



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

3299 Tamiami Trail East Suite 103  
Naples, FL 34113

### Minutes

January 16, 2019

#### I. Call to Order

**Chairman Branco** called the meeting to order at 2:05 PM. A quorum was established.

#### II. Attendance

**Committee Members:** Tony Branco, Chair; Kathleen Dammert, Vice-Chair (Excused); Linda Jorgensen; Jacalyn Lowry (Excused); Kathleen Slebodnik  
**County:** Michelle Arnold, PTNE Director (Excused); Dan Schumacher, Project Manager  
**Others:** Michael McGee – McGee & Associates  
Gary Gorden – Superb Landscape Services

#### III. Approval of Agenda

*Ms. Jorgensen moved to approve the January 16, 2020 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:*

*Add: Item V. Chairman's Report - B. Contract Meeting with Superb Landscape Services.*

*Item VII. Project Manager's Report – F. Tuscany Villa Meeting.*

*Second by Ms. Slebodnik. Carried unanimously 3 - 0.*

#### IV. Approval of Minutes – December 19, 2019

*Ms. Slebodnik moved to approve the minutes of the December 19, 2019 Lely Golf Estates Beautification M.S.T.U. meeting subject to the following change:*

*Page 1, Item V. Chairman's Report, A., Community Assessment bullet 7: from "... Ms. Lowry will solicit input from Lisa Garrity, President of the Lely HOA, to determine the bus stop location and confirm suggested bench placement.) ...," to ... Ms. Lowry will solicit input from Lisa McGarity, President of the Lely HOA, to determine the bus stop location and confirm suggested bench placement. ...).*

*Second by Ms. Jorgensen. Carried unanimously 3 - 0.*

#### V. Chairman's Report – Tony Branco

##### A. Community Assessment

- Mulch should be "Specialty Red" as selected by the Committee at the December 13, 2017 meeting. **Mr. Schumacher** will research feasibility of topping the County Brown Mulch with "Specialty Red."
- Geraniums planted at the front entrance look good.
- Shrubbery at the Pebble Beach Blvd. golf cart crossing should be pruned back two to three feet. **Mr. Schumacher** will contact the superintendent of the Hibiscus Golf Course requesting the hedge be trimmed to align with the MSTU hedges.
- Status of "R" (repeat) items has not improved since December 2019. Nine (9) landscape items on McGee & Associates summary report are over two years old; one (1) is eighteen months old; two (2) exceed twelve months and fourteen (14) are six months or more.

**B. Contract Meeting with Superb Contract Landscape Services.**

In December 2019, Mr. Branco, Ms. Arnold, Mr. Schumacher and Mr. Kindelan, Superb Landscape Services, met to discuss initiatives to improve Superb Landscape Services' performance.

*Mr. Schumacher will summarize the meeting in writing to document action points and forward the report to members by the end of January 2020.*

**VI. Contractor Reports**

**A. Landscape Architect's Report – McGee & Associates (M&A)**

**Mr. McGee** summarized the "*Lely Golf Estates Landscape Observation Report FY19-20*" dated January 2, 2020.

All Locations

- The strike through indicating the mulch job is complete will be removed pending resolution of color selection and application.
- Bougainvillea's have been treated for caterpillar activity.

Saint Andrews Boulevard & US 41, Inbound R/W South

Superb Landscape Services provided an estimate in the amount of \$2,290.00 to install a residential scale retaining wall around three (3) sides of the bench paver pad at the easternmost bench location. Retaining wall paver color and style will be selected by the Committee.

**Mr. Schumacher** will:

- Purchase bench retaining wall paver samples for presentation to the Committee at the February 20, 2020 meeting.
- Retaining wall pavers will match or complement the existing pad pavers.

*Ms. Slebodnik motioned to approve Superb Landscape Services, Inc. Estimate #E1105641, dated December 12, 2019, in the amount of \$2,290.00 for installation of a retaining wall at the bench location on Saint Andrews entrance in accordance with McGee & Associates Landscape Architect Observation Report specifications. Second by Ms. Jorgensen. Carried unanimously 3 – 0.*

Saint Andrews Boulevard Outbound R/W North

- Median #12, Address 425: Remove one Ilex tree and replace with one Crape Myrtle Muskogee, 30 gallons. **Mr. Schumacher** will secure a quote for replacement.
- Median #12: Replace one (1) Crape Myrtle damage by an auto accident.

