



GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

Minutes February 18, 2021

I. Call to Order

The meeting was called to order at 2:08 PM and a quorum was established.

Ms. Jorgensen motioned to allow Tony Branco and Kathleen Dammert to participate in the meeting via ZOOM remote access due to an extraordinary circumstance. Second by Ms. Lowry. Carried unanimously 3 – 0.

II. Attendance

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

County: Michelle Arnold, PTNE Director; Dan Schumacher, Project Manager; Rosio Garcia, Administrative Assistant

Others: Mike McGee, Landscape Architect, McGee & Associates; Gary Gorden – Superb Landscape Services; Wendy Warren, Premier Staffing

III. Approval of Agenda

Ms. Lowry moved to approve the February 18, 2021 Agenda of the Lely Golf Estates Beautification M.S.T.U. as presented. Second by Ms. Slebodnik. Carried unanimously 5 - 0.

IV. Approval of Minutes – November 19, 2020 and January 21, 2021

Ms. Lowry moved to approve the minutes of the November 19, 2020 and January 21, 2021 Lely Golf Estates Beautification M.S.T.U. as presented. Second by Ms. Dammert. Carried unanimously 5 - 0.

V. Chairman's Report – Tony Branco

A. Community Assessment

Chair Branco reported:

- Generally landscaping looks good.
- Bougainvillea plantings at the Saint Andrews Boulevard entrance are distressed.
- McGee & Associates Summary Report indicated significant progress with two (2) outstanding landscape items.

Entryway Palms

- A photograph depicting the entryway palms on St. Andrews Blvd. prior to 2003-2004 was submitted by Chair Branco.
- The Palms will be trimmed back and fertilized to enhance the screening effect.

Chair Branco will provide a copy of the photograph to Mr. Schumacher for distribution to the Committee.

VI. Contractor Reports

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

Mr. McGee summarized the “*Lely Golf Estates Landscape Observation Report FY20-21*” dated February 2, 2021.

All Locations

“Strike throughs” indicate jobs are complete and will be removed from next month’s report.

Saint Andrews Boulevard & US 41 South Inbound

Bougainvillea Silhouettes have foliage discoloration due to fungus.

Median #8

- Add one (1) Crape Myrtle tree, thirty (30) gallons, west of the lift station.

Forest Hills Cart Crossing and Lake

- Install turf in south and northwest areas.

Pebble Beach Boulevard

- Median #17, address 116: Replace Sabal Palm under warranty.

West R/W & Rattlesnake Hammock Rd

- Median #23: Replace dead geranium plant.

Palm Tree Brace Removal

Ms. Arnold recommended braces on Palm trees be removed post storm season.

Water Usage January 2021

Warren Street Reuse Water Use 124,320 gallons; no potable water was used.

Valley Stream’s meter indicated 5550 gallons of potable water use.

Valley Stream Irrigation System

An FPL meter is available to the MSTU to replace the failed solar irrigation control console. Operational cost will be low. Hart’s Electrical verified the connections to the meter and confirmed active status with FPL. A new Hunter four (4) zone controller was installed. Superb Landscaping will connect the zone wires and rain sensor and the system should be functioning week ending February 27, 2021.

Mr. McGee recommended the irrigation crew check the rotor heads height noting the rain sensor may have to be elevated.

St Andrews Entryway Sign Palm Trees

The Committee discussed removal of the palms bordering the sides of the Entryway sign.

Mr. McGee expressed concern removal may de-stabilize the area and recommended the palms be pruned and fertilized.

Mr. Schumacher will:

- Re-send the Notice to Proceed (NTP) to Superb Landscape Services to install turf on Forest Hills Cart Crossing and lake on the southwest and northwest areas.

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

Mr. Gorden reported:

- Bougainvillea's at front entrance on Saint Andrews Boulevard will be treated with a fungicide treatment applied to the root system.
- Paroutis Palms will be trimmed and fertilized for a Potassium deficiency week ending February 27th.
- Median #17: the dead Sabal Palm will be replaced by Superb Landscaping at vendor's expense.
- A Geranium will be transplanted from Median #1 to Median #23.
- Searching vendors for a multi trunk Jatropha tree to plant on Rattlesnake Hammock Road at Doral Circle, Median #23.
- Sod will be installed on Forest Hills Cart Crossing and lake on the southwest and northwest area week ending February 27th.
- Bridge wall veneer stones, roadside facing along the Doral Circle east R/W, were installed.
- Seven (7) Podocarpus plants, twenty-five (25) gallon size, to replace plants bordering the fence damaged by vehicular accident will be installed week ending February 20th.

VII. Project Manager's Report – Dan Schumacher

A. Election of Officers – 2021 - 2022

i. Nominations for Chair

Ms. Dammert nominated Tony Branco for the position of Chair of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Lowry. Nominations were closed and no others were tendered. Mr. Branco retained the office of Vice-Chair of the Committee.

ii. Nominations for Vice-Chair

Ms. Lowry nominated Kathleen Dammert for the position of Vice-Chair of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Chair Branco. Nominations were closed and no others were tendered. Ms. Dammert retained the office of Vice-Chair of the Committee.

