



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

AGENDA

MARCH 16TH, 2023

I. CALL TO ORDER

II. ATTENDANCE

Tony Branco - Chair (10/1/25)

Kathleen Dammert - Vice Chair (10/1/26)

Linda Rae Jorgensen (10/1/25)

Kathleen Slebodnik (10/1/25)

Anita Ashton (10/1/26)

Michelle Arnold – Director, PTNE Div.

Dan Schumacher – Project Mgr, PTNE Div.

Rosio Garcia, Operations Coord. PTNE Div.

Michael McGee – McGee & Associates

Gary Gorden – Superb Landscape Services

Wendy Warren – Premier Staffing

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – [FEBRUARY 16TH, 2023](#)

V. CHAIRMAN’S REPORT – TONY BRANCO

A. Community Assessment.

B. St Andrews Speeds & Traffic Count

VI. CONTRACTOR REPORTS

A. [Landscape Architect’s Report](#) – M^cGee & Associates (M&A)

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

VII. PROJECT MANAGER’S REPORT – DAN SCHUMACHER

A. [Budget Report](#)

B. [Lighting Inspection Report](#) – Outages & Inspection

C. [MSTU Bylaws](#) – February 2023

D. [St Andrews US Flag](#)

E. Mulch & Rattlesnake Tree Pruning

F. Lely Community - Public Utilities Renewal (PUR) Project

VIII. ONGOING BUSINESS

A. St. Andrews Entryway Monuments Refurbishment

- Concrete Arch added to both monuments and entry side monument back wall replaced.

- Precast cap stones manufactured the week of 3/13. Installation expected the week of 3/20.

B. Traffic Signage Damage Repairs

- Donation of signs to the MSTU is required.

C. Traffic Calming

D. Pending Items

IX. NEW BUSINESS

X. COMMITTEE MEMBER COMMENTS

XI. PUBLIC COMMENT

XII. ADJOURNMENT

NEXT MEETING:

APRIL 20, 2023 AT 2:00 PM

South Regional Library

8065 Lely Cultural Pkwy

Naples, FL 34113, (239) 252-7542



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

February 16, 2023

I. Call to Order

The meeting was called to order at 2:05 PM and a quorum of four was present.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice-Chair; Anita Ashton, Linda Jorgensen, Kathleen Slebodnik

County: Michelle Arnold, PTNE Director (ZOOM); Dan Schumacher, Project Manager; Rosio Garcia, Operations Coordinator

Others: Mike McGee, Landscape Architect, McGee & Associates; Gary Gorden, Superb Landscape Services; Wendy Warren, Premier Staffing; Dimitra Arneson, Resident; Pat McCabe, Resident

III. Approval of Agenda

Ms. Jorgensen moved to approve the Agenda of the Lely Golf Estates Beautification MSTU. as amended:

Add: VIII. Ongoing Business - E. Public Utilities Renewal Project (PUR).

Second by Ms. Ashton. Carried unanimously 4 - 0.

IV. Approval of Minutes – January 19, 2023

Ms. Slebodnik moved to approve the minutes of the January 19, 2023, Lely Golf Estates Beautification MSTU. Second by Ms. Ashton. Carried unanimously 4 - 0.

V. Chairman's Report – Tony Branco

A. Community Assessment

Chair Branco reported on observations made during the monthly drive through:

- The front entrance monument renovation project commenced February 9th. Scaffolding is installed and the rear wall stucco is being removed on the entry side monument.
- The front entrance landscaping is in satisfactory condition, seasonal flowers display great color.
- Resolution of the size variance between the American versus State and County flags at the front entrance is pending. **Mr. Schumacher** will order a four (4) foot by six (6) foot American Flag.
- St. Andrews, Pebble Beach, and Forest Hills Boulevard medians look good.
- Landscaping at the Pinehurst monument was trimmed.
- The missing geraniums planted on the Doral Circle median will be replanted.
- Tree limbs extending over the Podocarpus hedge along the fence on Rattlesnake Hammock Road need to be pruned back.

B. St Andrews Blvd. Speeds and Traffic Count

Two (2) Traffic Logix SafePace 100 speed monitoring signs are functioning on Saint Andrews Boulevard, eastbound by the Lely Presbyterian Church (*Radar 1*) and westbound at Pine Valley Circle (*Radar 2*).

Chair Branco distributed a daily vehicle report for data from January 14, 2023, to February 14, 2023.

- Radar 1 (110 St Andrews Blvd) recorded 66,187 vehicles averaging 2,068 vehicles per day. The maximum speed was fifty-seven (57) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 71,834 vehicles for an average of 2,245 per day. The maximum speed was seventy-one (71) mph.

VI. Contractor Reports

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

Mr. McGee summarized the "*Lely Golf Estates Landscape Observation Report FY22-23*" dated February 2, 2023.

All Locations

- "A strike through" indicates jobs are complete and will be removed from next month's report.
- Plumbago shrubs are on order.

Saint Andrews Blvd.

Median #3

- Address 105: Remove Plumbago shrubs, fill in low area created by removal of a Washingtonia Palm and stabilize. Replant area with a single row of fourteen (14) yellow African Iris. *Staff is securing a quote.*

Medians #5 & #8

- Apply fertilizer to Foxtail palms as specified in the summary report. Tecmangam, a magnesium sulphate product, was recommended by Mr. McGee.

Ms. Dammert arrived. A quorum of five was present at 2:30 p.m.

Valley Stream Circle

Median #13

- Replace one (1) Plumbago shrubs.
- The purple Trumpet tree needs to be replaced. *SLS confirmed the tree was ordered.*

Pebble Beach Boulevard

Medians #15, 16 and 17

- Addresses 40,132 and 116: Replace Plumbago shrubs.

Thorncrest and Briarcliff Lanes

Cul-de-sacs #20 and #21

- Recommend renovation of the cul-de-sacs during the rainy season.
- Remove dead plants and apply a light layer of mulch.

Baltusrol Signs

- Remove all Plumbago shrubs on the outbound side and replant or install turf.

MINUTES

- Replant thirty-one (31) Perennial Peanut, Golden Glory, on inbound side.
- Irrigation project on the south side of the road in the Right of Way (ROW) area.
 - Make a water tap and install irrigation heads along the sidewalk.
 - Install a small potable water meter.
 - Plant grass in the area.

Mr. Schumacher will provide an aerial photograph of the project area to PUD to determine the feasibility of installing a metered County water connection for irrigation.

West ROW and Rattlesnake Hammock Road

The Podocarpus hedge is declining due to the overhanging limbs of trees on private property behind an adjacent decaying fence. Numerous wooden slats have fallen into the right-of-way (ROW), prohibiting pruning necessary tree pruning by the MSTU.

The area needs to be cleaned-up and the following action is recommended:

- Removal of fallen wood fence sections, slats, and debris in the ROW behind the Podocarpus hedge prior to pruning.
- Pending a determination of the entity responsible, Staff may request a cost proposal to remove the fence debris.

Median #23

- Recommend replacement of missing Geraniums and five (5) to six (6) Alyssum annuals.
- Twenty missing Dwarf Red “Fireball” Crown of thorn need to be replaced. *SLS confirmed the shrubs were ordered.*

McGee & Associates consider a preliminary design for median refurbishment, including a list of plants, shrubs and trees for presentation to the Advisory Committee.

Pat McCabe requested notification of the date the item is listed on the Agenda.

Water Usage

- Warren Street
 - January 2023 - 92,935 gallons; no potable water usage.
- Valley Stream
 - January 2023 - 11,880 gallons of potable water.

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

Mr. Gorden reported:

- Activation of the potable water valve on Valley Stream Circle will be ensured during irrigation maintenance to confirm the system is functioning as intended.
- The turf, treated for sedge grass and broadleaf weeds week ending January 28th, will be retreated the second week of March. Fertilizer was infused in the mix.
- Five (5) or six (6) pallets of “specialty red” mulch are needed to finish community applications.

VII. Project Manager's Report – Dan Schumacher

A. Election of Officers and 2023 Bylaws

Nomination for Chair

Ms. Dammert nominated Tony Branco for the position of Chair of the Lely Golf Estates Beautification MSTU Advisory Committee for one year, or until a successor is appointed. Second by Ms. Ashton. Nominations were closed and no others were tendered. Carried unanimously 5 - 0.

Mr. Branco retained the Chair.