*Ms. Slebodnik motioned to approve replacement of one Ilex tree with one Crape Myrtle Muskogee tree on Saint Andrews Boulevard, Median #12 at address 425. Second by Ms. Jorgensen. Carried unanimously 3 -0.*

Doral Circle E R/W & West R/W & Rattlesnake Hammock Road

- Fallen stones recovered from the Doral bridge were given to Superb Landscape for reattachment.
- The original supplier is VENEERSTONE COMPANY, INC. and Staff has located their website to review product specifications for replacement stones.
- The original "Chardonnay" color is out of production.
- **Mr. Schumacher** identify stones compatible with the "Chardonnay" color.

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- Based on the quantity required to complete the job, determined after salvaged stones have been re-attached, **Mr. Schumacher** will solicit a quote for bridge stones.
- Bridge wall and sidewalk pavers will be pressure cleaned and treated with Wet & Forget product.
- Polymer sand will be applied to large open joints between pavers and valley gutter to fill large gaps (safety issue). *Item was approved by the Committee on May 16, 2019.*

### Water Usage

Warren Street Water Use for December 2019 was 107,701 gallons of reuse; Valley Stream 9,050 potable gallons.

### HydroPoint Conversion Doral Circle

**Mr. Schumacher** suggested the Committee consider installation of the WeatherTRAK Smart Irrigation Management system by HydroPoint as a 2020 project. The cost estimate for installation in May 2019 at Doral Circle was \$8,532.00 excluding charges for underground conduit boring (plumbing & electrical wiring).

## **B. Landscape Maintenance Report – Superb Landscape Services (SLS)**

**Mr. Gorden** reported:

- Bougainvillea's were fertilized and treated with insecticide to eradicate caterpillar activity.
- Shrubbery at Pebble Beach Blvd. golf cart crossing was trimmed back from the road.
- Broadleaf weeds in turf will be treated with herbicide.
- Superb Landscape Services has provided a quote to pressure clean sidewalk pavers at Doral Circle East R/W and Rattlesnake Hammock Road West R/W and treat with Wet & Forget.

## **VII. Project Managers Report - Dan Schumacher**

### **A. Budget Report**

**Mr. Schumacher** summarized the “*Lely MSTU Fund Budget 152 dated January 16, 2020*” for information purposes and provided an overview of the budget noting:

- FY-20 Ad Valorem property tax revenue budget is \$286,300.00, an increase of 5.93% over FY19. The Millage rate is 2.000 mils.
- Total revenue FY-20 is \$694,987.69 including investment interest, transfers and contributions (minus a 5% reserve of \$14,500).
- Current Operating Expense Budget is \$226,500.00 of which Commitments total \$148,818.74; \$38,873.67 is expended.
- Uncommitted Operating Expense funds available are \$38,807.59.
- Purchase Orders “rolled over” to the FY-20 Budget reflect balances as follows:

#### Line 36, Improvements General

*Lykins-Signtek* for renovation of the Lely Gateway Monument Refurbishment in the amount of \$47,062.00.

*Florida Irrigation Supply Inc. (FIS)* for HydroPoint Controls to upgrade the irrigation system in the amount of \$755.69.

*Hart's Electrical* in the amount of \$3,630.00 of which \$600.53 is expended for HydroPoint ground rods installation.

- Two flags were purchased for the Saint Andrews front entrance for \$54.58.
- The Hart's Purchase Order balance is adequate; lamp failure rate has been minimal.
- With the Collier County contract with Florida Irrigation Supply (FIS) having expired, the county's Procurement Division opted to “piggyback” off the Lee County contract which

## MINUTES

- includes two contractors, FIS and SiteOne Landscape Supply. Purchase Order balances for both vendors are recorded on Line 25, Site One \$2,000.00; FIS \$1,626.11.
- The FY-19 fund transfer from Capital Outlay Funds to Operating Expense was credited back in the FY-20 budget. A budget amendment, subject to Board of County Commissioners (BCC) approval, will be requested to move the funds back into the Operating Expense category.
  - Capital Outlay Fund, Line 37, reserved to fund capital projects, available balance is \$199,842.00.
  - 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; the request is not yet resolved.
  - Items highlighted in Red indicate closed out Purchase Orders.
  - Total available balance, less committed expenses, is \$442,128.69.

