



**GOLF ESTATES BEAUTIFICATION MSTU**  
**ADVISORY COMMITTEE**  
8300 Radio Road  
Naples, FL 34104

**Minutes**  
**August 18, 2022**

**I. Call to Order**

The meeting was called to order at 2:06 PM and a quorum of four was present.

**II. Attendance**

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

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

**Others:** Mike McGee, Landscape Architect, McGee & Associates; Robert Kindelan, Superb  
Landscape Services; Wendy Warren, Premier Staffing; Lisa McGarity, Resident

**III. Approval of Agenda**

*Ms. Slebodnik moved to approve the Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:*

*Add: IX. New Business - A. Public Utilities Renewal (PUR) Project.*

*Second by Ms. Lowry. Carried unanimously 4 - 0.*

**IV. Approval of Minutes – July 21, 2022**

*Ms. Lowry moved to approve the minutes of the July 21, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Jorgensen. Carried unanimously 4 - 0.*

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

**A. Community Assessment**

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

- Entryway seasonal plantings and sod are in good condition.
- Maintenance required on St. Andrews, Forest Hills, and Pebble Beach Boulevard medians has been performed.
- Median 3 outbound side vehicle drive up/ tire damage.
- Royal Palms at the solar panel on Forest Hills and Augusta Boulevards need to be pruned.
- Considered holiday light attachment hooks for sign at Forest Hills & Augusta.
- Crown of thorns on Doral Circle require maintenance.
- Landscaping by the monument on the outbound side of the Pinehurst entrance requires additional pruning.
- One Golf Cart Crossing Signs need to be straightened.

Warren Street Irrigation System Leak

Mr. Kindelan reported:

- A crack in an irrigation fitting at the Warren Street pump house caused a water leak.

## MINUTES

- The system was repaired Tuesday afternoon, August 16<sup>th</sup> and re-pressurized Wednesday August 17<sup>th</sup>.
- Two (2) repairs have been required since the pressure was increased, and a third repair previously. A system upgrade should be considered.

The Committee discussed:

- Options for early identification and prevention of irrigation system leaks should be researched.
- **Mr. Schumacher**, or **Collier County 311**, should be contacted in the event a water break is witnessed.
- Entity responsible for maintenance of Golf Cart Crossing signs must be determined.

### B. St Andrews Blvd Speeds and Traffic Counts

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 July 16, 2022, to August 16, 2022.

- Radar 1 (110 St Andrews Blvd) recorded 46,882 vehicles averaging 1,496 vehicles per day. Maximum speed was forty-eight (48) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 48,871 vehicles for an average of 1,527 per day. Maximum speed was sixty-three (63) mph.

## VI. Contractor Reports

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

**Mr. McGee** summarized the "*Lely Golf Estates Landscape Observation Report FY21-22*" dated August 4, 2022.

#### St. Andrews Boulevard

Median #1

- Bougainvilleas require trimming.

#### Forest Hills Boulevard

Median #11

- Bougainvilleas need to be pruned.

#### Pebble Beach Boulevard

Median #14

- South end: Remove six (6) Juniper and plant sixty-two (62) one (1) gallon Perennial Peanut "Golden Glory." *Mr. Kindelan, SLS, noted work is in progress and will be completed August 18, 2022.*

#### Thorncrest and Briarcliff Lanes

Cul-de-Sacs #20 & #21

- McGee & Associates completed a landscape re-design for the cul-de-sacs.
- Mr. McGee noted seasonal rain has revived the current landscaping and tabling renovation plans for future consideration.

#### West R/W & Rattlesnake Hammock Road

- Prune Podocarpus hedge. *Mr. Kindelan reported both sides of the hedge have been trimmed.*
- Replace twelve (12) Crown of thorns. *Mr. Schumacher will request a cost quote.*

## MINUTES

### Water Usage – July 2022

- Warren Street Reuse water used 251,560 gallons; no Potable water was used.
- Valley Stream's meter indicated 11,750 gallons of Potable water used.

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

**Mr. Kindelan** reported:

- Vegetation at the Pinehurst Circle entrance sign will be pruned.
- The Pebble Beach Blvd. cul de sac will be pruned.
- Plumbago and Firebush will be trimmed.
- Plumbago on St. Andrews Blvd. will be checked for thrips activity and sprayed if necessary.
- Palm frond pruning options at the Forest Hills Blvd. solar panel will be reviewed week ending August 27<sup>th</sup> with Mr. Schumacher and Mr. Gorden.
- Crown of Thorns in Median #23, West R/W Rattlesnake Hammock Road, will be diagnosed and treated for disease.
- Cleaned out pump station pressure sensing lines from the pressure transducer system in response to unusual readings.
- Mr. Schumacher will be notified of the irrigation zones to be adjusted to support new plantings on Median #13, Pebble Beach Blvd.

