Randy Camp, FPL, regarding “ball park” estimate to move pole – will cost approximately \$15K to move the pole up to 30-feet
- Pole is currently located in front of the outbound sign – would be moved to the west
- Recommendation: move a minimum of 30-feet
- An electrician must be hired (separately) to run wire from the old disconnect to the new service
- FPL requires a diagram of the area from the County and payment of the fee before it will produce an actual estimate

*Jennifer Tanner moved to approve authorizing Darryl Richard and Michael McGee to obtain proposals/bids to remove the old wood pole, install a new concrete pole, and associated costs (electrician, etc.).*

*Second by Tony Bruno. Carried unanimously, 5 – 0.*

*(New Topic)*

**Tony Bruno** stated an accident had occurred earlier in the day and suggested that a replacement will be needed for the sign pole located at the crosswalk near the school on Pebble Beach. He referenced Accident Report #13-9868 taken by Collier County Deputy Sheriff Marotta (ID: 2903).

*Jennifer Tanner moved to approve authorizing replacement of the school crossing sign pole on St. Andrew’s with a decorative pole what matches the street sign. Second by Kathleen Dammert. Carried unanimously, 5 – 0.*

**Darryl Richard** will contact the County’s Traffic Operations to install a temporary pole until the decorative pole is installed

**Mr. Richard and Jennifer Tanner** will pursue an insurance claim and potential reimbursement.

## **VIII. PROJECT MANAGER’S REPORT – DARRYL RICHARD**

### **A. Update: Annual Maintenance Contract**

- The current contract for CLM (Commercial Land Maintenance) has been extended to October 14<sup>th</sup>
- The Bid submitted by Florida Land Maintenance, d/b/a Commercial Land Management, approved by the Committee during the March meeting, will be presented to the Board of County Commissioners for approval on May 14<sup>th</sup>.
- The Board will award the contract.
- Continuing to obtain a copy of the site plan of Collier Enterprises’ project.

## **IX. FUTURE PROJECTS**

*(None)*

## **X. COMMITTEE REPORTS**

*(None)*

**XI. OLD BUSINESS**

- **Royal Palm sign** – will be repainted by the County Club and it will be re-installed in the same location

**XII. NEW BUSINESS**

*(None)*

**XIII. PUBLIC COMMENT**

*(None)*

**NEXT MEETING: May 16, 2013 at 2:00 PM**  
Collier County East Naples Library Branch  
8787 Tamiami Trail East, Naples, FL 34112

*There being no further business to come before the Committee, the meeting was adjourned at 3:05 PM.*

**LELY GOLF ESTATES BEAUTIFICATION  
MSTU ADVISORY COMMITTEE**

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**ROBERT SLEBODNIK, CHAIRMAN**

The Minutes were approved by the Committee/Board on \_\_\_\_\_, 2013,  
“*as presented*” [] **OR** “*as amended*” [].