Nomination for Vice-Chair

Ms. Ashton nominated Kathleen Dammert for the position of Vice Chair of the Lely Golf Estates Beautification MSTU Advisory Committee for one year, or until a successor is appointed. Second by Mr. Branco. Nominations were closed and no others were tendered. Carried unanimously 5 - 0.

Ms. Dammert retained the Vice Chair.

Bylaws Review 2023

Mr. Schumacher apprised members of minor revisions to the Bylaws signed in 2019.

Vice-Chair Dammert motioned to approve the Lely Golf Estates Beautification Municipal Service Taxing Unit (MSTU) Bylaws. Second by Ms. Ashton. Carried unanimously 5 - 0.

Tony Branco, Chair; Kathleen Dammert, Vice Chair; Anita Ashton, Linda Jorgensen and Kathleen Slebodnik signed the Bylaws for the Lely Golf Estates Beautification MSTU Advisory Committee on the 16th day of February 2023.

B. Budget Report

Lely MSTU Fund Budget 152 dated February 16, 2023

- The FY-23 Millage rate remains constant at 2.0000 mills.
- Current Ad Valorem Tax, Line 1, is \$360,700.00; an increase of 15.38% over FY-22.
- Transfers and Contributions, Line 12, are \$529,428.95; a carryover of unexpended FY-22 funds (minus 5%).
- Total Revenue, Line 12, is \$893,128.95, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors):
 - Graybar – Lumec LED Retro Fixtures.
 - Hart's Electrical – Electrical Maintenance and LED Fixtures.
 - Howard Fertilizer.
 - McGee & Associates – Landscape Architecture.
 - McShea Contracting – Paver Crosswalks.
 - The Lump Sum Contract, in the amount of \$49,750.00 has been paid.
 - NR Contractors Inc. – Entryway Monument Refurbishment.
 - The Lump Sum Contract will be paid when the job is completed satisfactorily.
 - Premier Staffing – Transcription Services.
 - Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscaping Services –
 - Incidentals for landscape refurbishment and miscellaneous.

MINUTES

- Grounds Maintenance for regularly scheduled tasks and irrigation repairs.
- Operating Expense, Line 33, budgeted at \$333,378.95; with current Commitments of \$143,270.53 Expenditures of \$105,118.46, and a Budget Remainder (unspent operating funds) of \$84,989.96.
- Capital Outlay, Line 35, budgeted at \$338,950.00, has a current Commitment of 149,750.00 to fund the *Entryway Monument Refurbishment Project*.
- Transfer to Fund 111, Line 36, in the amount of \$58,800.00, is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
- Transfer to the Property Appraiser, Line 37, in the amount of \$3,100.00, is for computation of MSTU Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 38, in the amount of \$8,900.00, is for collection of MSTU millage as part of the annual tax bill, currently 2.0000 mills.
- Reserves, Line 41, in the amount of \$150,000.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 42, lists FY-23 MSTU budgeted funds at \$893,128.95; with tabulated Commitments of \$293,020.53, Expenditures of \$113,974.71, and a Budget Remainder (total unspent funds) of \$486,133.71. The Budget amount of \$893,128.95 does not change during the fiscal year.

Noted:

- Ten (10) pallets of “Specialty Red” mulch were ordered from Forestry Resources at a cost of \$1,876.00.
- The final invoice has been paid to Naples Sight and Sound.
- Fund 152 is exclusive to the Lely MSTU and cannot be utilized by outside entities.
- FY-23 millage rate of 2.000 accumulates funds for maintenance of community assets as identified in the Capital Asset Management Plan, updated annually, and special projects.
- If necessary, a budget amendment to meet Operating Expense requirements, consistent with the MSTU ordinance, can be requested upon a motion by the Advisory Committee and executed upon approval by the Board of County Commissioners (BCC).

Budget Line-Item Explanations

Mr. Schumacher provided an overview of the budget categories in response to a request from Pat McCabe, a resident of Doral Circle.

He noted:

- The annual budget cycle is from October 1st to September 30th.
- Carry Forward of Encumbered: Unspent funds from previous years carried forward to the current fiscal year.
- Neg 5% Est Rev: The budget office assumes a percentage (5) of taxes will be delinquent or uncollected.
- Indirect Cost Reimbursement: A charge for a portion of various County department services.
- Insurance General: The MSTU pays a portion of damages incurred by the County.
- Monies assessed for Staff support, the Property Appraiser and the Tax Collector are determined by the budget department.
- Reserves: Funds set aside in the event of catastrophic damage.
- The MTSU’s duties and responsibilities reflect the common interest of the community. It is a County run authority taxing all property owners within the defined boundaries. Monies must be expended for the equal benefit of all those within the MSTU.
- Doral Circle properties generated \$34,000.00 or 9.34% of the total revenue of \$365,000.00.

MINUTES

- MSTU expenditures are not segmented by Units identified in the Lely Golf Estates plat map.

C. Lighting Inspection Report – Outages & Inspection

- Red entries indicate current lamp outages, gray for outages repaired from the previous report, and purple for Metal Halide lamp replacements.
- Three outages were identified in Superb Landscape Services report dated February 6, 2023.
- Twelve (12) LED fixtures at a cost of \$7,293.48 were ordered from Graybar. Estimated delivery date is March 1, 2023.
 - The twelve (12) Lumec LED fixtures will retrofit the ten (10) remaining Metal Halide lamps, and stock two (2) fixtures for future outages.
- Hart's Electrical will be scheduled to install replacement fixtures upon receipt from the manufacturer.
- Staff will estimate electricity usage cost savings resulting from the transition to LED lamps.

St. Andrews Blvd. Streetlight Outage

- Chair Branco confirmed the status is “open” on the report filed with Florida Power & Light (FPL) on streetlight outages. *Mr. Schumacher requested the PDF report be provided to follow up with FPL.*

D. MSTU & Civic Association Meeting, 1/20/2023

The MSTU Memorandum & Correspondence dated January 20, 2023 was distributed to the Committee. The subject of the meeting was to address responsibility for 1.) repair and replacement for decorative traffic signs in the Lely Golf Estates (LGE) subdivision and 2.) repair and replacement responsibility for the decayed wooden fence along Rattlesnake Hammock Rd. within Unit 1 of the LGE subdivision.

Issue 1 – Decorative Traffic Signs Agreement – Resolution

- The Civic Assn. has indicated plans to amend the most recently adopted documents to eliminate traffic signage and all common fixtures from its jurisdiction.
- The MSTU staff has consulted with the County Attorney's Office (CA)) on a correct process for the Lely Civic Assn. to transfer assets and maintenance responsibilities for the LGE traffic signs to the MSTU.
- Additionally, broader Civic Assn. claims of jurisdiction over assets and easements within LGE which also conflict with the MSTU or the County, or both, also need to be amended/corrected in the HOA documents and adopted by the community.

Issue 2 – Decayed Wooden Fence along Rattlesnake Hammock Rd Agreement – Resolution

- The MSTU is not responsible for maintenance, repair, removal, or replacement of this fence.

HOA Documents

- Advisory committee members commented on the status of newly issued HOA documents.
- HOA documents have been registered with the County Clerk's office.
- The County Attorney will be consulted for advice on the process for the MSTU to assume responsibility for signage.
- St. Andrews West and Doral Circle did not approve the HOA documents. Advice will be sought from the County Attorney's office to determine if the street signs in these communities can be repaired as they are exempt from the new HOA documents.

E. Mulch

An additional five (5) or six (6) pallets of “Specialty Red” mulch will be ordered from Forestry Resources for application to remaining locations.

F. Tree Trimming – Rattlesnake Hammock Road

Superb Landscape Services (SLS) submitted estimate #E1105740, dated February 15, 2023, in the amount of \$6,820.00 to trim the trees above the Podocarpus hedge at Rattlesnake Hammock Road. A lane closure may be required to perform the work.

The Committee discussed the proposal and directed Mr. Schumacher to solicit competitive bids, for presentation at the March 2023 meeting or when available.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

NR Contractors, Inc. is under contract to refurbish the two (2) Lely Golf Estates community entryway sign monuments at the intersection of St Andrews Blvd & US-41.

- Construction commenced Thursday, February 9th.
- The back wall and pre-cast components will be constructed first.
- Dimensions were verified for the precast Architectural Cap and Outer Copy Border (frame).
- The arch form will be poured on site for both monuments.
- Logo & Lettering refurbishment is under review.