B. Budget Report

Mr. Schumacher summarized the “*Lely MSTU Fund Budget 152 dated February 18, 2021*” for information purposes and provided an overview of the budget noting:

- FY-21 Ad Valorem property tax revenue budget is \$306,100.00, an increase of 6.29% over FY-20.
- Total revenue FY-21 is \$659,639.37 including investment interest, transfers, and contributions (minus a 5% reserve of \$15,400).
- The FY-21 Millage rate remains constant at 2.000%.
- Current Operating Expense Budget is \$275,229.37 of which Commitments total \$150,440.70; \$73,129.21 is expended.
- Uncommitted Operating Expense funds available are \$51,659.46.
- Items recorded in “red” reflect carry-over balances from FY-20.
- Line 16, McShea Contracting, Budget Remainder reflects a negative \$17,460 because this purchase was directed to be reclassified as an Operating expense, versus a Capital expense.
- Florida Power & Light expense funds electricity for lights and pumps.
- Collier County Utilities funds water and sewer for Warren Street, Valley Stream and Doral Circle.

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- HydroPoint's annual subscription Purchase Order for a suite of ongoing performance management tools will be issued.
- Transfer to Fund 111, Line 37, is for Staff salaries.
- Budget Transfers under the headings Appraiser and Tax Collector, Lines 38 and 39, are fees billed by the respective entities.
- Capital Outlay Fund, Line 36, reserved to fund capital projects, available balance is \$171,010.00.
- Reserves for Insurance and Catastrophic/Hurricane funds total \$150,000.00.
- Total available balance, less committed expenses, is \$427,784.13.

Budgets proposed by the Collier County Budget Office for FY-22 will be reviewed in March or April.

C. Asset Inventory & Maintenance Estimates

Mr. Schumacher presented a Capital Asset List prepared for the Lely Golf Estates MSTU, dated February 18, 2021.

- The objective is to forecast both long-term asset replacement costs and annual asset maintenance expenditures.
- Assets currently under MSTU responsibility include flagpoles, signs, irrigation systems, light poles and fixtures, landscaping, benches, crosswalks, and more.
- Category format can be expanded to accommodate future assets.
- This initial Capital Asset List shows two totals:
 - \$622,050 Long-term asset replacements. (out to 2035)
 - \$ 37,395 Short-term (annual) asset maintenance.
- Cost estimates will be updated periodically to improve accuracy.

Ms. Arnold directed Mr. Schumacher to solicit input from McGee & Associates and Superb Landscape Services, research data and re-evaluate the landscaping category replacement cost projection factoring in the financial impact of a catastrophic event.

The report will be reviewed, information gathered, and comments solicited at the March 2021 meeting.

D. Lighting Inspection Report

- Current outages are shown in red, previous outages in grey.
- The Lely M.S.T.U. Lighting Inspection summary dated February 1, 2021 indicated four (4) lamp outages & one sign light at Doral Circle.
- Twelve (12) Lumec LED fixtures ordered from Graybar have been received; additional inventory will be ordered when four (4) lamps remain.
- Hart's Electrical will replace the lamp outages week ending February 27, 2021.

E. Plant and Tree Replacements

This topic was addressed under Item VI. A – Landscape Architect's Report.

F. Non-potable Signs

Mr. Schumacher distributed a photo of the installed proto-type non-potable water sign on Forest Hills Boulevard. Eight (8) more signs are anticipated to be installed week ending February 27, 2021.

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Mr. McGee recommended replacing the Juniper on Forest Hills Boulevard, Median #12, with Perennial Peanut to improve sign visibility.

Ms. Lowry motioned for Superb Landscape Services to remove the Juniper between the curb and the non-potable water sign on Median #12, to be replaced with Perennial Peanut on a time and materials cost basis. Second by Ms. Dammert. Carried unanimously 5 – 0.

VIII. Ongoing Business

A. LED Radar Speed Signs

Mr. Schumacher and **Chair Branco** installed two (2) Traffic Logix SafePace 100 speed monitoring signs on Saint Andrews Boulevard by the Lely Presbyterian Church north side and Pine Valley Circle south side.

Chair Branco recapped data for daily traffic activity and speed miles per hour (mph) recorded by number of vehicles.

B. Thermoplastic Crosswalks – Paver Style

A Request a Quote (RFQ) from McShea Contracting has been prepared for (8) eight additional thermoplastic crosswalks for presentation to the Committee at the March 2021 meeting.

C. Refurbishment of St. Andrews Entryway Monuments

Mr. Schumacher worked with Ms. Arnold on bid package revision for the Gateway Monument project to ensure compliance with the Sign Permitting Department's requirements.

The full bid solicitation is under review with the Procurement Division. Time frame for bid receipts is four (4) to six (6) weeks.

This item will be placed on the April Agenda.

IX. New Business

None

X. Committee Member Comments

Tuscany Villa Landscaping

Mr. Schumacher informed the Committee the Code Enforcement Division is reviewing the deteriorated Italian Cypress trees around the backup generator on St Andrews Blvd to determine if they comply with permits. He referenced Ms. Slobodnik's previous complaint and sent new photographs along with the original construction Permit Application requiring the unit to be screened.

Mr. Schumacher will incorporate the item into the "On Going" business category on future Agendas.

HOA Meeting

Ms. Jorgensen reported replacement of the sewer system in Lely was discussed at a recent Homeowners Association (HOA) meeting.

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XI. Public Comments
None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:23 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

The Minutes were approved by the Committee on March 18, 2021 as presented or as amended .

NEXT MEETING:

MARCH 18, 2021 – 2:00 PM
COLLIER COUNTY LIBRARY
EAST NAPLES BRANCH
8787 TAMiami TRAIL EAST
NAPLES, FL 34113
(239) 775-5592