



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road  
Naples, FL 34104

**Minutes** (via ZOOM remote access)  
**September 17, 2020**

### I. Call to Order

**Vice-Chair Dammert** called the meeting to order at 2:02 PM. A quorum of four was present.

### II. Attendance

**Committee Members:** Tony Branco, Chair (Excused); Kathleen Dammert, Vice-Chair; Linda Jorgensen; Jacalyn Lowry; Kathleen Slebodnik

**County:** Michelle Arnold, PTNE Director (Excused); Dan Schumacher, Project Manager.  
Rosio Garcia, Administrative Assistant

**Others:** Michael McGee – McGee & Associates; Gary Gorden – Superb Landscape Services

### III. Approval of Agenda

*Ms. Lowry moved to approve the September 17, 2020 Agenda of the Lely Golf Estates Beautification M.S.T.U. as presented. Second by Ms. Slebodnik. Carried unanimously 4 - 0.*

### IV. Approval of Minutes – August 20, 2020

*Ms. Slebodnik moved to approve the minutes of the August 20, 2020 Lely Golf Estates Beautification M.S.T.U. meeting as presented. Second by Ms. Lowry. Carried unanimously 4 - 0.*

### V. Vice-Chair's Report – Kathleen Dammert

#### A. Community Assessment

##### Pending Status Review

- County and State flags at the St. Andrews Blvd. entrance were replaced.
- Mulch was installed outside the bench paver retaining wall near the St. Andrews Blvd. entrance.
- McGee & Associates Summary Report tabulates the landscape refurbishment progress. "R" (repeat) item status: one (1) landscape item is two years old; three (3) are eighteen months old; three (3) exceed twelve months and (1) is six months or more.

##### Tuscany Villa Landscaping

**Mr. Schumacher** reported the August 2019 building permit for the Tuscany Villa parcel for the generator station states, "plant trees around generator for screening." A requirement of the permit is to maintain screened condition.

He will provide Ms. Slebodnik an electronic copy of the permit to submit to the Code Enforcement Division to request violation reevaluation due to the poor condition of the Italian Cypress trees planted to camouflage the Tuscany Villa's diesel generator by the newsstand on St. Andrews Boulevard.

##### Holiday Lights

A quote from Whited Holiday Décor for installation of holiday lights for the Lely entrance on Saint Andrews Boulevard & Doral Circle will be reviewed by the Committee at the October meeting.

## 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 September 1, 2020.

#### All Locations

- “Strike throughs” indicate jobs are complete and will be removed from next month’s report.
- Notations in red indicate actions taken such as Notice-to-Proceed or deferments.
- Most “R” repeat items are related to the refurbishment project.

#### Washingtonia Palms

A quote was received from Superb Landscaping in the amount of \$32,540.00 to remove twenty-two (22) Washingtonia Palms within the community. The Washingtonia Palms are too tall and are prone to harm from natural events such as lightning strikes or hurricanes. Consideration will be given to the project by the Committee for fourth quarter 2020.

#### Saint Andrews Boulevard & US 41 South

Review damaged Spider Lily plants adjacent to Screw Pine tree.

#### Saint Andrews Boulevard

##### Median #3

- Address 105: Plumbago bed and irrigation expansion approved.
- A failing Queen Crape Myrtle needs to be replaced.

##### Median #5

- Ilex tree at address 152 was flush cut; remove from the list.

#### Pebble Beach Boulevard Golf Cart Crossing

- Condition of Spider Lily plants will be evaluated, and replacement planting considered.
- Upgrade of the irrigation system by Hibiscus Golf course is completed but not activated.

#### Pebble Beach Boulevard

##### Median #16

- Substitute three (3) Alexander Palms for Christmas Palms due to lack of product availability.  
*Mr. Schumacher will solicit a quote from Superb Landscape and schedule installation for October.*

##### Median #19

- A Notice-to-Proceed with Perennial Peanut installation was issued.

#### Water Usage

August 2020 Reuse Water Use for Warren Street of 24,075 gallons. Valley Stream’s water use data was recorded as 6,410 potable gallons.

#### Fertilization

Fertilizer will be ordered in accordance with County standards and applied in October 2020.

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

Mr. Gorden will confirm the Jatropha tree on Median #23, West R/W Rattlesnake Hammock Road, is pruned.