B. Traffic Signage Damage Repairs

Mr. Schumacher reported:

- Donation of signs by the Homeowners Association (HOA) to the MSTU is required for repairs to commence.
- Among other provisions, the County Attorney’s Office requires a zero-dollar *Bill of Sale*.
- Twenty-seven (27) signs damaged by Hurricane Ian need various levels of repair.
- Lykins has submitted a general price list for preliminary evaluation.
- Given the anticipated level of expenditure, a formal RFQ process would be utilized to solicit bids.

Ms. Slebodnik left the meeting. A quorum of four was present as of 3:33 p.m.

C. Traffic Calming

The consensus of the Committee was to postpone installation of speed bumps until the Public Utilities Renewal (PUR) project is completed.

D. Pending Items

There are no pending items for discussion currently.

E. Public Utilities Renewal Project (PUR)

- The Public Utilities Renewal (PUR) Program has been initiated by the County causing disruption in the community.
- The program consists of a series of phases to repair/replace aging potable water, wastewater, and stormwater infrastructure to ensure continued high quality and reliable service.
- Through traffic will be maintained in the community throughout construction.
- The Committee requested a timeline for the project.

MINUTES

- This item will be incorporated in the monthly Agenda.

IX. New Business

None

X. Committee Member Comments

None.

XI. Public Comments

Dimitra Arneson thanked Mr. Schumacher for his comprehensive explanation of budget categories in response to Ms. McCabe's request.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:14 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

Tony Branco, Chairman

These Minutes were approved by the Committee on _____, 2023 as presented ____ or as amended ____.

NEXT MEETING:

MARCH 16, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542

Count by Speed Range Report

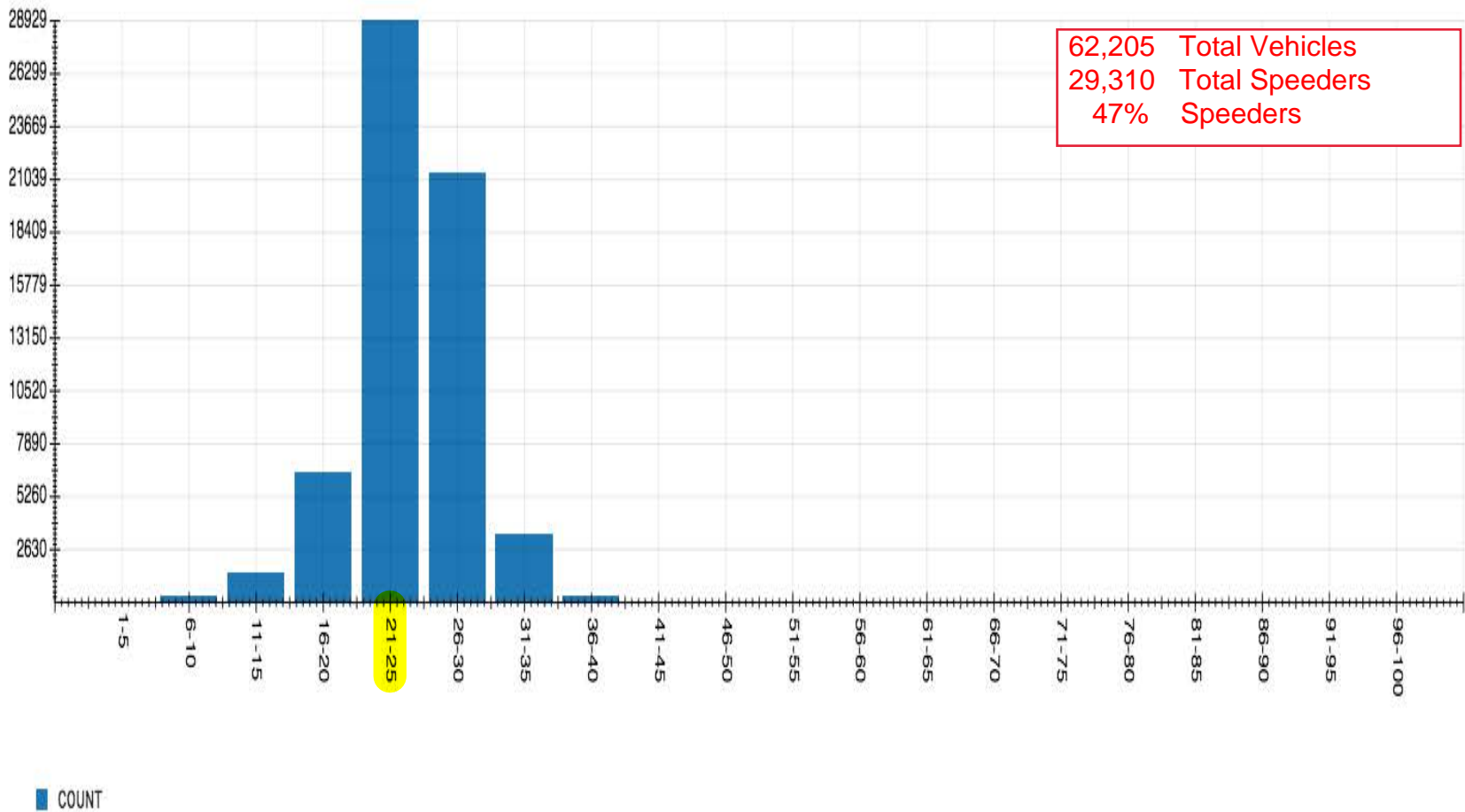
Location: Radar 1

Report period: 2023-02-14 to 2023-03-14

Address: Saint Andrews Boulevard

Count By Speed Range

Speed (mph)	Count
1-5	13
6-10	256
11-15	1486
16-20	6439
21-25	28929
26-30	21383
31-35	3371
36-40	291
41-45	28
46-50	7
51-55	2
56-60	0
61-65	0
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	62205



62,205 Total Vehicles
29,310 Total Speeders
47% Speeders

My Custom Report

Location: **Radar 1**
 Address: Saint Andrews Boulevard
 Speed Limit: From schedule 25 mph

Report Period: 2023-02-14 to **2023-03-14**
 Total Vehicle Count: **62205**

Date/Time	Total Vehicle	# of Speed Violations	% of Speed Violations	Max Speed (mph)
2023-02-14	2282	1144	50 %	39
2023-02-15	2228	H 1157	52 %	40
2023-02-16	2271	1014	45 %	39
2023-02-17	2357	1121	48 %	49
2023-02-18	2122	949	45 %	44
2023-02-19	1703	912	H 54 %	43
2023-02-20	2125	987	46 %	40
2023-02-21	2367	1141	48 %	43
2023-02-22	2317	1117	48 %	48
2023-02-23	2372	1113	47 %	50
2023-02-24	2263	1113	49 %	H 52
2023-02-25	2133	1062	50 %	48
2023-02-26	1789	899	50 %	42
2023-02-27	2288	963	42 %	39
2023-02-28	2257	1113	49 %	39
2023-03-01	2249	1094	49 %	44
2023-03-02	2281	1032	45 %	40
2023-03-03	2116	1032	49 %	45
2023-03-04	1652	782	47 %	50
2023-03-05	1687	825	49 %	43
2023-03-06	2223	946	43 %	39
2023-03-07	2216	1016	46 %	40
2023-03-08	2195	1021	47 %	44
2023-03-09	2285	1015	44 %	40
2023-03-10	H 2456	1150	47 %	44
2023-03-11	1937	887	46 %	42
2023-03-12	1695	812	48 %	H 52
2023-03-13	2137	840	39 %	42
2023-03-14	2202	1053	48 %	41