### **B. Lighting Inspection Report**

The Lely M.S.T.U. Lighting Inspection summary dated January 3, 2020 indicated no outages.

### **C. Plant and Tree Replacements**

**Mr. Schumacher** reported on the circumstances delaying the landscape installation:

- The funds transfer from the Capital Outlay Budget to Operating Expense to finance landscaping replacements has been approved by the Board of County Commissioners (BCC).
- The principal Quote Work the MSTU is utilizing is E1105611, presented to the Committee on July 18, 2019.
- Superb Landscape is in the process of ordering materials based on a Notice to Proceed (NTP).
- Some trees have not been ordered as available product at various nurseries does not meet the Florida No. 1 grade standard.
- Replacement for the tree by the Lely Presbyterian Church will be verified and/or added to the list.
- The final quote including the addition of one Crape Myrtle, will be distributed to members for review.

### **D. Street & Traffic Signs**

- STOP signs, supplied by Road Maintenance, and street name signs (except two), have been replaced by Lykins-Signtek.
- Two (2) double sided street name signs on Doral Circle remain to be installed.
- The first interim invoice has been received for final approval of payment. On payment three (3) signs will be ordered including the pole at the St. Andrews and Pebble Beach Boulevard median.
- The Dead-End sign on Forest Hills and Pebble Beach Boulevards will be replaced with a sign stating, “No Outlet.” (Treasure Point entrance).
- Permit has been granted by the Procurement Division and Clerks Office to manufacture decorative signs.

### **E. Non-Potable Water Signs**

**Mr. Schumacher** sent a Request for Quote (RFQ) to Municipal Supply & Sign Co. for six (6) “*Reclaimed Water*” decorative signs replicating those used by the City of Naples.

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Municipal Supply & Sign responded that satisfaction of a Lely M.S.T.U. outstanding invoice balance is necessary for the company to supply the product.

**Mr. Schumacher** will research options with County approved sign companies to replace six (6) deteriorated Reclaimed Water signage on Lely medians with the decorative sign style utilized by the City of Naples.

### F. Tuscany Villa Meeting

**Mr. Schumacher** met with Vincent Petrosini of Tuscany Villa to convey concern regarding the use of Italian Cypress planting to camouflage the diesel generator by the newsstand on St. Andrews Boulevard and was advised the decision was handled by the corporate office.

**Ms. Arnold** noted Tuscany Villa is private property, the planting was permitted and approved by Collier County. Tuscany Villa is not an M.S.T.U.'s asset and involvement in the project is out of their jurisdiction.

## VIII. Ongoing Business

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

Based on an initial Structural Engineering review provided by Lykins-Signtek, reinforcement of the proposed monument design structure was recommended to ensure compliance with current wind mitigation standards.

Bridging Solutions has been consulted for recommendations on a solution to the wind mitigation standard for application to the Gateway Entry Signs.

*Mr. Schumacher contacted the county Sign Review office and Structural Plans Review office to request a meeting and ascertain the extent of the engineering review required and whether an accessible waiver process exists.*

## IX. New Business

### A. Benches

**Lisa McGarity, President of the Lely Homeowners Association**, requested a "Madison" style bench be installed in the Forest Hill Blvd Right of Way (ROW) at Augusta Blvd. to accommodate children waiting for the school bus.

**Mr. Schumacher** will:

- Determine if the proposed location is on Hibiscus Golf Club property.
- Determine the existence of an M.S.T.U. easement and/or seek golf club management's agreement to granting an "access easement" if required.
- Consult the representatives of the School District to verify number of children utilizing public transportation and current school bus pick-up locations in Lely.
- Ensure installation is aesthetically attractive and safe.
- Notify Ms. McGarity the M.S.T.U. is researching the HOA's request.

## X. Committee Member Comments

None

## XI. Public Comment

None

MINUTES

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:25 PM.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU  
ADVISORY COMMITTEE**

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**Tony Branco, Chairman**

The Minutes were approved by the Committee on \_\_\_\_\_ 2020, as presented \_\_\_\_\_, or as amended \_\_\_\_\_.

**NEXT MEETING:**  
**FEBRUARY 20, 2020 – 2:00 PM**  
COLLIER COUNTY LIBRARY  
EAST NAPLES BRANCH  
8787 TAMiami TRAIL EAST  
NAPLES, FL 34113  
(239) 775-5592