**VII. Project Manager's Report – Dan Schumacher****A. Budget Report**

**Mr. Schumacher** summarized the “*Lely MSTU Fund Budget 152 dated September 17, 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 2.0000 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 \$257,392.00 of which Commitments total \$51,191.33; \$200,534.45 is expended.
- Uncommitted Operating Expense funds available are \$5,666.22.
- Purchase Order balances remaining as of September 30th will “carry over” to the FY-21 Budget.
- Superb Landscape Incidentals are anticipated to exceed the \$60,892.00 budget by \$14,257.00 due to the refurbishment project. \*
- Capital Outlay Fund, Line 56, reserved to fund capital projects, available balance is \$166,240.00.
- Reserves for Insurance and Catastrophic/Hurricane funds total \$150,000.00.
- Total available balance, less committed expenses, is \$322,600.51.

*\*It is permissible to “overspend” the amount allocated in the budget if Operating Capital, Line 35, uncommitted Operating funds, are available.*

*The Lely MSTU FY-21 budget is effective October 1, 2020. Unexpended funds from Operating Expenses and the Capital Outlay category will be “rolled-over” to the FY-21 budget. Purchase Order requests for FY-21 will be submitted to the Procurement Division on October 1, 2020.*

**B. Lighting Inspection Report**

- The Lely M.S.T.U. Lighting Inspection summary dated September 1, 2020 indicated four (4) LED lamp outages.
- Hart's Electrical replaced those plus two (2) additional lamp outages identified at the job site, increasing the total to six (6). Hart's confirmed the failed lamps were not LED's.
- The exit sign light on St. Andrews Boulevard will be replaced in October.

*Mr. Schumacher will order more replacement LED lamps in FY-21.*

**C. Plant and Tree Replacements**

This topic was discussed under Item VI-A, *Landscape Architect's Report*.

**D. Non-potable Water Signs**

- Nine (9) non-potable water signs were received, and Mr. Schumacher will supply hardware and PVC piping to a Machine Shop for post/sign fabrication.
- Fabrication will commence upon issuance of a PO in October, with installation to follow.

**E. St. Andrews Lift Station**

**Mr. Schumacher** discussed the Public Utilities Department proposed landscape design for the pump station on St. Andrews Boulevard with Johnson Engineering and communicated the Beautification M.S.T.U.'s desire to screen the equipment more extensively.

Mr. McGee's design modifications were forwarded to Johnson Engineering, proposing adjustment of the hedge location and incorporating a ninety degree turn to better shield the view of the generator from the sidewalk and roadway westbound views. Irrigation wiring must be located for protection during installation.

*Mr. Schumacher noted the M.S.T.U. may have to fund the additional landscape expense.*

## VIII. Ongoing Business

### A. LED Radar Speed Signs

The radar speed sign from Traffic Logix was shipped September 16, 2020. On receipt, Mr. Schumacher will arrange for installation.

### B. Thermoplastic Crosswalks – Paver Style

Eight crosswalk intersections on St. Andrews Boulevard and one on Augusta Boulevard, were identified for paver installations. In late September, a quote will be requested from McShea Contracting, LLC for a thermoplastic paver crosswalk, faux brick pattern, for purchase and installation anticipated in FY-21.

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

Procurement Division has determined that the FY-19 Purchase Order issued to Lykins-Signtek in the amount of \$47,062.00 will not be extended into FY-21.

Principal Issues:

- a. A wind load analysis and engineering drawing, signed & stamped by a licensed Professional Engineer (P.E.), are required as part of the permitting process for signs.
- b. Estimated additional costs to reinforce the existing monument (\$10,000-\$15,000) would push the total project cost over the County threshold of \$50,000 so a full bid solicitation is required.

## IX. New Business

None

## X. Committee Member Comments

**Ms. Slebodnik** reported payment in the amount of \$140.00 for damage to her mailbox has not been received from Superb Landscape. Mr. Gorden will contact Mr. Kindelan for expedited reimbursement.

## XI. Public Comment

None

## XII. Adjournment

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 2:51 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:**  
**OCTOBER 22, 2020 – 2:00 PM**  
COLLIER COUNTY LIBRARY  
EAST NAPLES BRANCH  
8787 TAMiami TRAIL EASTS  
NAPLES, FL 34113  
(239) 775-5592

Subject to permission from the County Manager