Count by Speed Range Report

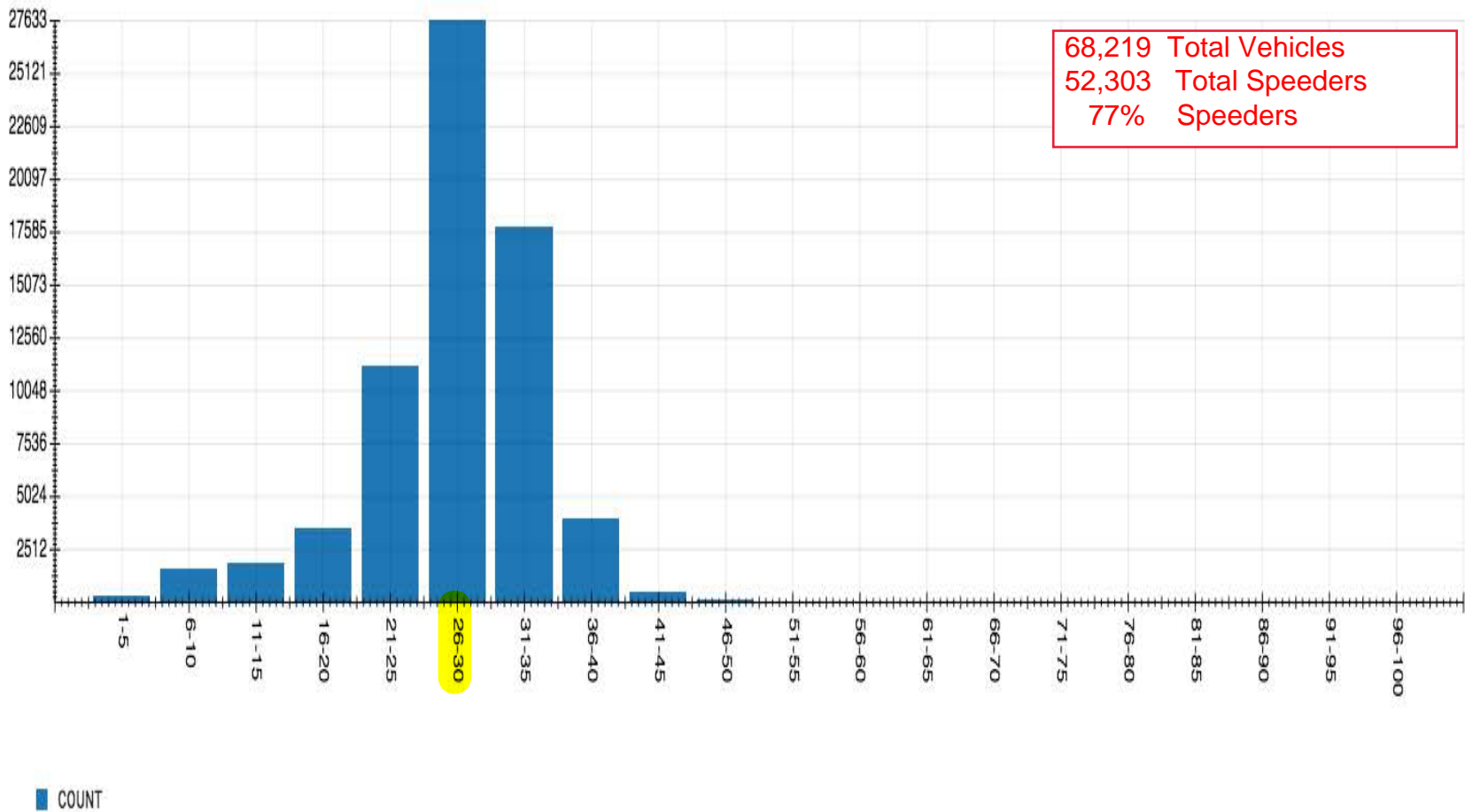
Location: Radar 2 - 20120088

Report period: 2023-02-14 to 2023-03-14

Address: 255 Saint Andrews Blvd Naples

Count By Speed Range

Speed (mph)	Count
1-5	236
6-10	1531
11-15	1806
16-20	3529
21-25	11162
26-30	27633
31-35	17805
36-40	3923
41-45	492
46-50	78
51-55	16
56-60	7
61-65	1
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	68219



My Custom Report

Location: **Radar 2** - 20120088
 Address: 255 Saint Andrews Blvd Naples
 Speed Limit: From schedule 25 mph

Report Period: 2023-02-14 to **2023-03-14**
 Total Vehicle Count: **68219**

Date/Time	Total Vehicle	# of Speed Violations	% of Speed Violations	Max Speed (mph)
2023-02-14	2463	1887	77 %	49
2023-02-15	2466	1873	76 %	58
2023-02-16	2456	1913	78 %	52
2023-02-17	2705	H 2124	H 79 %	H 61
2023-02-18	2233	1743	78 %	47
2023-02-19	1773	1345	76 %	47
2023-02-20	2202	1662	75 %	49
2023-02-21	2566	1917	75 %	53
2023-02-22	2454	1865	76 %	51
2023-02-23	2519	1926	76 %	50
2023-02-24	H 2746	2094	76 %	50
2023-02-25	2278	1772	78 %	45
2023-02-26	1831	1374	75 %	53
2023-02-27	2512	1877	75 %	55
2023-02-28	2504	1939	77 %	48
2023-03-01	2471	1914	77 %	48
2023-03-02	2392	1864	78 %	48
2023-03-03	2564	1994	78 %	52
2023-03-04	2017	1585	H 79 %	60
2023-03-05	1823	1402	77 %	60
2023-03-06	2378	1843	78 %	45
2023-03-07	2355	1808	77 %	53
2023-03-08	2410	1868	78 %	55
2023-03-09	2503	1966	H 79 %	58
2023-03-10	2587	1992	77 %	50
2023-03-11	2385	1756	74 %	55
2023-03-12	1824	1346	74 %	58
2023-03-13	2403	1780	74 %	47
2023-03-14	2399	1874	78 %	57

McGee & Associates

Landscape Architecture

Project: LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U.

Location: MSTU DISTRICT ROADWAYS

Project Manager: Dan Schumacher, Collier County Public Services Division, Public Transportation & Neighborhood Enhancements Department

Consultant: McGee & Associates

Contractor: Superb Maintenance

Report Date: FY22-23, 3/02/2023

Landscape Architect Observation Report: March 2023

Consultant's Representative: Michael A. McGee, rla, isa

Contractor's Representative: Robert Kindelan, Gary Gorden

Observation Date: 3/02/2023

Report No. 5 (FY23)

AC - Indicates major or repeating items recommended to be discussed by the Advisory Committee

S - Indicates items to be addressed by staff. **C** - Indicates items to be addressed by Contractor

Contractor is requested to address items as soon as possible and indicate in **RESPONSE/COMMENTS** column when and which items are corrected.

Note: Copy picture out of comment boxes and then paste to additional sheet if picture is desired in larger size.

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
<u>All locations</u>	X	X			It is recommended that all Palms and Trees have pruning performed to remove storm damage foliage and to provide corrective pruning.	Strikethrough indicates items that have been addressed or being addressed and will be removed from the next month's report. Yellow highlighting indicates items that need to be addressed as soon as possible for safety issues, potential plant damage or to reduce future maintenance issues.
		X		2	All Plumbago shrub planting locations have sustained multiple degrees foliage loss due to wind burn. These shrubs may not recover. Recommend waiting 30 days from date of the report and then review for replacements.	
	X	X		2	All areas need to have the mulch replenished.	
<u>St. Andrews Blvd. & US 41</u> <u>Inbound R/W South</u>		X			Bougainvillea shrubs and irrigation heads have been addressed in front of signs in preparation for sign renovations.	
<u>Outbound R/W North</u> <u>Suncoast Credit Union side of sidewalk</u>		X	X		Remove Oak tree leaf buildup within Perennial Peanut planting between sidewalk and valley gutter between Bougainvillea shrub beds.	
		X	X		Remove (2) Oak tree volunteer seedlings growing in Allamanda shrubs behind bench.	
		X	X		Prune all Oak tree branches less than 10-feet over sidewalk.	
<u>St. Andrews Blvd. Median #1</u>		X			No major issues observed.	
		X	X	3	Turf Areas should be treated for sedge and broadleaf weeds.	
<u>Median #2</u>		X	X	3	Turf Areas should be treated for sedge and broadleaf weeds.	
<u>Median #3</u>	X	X	X	4	At address 105: Recommend removal of all remaining Plumbago shrubs, fill in low area with clean local topsoil (2-3 C.Y.+/-), and replant area with a single row of (14) African Iris 3 gal. size. Existing irrigation layout will need to be adjusted so that coverage is from the back of curbing if Iris installed,	
<u>Median #4</u>		X	X	2	Two west end Foxtail palms are being monitored for signs of Ganoderma fungus.	
<u>Median #5</u>		X	X	2	3rd Foxtail palm from west end: Recommend additional specialty fertilizer applied (i.e. Magnesium Sulfate 0-0-0-16Mg)	
<u>Median #6</u>	X	X	X	4	At address 228: (26) Plumbago shrubs are defoliated or dead and need to be replaced. Recommended alternative is to remove all remaining Plumbago and replant area with single row of 3 gal. size Yellow African Iris. Existing irrigation layout will need to be adjusted so that coverage is from the back of curbing if Iris installed,	
		X	X	4	At address 240: (3) Plumbago shrubs need to be replaced with 3 gal. size replacements.	

