



**GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**
3299 Tamiami Trail East, Suite 103
Naples, FL 34113

MEETING MINUTES

DECEMBER 12, 2013

I. CALL TO ORDER

Chairman Slebodnik meeting was called to order at 2:01 PM.
A quorum was established. Four voting members were present.

II. ATTENDANCE

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

Excused: Jennifer Tanner

County: Darryl Richard – Project Manager

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

III. APPROVAL OF AGENDA

Kathleen Dammert moved to approve the Agenda as presented. Tony Branco offered a Second in support of the motion. Carried unanimously, 4 – 0.

IV. APPROVAL OF MINUTES – OCTOBER 24, 2013

Correction:

- On Page 5 (first bullet):
 - **Deleted:** “The fence was removed and the property looks as if it is part of the park.”

David Larson moved to approve the Minutes of the October 24, 2013 meeting as amended. Kathleen Dammert offered a Second in support of the motion. Carried unanimously, 4 – 0.

V. CHAIRMAN’S REPORT – ROBERT SLEBODNIK

A. 111 Pebble Beach Blvd. – Abandoned Property

Bank of America has possession of the property.

Chairman Slebodnik stated he contacted the Bank of America’s maintenance company twice concerning trimming the shrubs but, to date, has not received a response.

B. Christmas Lights

It was noted the entrance at St. Andrew’s looks “very nice.”

Tony Branco observed the lights at the entrance (outbound side) were not working. He stated the cord had not been plugged into the outlet. He also asked if the first two poles in the median could be wrapped in rope.

It was noted the Christmas lights were installed later than last year.

Darryl Richard replied it was due to delays in approving the Purchase Orders.

Suggestion: Next year, submit the Purchase Orders during the first week of October.

VI. BUDGET REPORT – DARRYL RICHARD

(Attached: “LELY MSTU – Fund 152, dated October 24, 2013”)

• Current Ad Valorem Taxes:	\$ 192,000.00	(To Be Collected)
• Received to Date:	\$ 23,969.57	
• To be Collected:	\$ 168,030.43	
• Operating Expense:	\$ 164,500.00	(Line Item 32)
• Encumbered:	\$ 74,579.88	
• Spent to Date:	\$ 24,781.18	
• Funds Available:	\$ 65,1381.94	
• Capital Outlay/Improvements:	\$ 45,800.00	(Line Items 33 and 34)
• Open Purchase Orders:	\$ 00.00	
• Spent to Date:	\$ 00.00	
• Available:	\$ 45,800.00	
• Reserves:	\$ 100,000.00	(Line Items 40 and 41)
• Total Budget Amount:	\$ 245,995.16	

Darryl Richard noted Line Item #10 (“Carry Forward General”) indicated the amount of funds from the previous Budget (\$163,200.)

Chairman Slebodnik asked why the Budget Report had been changed. In the past there were two Reserve accounts, i.e., a “Hurricane Fund,” which was earmarked for repairs.

Q. Why was the Reserve fund labeled for “insurance claims” – it gives the impression there are pending claims to be paid by the MSTU.

Q. What is “Transfer Construction” (Line Item #39) and why was \$1,143.68 paid?

Regarding Line Items #35 and #36, there was confusion concerning “unincorporated.”

Darryl Richard stated the figure reflected salary for Staff.

Chairman Slebodnik asked Darryl Richard to invite the appropriate members of County Budget Staff to appear at the next Committee meeting to explain the Budget Report and how it was compiled.

Action Item: **Darryl Richard** will contact Budget Analyst Caroline Soto concerning the issues outlined above.

VII. LANDSCAPE MAINTENANCE REPORT – CLM AND MCGEE & ASSOCIATES

Robert Kindelan:

- The Royal Palm trees along St. Andres were treated with fertilized spikes (one time only treatment). It will take approximately six months to determine if it was successful.
 - Michael McGee will monitor the condition of the trees.
- The plant material was fertilized and the fertilizer has been depleted
 - Will submit a Purchase Order
- The flowers at the entrance has been treated on a monthly basis
 - Dead flowers are removed on a weekly basis
- Weed-infested turn (sign at US 41) will be removed and replaced with St. Augustine sod
- Bahia grass will be installed in the area between the two telephones boxes and the Day Care Center

Q. Is there any way to keep gravel from washing onto the sidewalk?

A. Best option is to install an asphalt “apron” up the hill.

Action Item: **Darryl Richard** will contact the County’s Right-of-Way department to alert them to the safety issue.

- Median 4 (St. Andrew’s @ Pebble Beach): Will treat the three palm trees
- There have been irrigation issues with the County’s Motorola Controller System at Valley Stream Circle and St. Andrew’s
 - The system is working properly in the field
 - False “alert alarms” are being sent to Staff
 - Will follow-up with Roger Dick

Darryl Richard noted another MSTU was experiencing the same issue, i.e., problems with the Controller.