Design * Environmental Management * Planning * Arborist

5079 Tamiami Trail East / P. O. Box 8052 Naples, Florida 34101

Phone (239) 417-0707 * Fax (239) 417-0708

LC 098 * FL 1023A

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U.

Report Date: FY22-23 3/02/2023

Observation Date: 3/02/2023

Report : 5 (FY23)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
Median #7		X			No major issues observed.	
Median #8		X	X		Foxtail palm on west end is in decline. Recommend additional specialty fertilizer applied (i.e. Magnesium Sulfate 0-0-0-16Mg)	M&A 3/2/23: Ganoderma confirmed schedule removal.
Median #8A		X			No major issues observed.	
Median #9		X			No major issues observed.	
Median #10		X			No major issues observed.	
Forrest Hills Blvd Median #11		X			No major issues observed.	
Median #12					No major issues observed.	
Forest Hills Cart Crossing & Lake Valley Stream Cr. Median #13		X	X	4	(6) Plumbago shrubs need to be replaced with 3 gal. size.	M&A 02/02/23: Total Plumbago needed is (8), (3) on east side and (5) on west side.
	X	X		4	The south purple Trumpet tree was rolled over during the storm. It was observed that the trunk had rotated out of the root ball and may have broken some main roots. Based upon what was observed while the tree was down it is recommended this tree be replaced because it may no ever re-root properly and become secure.	
Pebble Beach Blvd. Median #14		X			No major issues observed.	
Median #15		X	X	4	At address 40: (3) Plumbago shrubs need to be replaced with 3 gal. size.	
Median #16		X			No major issues observed.	
Median #17		X	X	4	At address 132: (12) Plumbago shrubs need to be replaced with 3 gal. size.	
		X	X	4	At address 116: (7) Plumbago shrubs need to be replaced with 3 gal. size.	
Median #18		X			No major issues observed.	
Median #19		X			No major issues observed.	
Pebble Beach Blvd. Golf Cart Crossing		X			No major issues observed.	
Thorncrest Ln. cul-de-sac #20	X	X			Due to age and amount of decline it is recommended to renovate this cul-de-sac during this rainy season.	M&A 09/08/22: Renovation on hold, Remove dead plants. M&A 11/4/22: (15-20) dwarf Bougainvillea plants are dead, missing or declined and need to be replaced. Replace with Bougainvillea 'Helen Johnson' 3 gal. size
Briarcliff Ln. Cu-de-sac #21	X	X			Due to age and amount decline it is recommended to renovate this cul-de-sac during this rainy season.	M&A 09/08/22: Renovation on hold
Heather Grove Ln. Cul-de-sac #22		X			No major issues observed.	
Baltusrol Signs		X	X		On outbound side prune Philodendron leaves away from sign.	
		X	X	4	Outbound side: Remove all Plumbago shrubs and replant area with (11) 3 gal. size replacements. Replant Perennial peanut area with (31) 1 gal. size 'Golden Glory'. Inbound side: (5) Plumbago shrubs need to be replaced with 3 gal. size.	
Doral Cr. East R/W		X	X		No major issues observed.	
West R/W & Rattlesnake Hammock Rd.		X	X		Pull mulch away from being in contact with Iris plant bases or foliage.	
		X	X		(5) White African Iris plants are missing along back of sidewalk in front of Podocarpus hedge. Replace with 3 gal. size plants.	
		X	X	4	Along the south side of the Podocarpus hedge the adjacent properties trees were	M&A 02/02/23: Recommend wood fence debris be

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U.

Report Date: FY22-23 3/02/2023

Observation Date: 3/02/2023

Report : 5 (FY23)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
					broken up and lifted toward the roadway. The result is that the fence along the property line has sustained multiple areas of damage. Some areas have been repaired by the property owners, with one location that the backside of the Podocarpus hedge was severely pruned to remove debris and repair fence. The damaged fence and repairs have also resulted in fence debris being left in the swale area behind the Podocarpus hedge and it should be removed. There are still lifted trees leaning into the Podocarpus hedge and R.O.W. area from the adjacent properties. It would be recommended that the adjacent property owners be notified that the County intends to prune back and/or remove all tree canopy over the R.O.W. line and Podocarpus hedge. If these canopy trees are not pruned back and/or removed the shading will result in the Podocarpus hedge thinning over time.	picked up along Podocarpus hedge in front of and back of hedge. Recommend all tree or shrubs hanging over the Podocarpus hedge / property or ROW line be pruned back to the fence line. Recommend removal of branches less than or equal to 2" dia. size. M&A 3/2/23: Observed damage fence being removed.
Median #23		X	X	2	All the Geraniums and 5-6 Alyssum annuals are missing from the north end. Replacement is recommended.	
		X	X	5	(20) Dwarf Red "Fireball" Crown of thorn are missing or need to be replaced.	M&A 11/4/22: The areas of declined plants have expanded and an additional (10-15) replacement plants will be needed. 3 gal. size plants are recommended. M&A 12/4/22 On the southwest end of median Crown of thorn plants were run over. M&A 3/2/23 Plantings on hold until further review by Committee concerning renovation.
Median #24 Treasure Point Cul-de-sac		X			No major issues observed.	
Warren St. Pumping Station					See water use schedule.	
Valley Stream Cr. Irrigation					See water use schedule.	
Fertilization		X	X		Recommend in April to apply to all perennial peanut beds 0-0-22 SPM at manufacturer's recommended rate.	

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U.

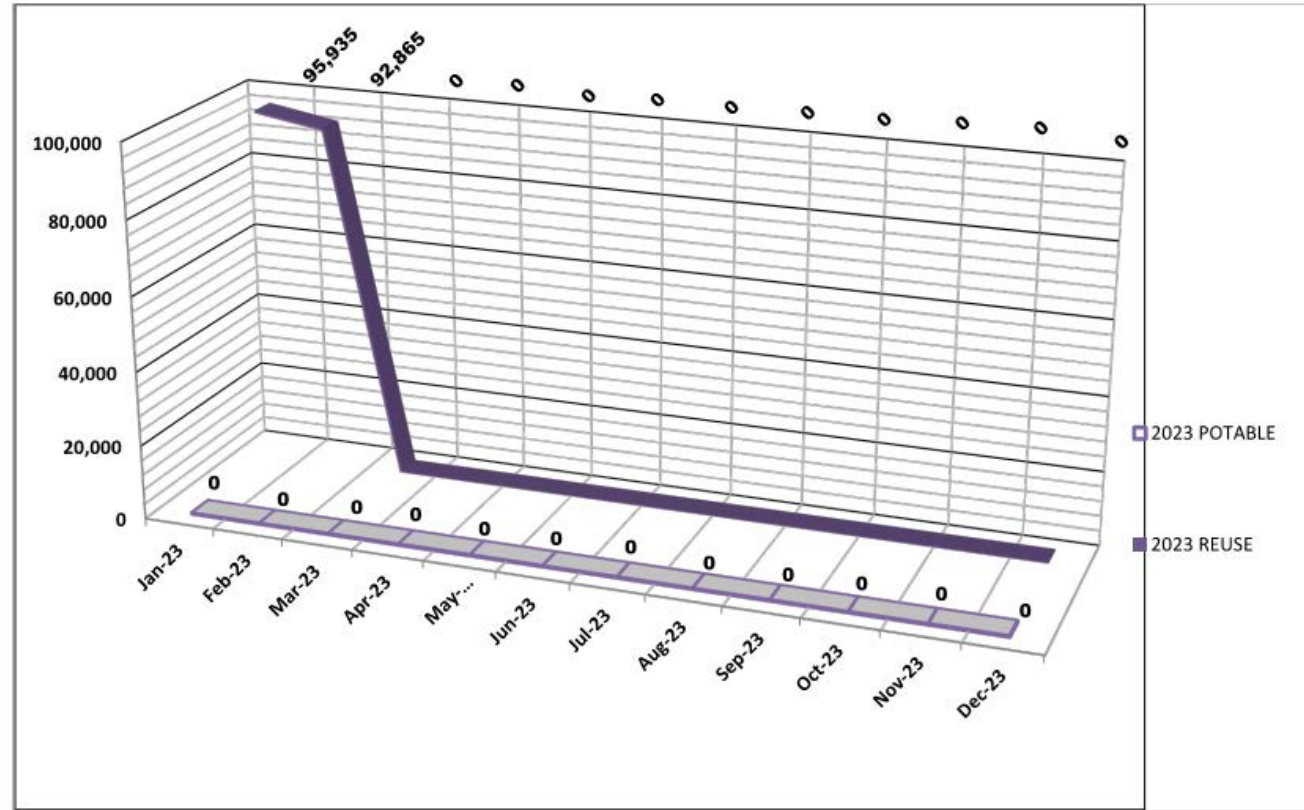
Report Date: FY22-23 3/02/2023

Observation Date: 3/02/2023

Report : 5 (FY23)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
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Lely Golf Estates Beautification MSTU Reuse Mixing Chamber Annual Water Use thru 2/23



Notes: 2019 Total Water Use: Reuse 1,618,748 gallons, Potable 27,680 gallons
 2020 Total Water Use: Reuse 1,340,040 gallons, Potable 44,945 gallons
 12/2021 New potable water meter installed.
 2021 Total Water Use: Reuse 1,562,060 gallons, Potable 31,740 gallons
 2022 Total Water Use: Reuse 1,591,970 gallons, Potable 64,374 gallons

3/2/2023

Warren Street Mixing Chamber Water Use Data: 2/2023						
DATE	REUSE PSI	POTABLE WATER METER (X 100)	POTABLE WATER USE GALLONS	REUSE WATER METER READING (X x 100)	REUSE WATER USE GALLONS	TOTAL WATER APPLIED
2/1/2023	95	64,300.20		43,159.75		-
2/10/2023	93	64,300.20	-	43,451.75	29,200.00	29,200.00
2/20/2023	90	64,300.20	-	43,750.80	29,905.00	29,905.00
3/2/2023	85	64,300.20	-	44,088.40	33,760.00	33,760.00
TOTALS:			0.00		92,865.00	92,865.00
PERCENTAGE OF TOTAL VOLUME USED			0.0%		100.0%	

Valley Stream Circle Water Use Data: 2/2023		
DATE	POTABLE WATER METER READING (X 1)	POTABLE WATER USE GALLONS
2/1/2023	396090.04	
2/10/2023	399040.07	2950
2/20/2023	403960.00	4920
3/2/2023	407870.07	3910
		11,780

LELY GOLF ESTATES M.S.T.U.

Fund 152

March 16, 2023

	FY-23	Vendor	Item	PO#	Budget	Commitments	Expenditures	Budget Remainder
1	CUR AD VALOREM TAX				\$ (360,700.00)	\$ -	\$ (323,856.69)	\$ (36,843.31)
2	DEL AD VALOREM TAXES				\$ -	\$ -	\$ -	\$ -
3	OVERNIGHT INTEREST				\$ -	\$ -	\$ (3,476.21)	\$ 3,476.21
4	INVESTMENT INTEREST				\$ (3,000.00)	\$ -	\$ (1,161.97)	\$ (1,838.03)
5	INTEREST TAX COLL.				\$ -	\$ -	\$ (181.96)	\$ 181.96
6	REVENUE STRUCTURE				\$ (363,700.00)	\$ -	\$ (328,676.83)	\$ (35,023.17)
7	TRANS FROM PROPERTY APPRAISER				\$ -	\$ -	\$ -	\$ -
8	TRANS FROM TAX COLL				\$ -	\$ -	\$ -	\$ -
9	CARRY FORWARD GEN				\$ (341,400.00)	\$ -	\$ -	\$ (341,400.00)
10	CARRY FORWARD OF ENCUMB				\$ (206,328.95)	\$ -	\$ -	\$ (206,328.95)
11	NEG 5% EST REV				\$ 18,300.00	\$ -	\$ -	\$ 18,300.00
12	TRANSFERS & CONTRIB				\$ (529,428.95)	\$ -	\$ -	\$ (529,428.95)
13	TOTAL REVENUE				\$ (893,128.95)	\$ -	\$ (328,676.83)	\$ (564,452.12)
14	ENG. FEES & OTHERS	McGee & Associates	Landscape Architecture	4500221878	\$ 29,083.95	\$ 19,873.70	\$ 4,302.20	\$ 4,908.05
15	ABSTRACT FEES				\$ -	\$ -	\$ -	\$ -
16	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	\$ 7,200.00	\$ 3,600.00	\$ 3,600.00	\$ -
17	INTERDEPT PAYMENT		Sign Monument Easements		\$ -	\$ -	\$ 204.00	\$ (204.00)
18	LANDSCAPE INCIDENTALS	Superb Landscape Services	Landscape Incidentals	4500220470	\$ 40,000.00	\$ 38,215.00	\$ 1,785.00	\$ -
19	OTHER CONTRACTUAL (999)	Superb Landscape Services	Grounds Maintenance	4500220470	\$ 125,000.00	\$ 56,000.00	\$ 34,000.00	\$ 35,000.00
			Pcard			\$ -	\$ 61.10	
		McShea Contracting	Paver Style Crosswalks	4500216252		\$ -	\$ 49,495.00	
20	OTHER CONTRACTUAL (990)				\$ 74,495.00	\$ -	\$ 49,556.10	\$ 24,938.90
21	ELECTRICITY	FPL	Electricity	4700004739	\$ 4,000.00	\$ 2,334.84	\$ 1,665.16	\$ (0.00)
22	WATER AND SEWER	Collier County Utilities	Water - Irrigation	4700004740	\$ 10,000.00	\$ 5,616.64	\$ 2,883.36	\$ 1,500.00
23	INSURANCE GENERAL	Collier County	Insurance General	Direct Pay	\$ 600.00	\$ 300.00	\$ 300.00	\$ -
24	SPRINKLER SYSTEM	SiteOne	Irrigation Parts & Pumps	4500220473	\$ 3,000.00	\$ 1,930.75	\$ 569.25	\$ 500.00
25	MULCH				\$ 5,000.00	\$ -	\$ 1,876.00	\$ 3,124.00
		Graybar	Lumec LED Retro Fixtures	4500222912		\$ -	\$ 7,293.48	
		Hart's Electrical	Electrical Repairs	4500220480		\$ 4,674.60	\$ 1,325.40	
26	LIGHTING MAINTENANCE				\$ 15,000.00	\$ 4,674.60	\$ 8,618.88	\$ 1,706.52
27	LICENSE & PERMITS				\$ 2,000.00	\$ -	\$ 102.89	\$ 1,897.11
		Premier Staffing	Transcription (FY23)	4500220472		\$ 1,806.80	\$ 772.20	
		Sight N Sound LLC	Holiday Decorations	4500221732		\$ -	\$ 3,800.00	
		Amazon	Holiday Lights	Pcard 5535-49		\$ -	\$ 9.89	
		Special Service	American Flags			\$ -	\$ 355.10	
28	OTHER MISCELLANEOUS				\$ 11,000.00	\$ 1,806.80	\$ 4,937.19	\$ 4,256.01
29	OFFICE SUPPLIES				\$ 100.00	\$ -	\$ -	\$ 100.00
30	COPYING CHARGES	J.M. Todd	Copier CPC	4500221236	\$ 200.00	\$ 115.94	\$ 84.06	\$ -
31	FERT HERB CHEM	Howard Fertilizer		Pcard 5515-11	\$ 3,500.00	\$ -	\$ 1,123.52	\$ 2,376.48
32	OTHER OPERATING				\$ 200.00	\$ -	\$ -	\$ 200.00
33	TRAFFIC SIGNS	National Traffic Sgins		Pcard 5513-5	\$ 3,000.00	\$ -	\$ 2,228.00	\$ 772.00
34	OPERATING EXPENSE				\$ 333,378.95	\$ 134,468.27	\$ 117,835.61	\$ 81,075.07
35	IMPROVEMENTS GENERAL	NR Contractors Inc.	Entryway Monuments	4500217688	\$ 338,950.00	\$ 149,750.00	\$ -	\$ 189,200.00
36	CAPITAL OUTLAY				\$ 338,950.00	\$ 149,750.00	\$ -	\$ 189,200.00
37	TRANS FROM FUND 152 TO FUND 111		Reimbursement for Staff Support		\$ 58,800.00	\$ -	\$ 58,800.00	\$ -
38	TRANS FROM FUND 152 TO PROPERTY APPRAISER				\$ 3,100.00	\$ -	\$ 1,379.12	\$ 1,720.88
39	TRANS FROM FUND 152 TO TAX COLLECTOR				\$ 8,900.00	\$ -	\$ 7,477.13	\$ 1,422.87
40	TRANSFERS				\$ 70,800.00	\$ -	\$ 8,856.25	\$ 3,143.75
41	RESERVES FOR CONTINUING OPERATIONS - INSURANCE				\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
42	RESERVES				\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
43	TOTAL BUDGET				\$ 893,128.95	\$ 284,218.27	\$ 185,491.86	\$ 423,418.82

LELY GOLF ESTATES M.S.T.U.