Bob Kindelan suggested switching to the “stand alone” mode. He noted the County has not specified what was the communication error. He reiterated his crew checked and the system has been functioning. He stated certain alarms will completely shut down the irrigation system.

VIII. LANDSCAPE ARCHITECT’S REPORT – MCGEE & ASSOCIATES

A. General Maintenance Issues

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

- Recommended removing the seed pods from the Tall Royal Palms at the entrance at US 41
- Also recommended checking the Royal Palms on Doral for the same issue
- Torpedo grass: no issues
- The potable water meter should be checked to ensure that it is the “open” position
- Drips and leaks have been spotted on Warren Street
- The Royal Palm Country Club’s sign is falling apart

Darryl Richard stated he was contacted by the Club’s President about the sign. He referred him to the County’s Permit Department for assistance since a permit application will be required before a new sign can be installed.

Mike McGee noted the sign is in the State’s Right-of-Way.

Darryl Richard reiterated the sign was not within the MSTU’s jurisdiction.

Chairman Slebodnik stated he spoke with the new President and suggest the Country Club should wither refurbish the existing sign or install a new sign in the same location.

B. Ground Cover List

- Mike McGee provided a list with photos of suggested ground cover (Pages 8 through 11 of the information packet provided to the Committee)
- Page 12 lists various Bromeliads which tolerate full sun

C. St. Andrew’s Sight Line

- Mike McGee conducted a sight line study and provided photographs (Pages 13 through 18)
- Mr. McGee stated as long as the speed limit is observed, the sight lines are problem free
- He noted there was an issue at the intersection of Valley Stream and St. Andrew’s where a Cocoplum hedge blocks the view (hedge is located on private property)
 - The height limit is 36-inches

Tony Branco noted there is a different perspective when driving a car, i.e., lower.

Mr. McGee stated he drove the area in his SUV.

- At West Median #5 (Pebble Beach Circle – west end), he recommended removing the dwarf Bougainvillea between the Juniper bed and placing with more Juniper.
- Additionally, at the same location, he recommended removing the Plumbago bed and installing new grove cover plants.

IX. PROJECT MANAGER’S REPORT – DARRYL RICHARD

- **Darryl Richard** was contacted by a representative of Treasure Point who asked how to approach the County accept the Right-of-Way for maintenance. He stated

if the County does accept the ROW, the MSTU may be approached for assistance.

- **Mike McGee** noted the Royal Palms at Treasure Point were planted between the sidewalk and the ROW. He asked who will be responsible if the Palms die off or if the roots from the Palms lift the sidewalk.
- The sight line at Rattlesnake has been improved – the plants were trimmed
- The Palm tree at the entrance (US 41) was replaced

X. OLD BUSINESS

(None)

XI. NEW BUSINESS

A. Election of Officers – Fiscal Year 2014

The floor was opened for nominations for the office of Chairman.

- *Tony Branco moved to nominate Robert Slebodnik to serve as Chairman for the 2014 term. Kathleen Dammert offered a Second in support of the motion.*
- *Mr. Slebodnik accepted the nomination.*
- *Motion carried, 3 – “Yes”/1 – “Abstention.” Mr. Slebodnik abstained from voting.*

The floor was closed for the office of Chairman.

The floor was opened for nominations for the office of Vice-Chair.

- *Kathleen Dammert moved to nominate David Larson to serve as Vice Chair for the 2014 term. Robert Slebodnik offered a Second in support of the motion.*
- *Mr. Larson accepted the nomination.*
- *Motion carried, 3 – “Yes”/1 – “Abstention.” Mr. Larson abstained from voting.*

The floor was closed for the office of Vice Chair.

XII. MEMBER COMMENTS

- **Chairman Slebodnik** noted Allan Cooper was retiring from serving as President of the Royal Palm Country Club. He stated he the MSTU had a good working relationship which he wished to continue.
- Suggestion: Darryl Richard, Mike McGee and Bob Slebodnik should meet with the new President.
- **Action Item: Chairman Slebodnik** will contact the President to schedule a meeting after January 6, 2014.

XIII. PUBLIC COMMENTS

(None)

XIV. ADJOURNMENT

NEXT MEETING: January 23, 2014 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 3:15 PM.

**LELY GOLF ESTATES BEAUTIFICATION
MSTU ADVISORY COMMITTEE**

ROBERT SLEBODNIK, CHAIRMAN

The Minutes were approved by the Committee/Board on _____, 2014,
“*as submitted*” **OR** “*as amended*” .