Fund 152

March 16, 2023

95,871,609	FY 12 Final Taxable Value	
92,697,303	FY 13 Final Taxable Value	-3.3%
95,718,423	FY 14 Final Taxable Value	3.3%
99,596,489	FY 15 Final Taxable Value	4.1%
106,888,467	FY 16 Final Taxable Value	7.3%
116,823,687	FY 17 Final Taxable Value	9.3%
127,802,080	FY 18 Final Taxable Value	9.4%
135,136,761	FY 19 Final Taxable Value	5.7%
142,494,654	FY 20 Final Taxable Value	5.4%
152,194,183	FY 21 Final Taxable Value	6.8%
156,289,928	FY 22 Final Taxable Value	2.7%
\$180,331,047	FY 23 Gross Taxable Value	
15.38%	Adjustment FY 22 to FY 23	
	FY 23 Gross Taxable Value	FY 22
Millage	2.0000	2.0000
Tax Dollars	\$360,662	\$312,580

Total Available Balance	\$	423,418.82
Plus Committed And Not Spent	\$	284,218.27

Estimated Cash	\$	707,637.09
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Estimated Cash Less	\$	670,793.78
Uncollected Taxes		

Prepared on 3/7/23

2.0 mill cap

+\$48,082

0.00%

<u>LELY MSTU LIGHTING INSPECTION</u>			<i>Inspection Date:</i>		3/6/2023			
ST. ANDREWS ENTRANCE - FROM US-41								
TUBE		A	B	C	D	E		
Sign - Enter	1							
Sign - Exit	2							
SPOT		○	A	B	<u>Notes</u> ▪ Current outages are sequenced in RED . ▪ Outages repaired in the past month are sequenced in GRAY . ▪ Dim Metal Halide replacements in PURPLE .			
Flagpole - US	1							
Flagpole - FL	2							
Flagpole - BCC	3							
LUMINAIRE		○	A	B				
Single	1							
Single	2							
Single	3							
Single	4							
Single	5							
Single	6							
Single	7							
Single	8							
Single	9							
Single	10							
Single	11							
PEBBLE BEACH BLVD								
LUMINAIRE		○	A	B				
Double	1							
Double	2							
Double	3							
Double	4							
Double	5							
Double	6							
Double	7							
Double	8							
Double	9							
Double	10							
Double	11							
Double	12							
Double	13							
Double	14							
Double	15							
Double	16							
Double	17							
Double	18							
Double	19							
Double	20							
Double	21							
Single	22							
Single	23							

1909

<u>LELY MSTU LIGHTING INSPECTION</u>			3/6/2023		Notes
FOREST HILLS @ AUGUSTA					
'LELY' SIGN		○	A	B	
Solar Light	--				
DORAL CIRCLE					
TUBES		○	A	B	
Sign - Enter	1				
Sign - Exit	2				
LUMINAIRE		○	A	B	
Double	1				
Double	2				
Single	3	①			
Single	4				
Single	5				
Single	6				

1909

1909

LELY GOLF ESTATES BEAUTIFICATION
MUNICIPAL SERVICE TAXING UNIT (MSTU) ADVISORY COMMITTEE

BYLAWS

ARTICLE I

Name

The name of this Advisory body shall be the “Lely Golf Estates Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee.”

ARTICLE II

Jurisdiction

The Advisory Committee shall function as an advisory body to the Board of County Commissioners (BCC) and is governed under Ordinance 87-100, as amended. The Committee will make recommendations to the BCC in matters related to beautification within the district, funding, preparation of bid documents, management of contracts, and management of the annual budget.

The BCC shall have the final authority over the actions of the MSTU.

ARTICLE III

Officers and their Duties

- Section 1. The officers shall consist of a Chair and Vice-Chair.
- Section 2. The Chair shall preside at the meetings and shall have the duties normally conferred by parliamentary usage of such officers.
- Section 3. The Chair may call special meetings, appoint subcommittees, and act as a liaison with government bodies and other related committees.
- Section 4. The Chair shall have the privilege of discussing all matters before the Committee and shall have the same voting rights as all Committee members.
- Section 5. The Vice-Chair during the absence of the Chair or the Chair's inability to serve, shall exercise all of the duties and powers of the Chair.
- Section 6. The full Committee may participate in the election process and vote.
- Section 7. The Advisory Committee shall adopt procedures by which it shall operate.

BYLAWS

ARTICLE IV Election of Officers

- Section 1. Nomination of Chair and Vice-Chair shall be made from the floor at the annual organization meeting in February of each year, and the election shall be held immediately thereafter.
- Section 2. A candidate receiving the majority vote shall be declared elected and shall serve a term of one (1) year, or until a successor shall take office. An Officer is eligible for reelection if the term of the Advisory Committee is extended.
- Section 3. Vacancies in the position of Chair and Vice-Chair shall be filled immediately by regular elections procedures.
- Section 4. The Chair or Vice-Chair may be removed from office by a super majority of the Committee with or without cause.

ARTICLE V Committee Structure and Meeting Requirements

- Section 1. The Lely Golf Estates Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee shall consist of five (5) members.
- Section 2. Committee Appointments – Appointment of members to the Advisory Committee shall be by resolution of the BCC, which resolution shall set forth a date of appointment. Each appointment shall be for a term of four (4) years. Appointments to fill any vacancies on the Advisory Committee shall be for the remainder of the unexpired term.
- Section 3. Regular Meetings – Regular meetings of the Advisory Committee shall be held on the third Thursday monthly at 2:00 p.m., South Regional Library, 8065 Lely Cultural Pkwy, Naples, FL 34113. If a regular meeting is required to be held at a time and location other than what is specified herein, notice will be provided at least seventy-two (72) hours prior to the meeting and posted on the County website.
- Section 4. Special Meetings – Special meetings of the Advisory Committee may be convened by the Chair upon giving notice thereof.
- Section 5. Notices – Notices of an Advisory Committee meeting shall be given to all members and to the Public at least seventy-two (72) hours in advance of the

BYLAWS

meeting. At any meeting, the Committee may set a future meeting date. Staff shall provide notices and Agendas to members at least seventy-two (72) hours prior to said meetings.

- Section 6. Attendance – Members shall notify the Staff Liaison or the Transcriptionist in advance if they cannot attend a meeting. If a member misses two (2) successive Committee meetings without notification, their appointment may be forfeited.

Attendance is preferred in-person but may occur remotely provided that (1) there is a quorum of the Committee members physically present; and (2) the members who are present authorize the remote participation. The absent members can then conduct themselves in the same manner as if they were present, including making motions and voting on items.

- Section 7. Quorum – A quorum of the Advisory Committee shall consist of three (3) members and an affirmative vote of a majority of those present and voting shall be necessary to pass any motion. In the absence of a quorum, those members present may review the Agenda items and make recommendations that may be reviewed for approval by the Advisory Committee at its next meeting where there is a quorum present.

- Section 8. Voting – Voting shall be by voice vote, or show of hands, if necessary, and may be recorded by individual (or group).

- Section 9. Meetings – All meetings shall be open to the public to encourage public awareness and participation. All public attendees shall identify themselves by name, address, and signature on the meeting attendance list.

- Section 10. Minutes – Minutes shall be taken at all Advisory Committee meetings. Voice recording of meetings is acceptable. A written record of meetings, resolutions, findings, and determinations shall be kept for the Advisory Committee.

- Section 11. Documents – The Public Transit & Neighborhood Enhancement (PTNE) Staff shall assist with preparation, duplication, and distribution of materials necessary for meetings. Copies of all Advisory Committee minutes, resolutions, reports, and exhibits shall be submitted to the Clerk's Office and posted on the County Website for public viewing.

- Section 12. Except as otherwise provided in these Bylaws, Roberts Rules of Order shall be followed at all meetings.

BYLAWS

- Section 13. Agendas – Agendas are set by the Chair in coordination with the Staff Liaison and Transcriptionist. Advisory Committee members may send Agenda item requests to the Staff Liaison and/or Transcriptionist prior to publishing of the Agenda. Agenda additions and modifications may be made at the meeting prior to approval of the Agenda.

ARTICLE VI Order of Business

- I. Call to Order
- II. Attendance
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Chair's Report
- VI. Contractor Reports
- VII. Project Manager's Report
- VIII. Budget Report
- IX. Ongoing Business
- X. New Business
- XI. Committee Member Comment
- XII. Public Comment – items NOT on the Agenda.
- XIII. Adjournment
- XIV. Next Meeting Date

ARTICLE VII Public Participation

All Lely Golf Estates Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee meetings will be public meetings as required by Florida Statutes. Participation by the Public is encouraged, and to be fair to all wishing to participate, the following rules shall apply when receiving public comment.

- Section 1. Public Comment on Items on the Agenda – During each portion of the Agenda the Chair may open the meeting for public comment.
- a. The Chair shall declare when the floor will be open to public comment.
 - b. The Chair shall declare when the public comment period for the Agenda item is closed for public comment. Once the item is closed for public comment there shall be no further comment from the floor.
 - c. At the discretion of the Chair, all persons wishing to speak on an Agenda item may be required to register with the Staff liaison prior to the presentation of the Agenda item by completing a speaker's slip.

BYLAWS

- d. All public participants must identify themselves by name and address.
- e. All registered speakers will receive up to three (3) minutes to speak unless the time is adjusted by the Chair.
- f. There will be no sharing of minutes among those present to extend the time permitted to speak.
- g. Once a participant has been afforded the opportunity to speak, they may not speak again unless requested by the Chair.

Section 2. Public Comment on Items NOT on the Agenda – A Public Comment section will be included in each Agenda. During this portion of the meeting items that have not been brought forward previously or were not on the Agenda may be discussed or raised by the Public.







- a. At the discretion of the Chair, all persons wishing to speak under public comment on items not on the Agenda may be required to register with the Staff liaison prior to this portion of the Agenda by completing a speaker's slip.
- b. All public participants must identify themselves by name, address, and specify a subject matter.
- c. All registered speakers will receive up to three (3) minutes to speak unless the time is adjusted by the Chair.
- d. There will be no sharing of minutes among those present to extend the time permitted to speak.
- e. Once a participant has been afforded the opportunity to speak, they may not speak again unless requested by the Chair.

ARTICLE VIII

Amendment to Bylaws

Section 1. Any proposed permanent amendment to the Bylaws shall be provided to every Advisory Committee member at least seven seventy-two (72) hours before it is voted on at a regular meeting.

Section 2. These Bylaws, and all amendments to the Bylaws, will become effective upon an affirmative vote of a majority of the quorum.

Image	Description
	When carried in procession with other flags the U.S. flag should be either on the marching right (the flag's right) or to the front and center of the flag line. When displayed on a float in a parade, the flag should be hung from a staff or suspended so it falls free. It should not be draped over a vehicle.
	When displayed with another flag against a wall from crossed staffs, the U.S. flag should be on its own right (left to a person facing the wall) and its staff should be in front of the other flag's staff.
	In a group of flags displayed from staffs, the U.S. flag should be at the center and the highest point.
	When the U.S. flag is displayed other than from a staff, it should be displayed flat, or suspended so that its folds fall free. When displayed over a street, place the union so it faces north or east, depending upon the direction of the street.
	When the U.S. flag is displayed from as projecting from a building, the union of the flag should be placed at the peak of the unless the flag is at half-staff. When suspended from a rope extending from the building on a pole, the flag should be hoisted out, union first from the building.
	When flags of states, cities or organizations are flown on the same staff, the U.S. flag must be at the top (except during church services conducted at sea by Navy chaplains)

Client	Service Location	3/14/2023
COLLIER COUNTY BOARD OF COUNTY COMMISSIONERS 3299 TAMIAMI TRL E STE 700 NAPLES, FL 34112-5749	Lely Golf Estates MSTU 101 Willow Creek Ln Naples, FL 34113-7441 Mobile: (239) 227-4011 Email: Dan.Schumacher@colliercountyfl.gov	Proposal #: 20030816-1678797763 Account #: 1863262

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Pruning - RFQ # 2303-001-LY - Contract # 20-7675 - Availability is 2 weeks of award of contract - Duration will be one day - Prune back trees that are encroaching into the ROW, overhanging the fence and hedgerow sections behind the 5 five houses between Rattlesnake Hammock Rd and Willow Creek Ln. Remove all resulting debris		\$2,400.00		\$2,400.00

☐ Yes, please schedule the services marked above.

\$ _____ Deposit Required / \$ _____ Deposit Received

Upon completion of work, please charge balance to credit card ____ Yes ____ No

Deposit payment options we accept are check or credit card


To pay by check mail to

To pay by credit card call

The Davey Tree Expert Company (239) 403-9665
5515 Yahl St Suite A
Naples, FL 34109-1951



ACCEPTANCE OF PROPOSAL: The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.


Richard Wiland
 Richard Wiland
 ISA Certified Arborist FL-6320A

 Authorization

 Date



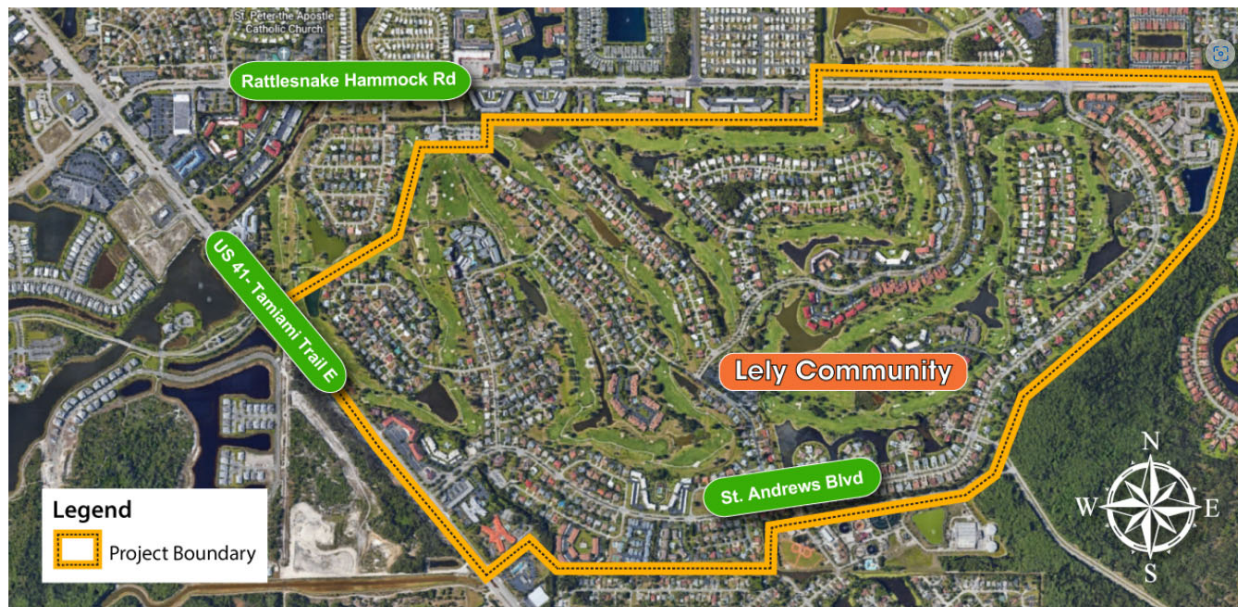
LELY COMMUNITY

Public Utilities Renewal Project

Design Services to Begin



- Website: [Lely PUR – Lely PUR](https://lelpur.com) (<https://lelpur.com>)
- Hotline: 239-272-0065
- Email: info@lelpur.com



About The Project

On January 11, 2022, the Collier Board of County Commissioners approved professional engineering design services to replace and improve the existing infrastructure of water, wastewater, stormwater, irrigation quality water and sidewalks within the Lely Community. This project is necessary to ensure a continued high level of utility services for the community.

In April, the first phase of this project starts with Johnson Engineering, Inc. and its subcontractors, performing field investigation activities. This work is expected to take approximately 10 months to complete. Field investigations include locating existing potable water mains, water meters and hydrants; sewer mains, pump stations and cleanouts; and stormwater and irrigation quality (reuse water) mains to determine their condition. You may notice survey or engineering crews completing field survey work and other activities in or around your property. Additionally, crews will utilize drones to capture pre-construction photos prior to work to ensure that all disturbed areas are restored to pre-construction conditions. These crews will minimize disturbances while collecting project-related information. No action is required on your part. More information will be available prior to the start of construction.