## **VII. Project Manager's Report – Dan Schumacher**

### **A. Budget Report**

Lely MSTU Fund Budget 152 dated August 18, 2022

- The FY-22 Millage rate remains constant at 2.0 mills.
- Current Ad Valorem Tax, Line 1, is \$312,400.00; an increase of 2.63% over FY-21.
- Transfers and Contributions, Line 11, are \$327,714.92; a carry-over of unexpended FY-21 funds.
- Total Revenue, Line 12, is \$642,414.92, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors)
- Forestry Resources – Mulch.
- Hart's Electrical – Electrical Maintenance & Repairs.
- Howard Fertilizer – FY 22 Fertilization.
- Lykins-Signtek – Street Signs and Repairs.
- McGee & Associates – Landscape Architecture.
- McShea Contracting – Paver Crosswalks. *Invoices for completed crosswalk installation are outstanding.*
- NR Contractors Inc. – Entryway Monument Refurbishment. \*
- Premier Staffing – Transcription Services.
- SiteOne Landscape Supply – Irrigation Parts & Pumps.
- Superb Landscaping Services –
  - Incidentals is for landscape refurbishment and miscellaneous.
  - Grounds Maintenance includes irrigation repairs.
- Whited Holiday Décor – Holiday Decorations.
- Red indicates a Purchase Order is closed and the money expended.
- Operating Expense, Line 34, budgeted at \$276,309.92; with current Commitments of \$125,142.44, Expenditures of \$127,265.56, and a Budget Remainder (unspent operating funds) of \$23,901.92.

## MINUTES

- Capital Outlay, Line 36, budgeted at \$150,705.00, has a current Commitment of 149,750.00 to fund the *Entryway Monument Refurbishment Project*, and a Budget remainder of \$955.00.
- Transfer to Fund 111, Line 37, in the amount of \$54,700.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Property Appraiser, Line 38, in the amount of \$3,000.00, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 39, in the amount of \$7,700.00, is for collection of M.S.T.U. 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-22 M.S.T.U. budgeted funds at \$642,414.92; with tabulated Commitments of \$274,892.44, Expenditures of \$191,484.93, and a Budget Remainder (total unspent funds) of \$176,037.55. The Budget amount of \$642,414.92 does not change during the fiscal year.

*Unexpended FY-22 funds will be carried-over to the FY-23 budget and recorded as a line item under Transfers & Contributions.*

### **Grounds Maintenance – Multi-Year Contract**

- The current contract with Superb Landscaping Services expires in February 2023.
- An *Invitation to Bid (ITB)* for a new Grounds Maintenance contract for the Lely Golf Estates M.S.T.U. will be posted in September to be awarded to the lowest qualified bidder.
- The contract is subject to approval of the Board of County Commissioners (BCC).

*Mr. Schumacher will report the results of the solicitation for Committee consideration.*

### **B. 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.
- No outages were identified in Superb Landscape services report dated August 4, 2022.
- Six (6) lamps were replaced in July 2022 leaving two (2) Lumec retrofit lights in inventory.
- Staff requested Hart's Electrical order six (6) Lumec retrofit light fixtures in preparation for future outages.
- Estimated lamp conversion completion to LED fixtures is end of 2023.

### **C. Expiring Committee Terms**

**Mr. Schumacher** reported there are two (2) advisory seats available on the Lely Golf Estates Beautification M.S.T.U. Advisory Committee. The four (4) year terms commence October 2022.

**Kathleen Dammert** is eligible for reappointment to the Advisory Committee for a four (4) year term. Her application has been received.

**Lisa McGarity** has expressed interest in becoming a member of the Advisory Board Committee and submitted her application for consideration.

Candidates' applications will be considered by the Committee for recommendation to the Board of County Commissioners at the September M.S.T.U. meeting and placed on the BCC's October 2022 *Consent Agenda* for approval.

**D. September Meeting Date**

The Committee agreed the next scheduled meeting of the M.S.T.U. Advisory Board will be September 22, 2022.

*Ms. Lowry motioned to schedule the next meeting of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for September 22, 2022. Second by Ms. Dammert. Carried unanimously 4 - 0.*

**VIII. Ongoing Business**

**A. St. Andrews Entryway Monuments Refurbishment**

Commercial Permit number PRSG2022052294201 was issued to NR Contractors, Inc. for renovation of two (2) Lely Golf Estates ground signs at 53 Saint Andrews Boulevard.

Precast Components

Mr. Schumacher met with two (2) sub-contractors to review specifications and production for the precast sign architectural cap and the outer band (frame) copy.

- Finishes can be smooth or textured.
- A tinted color is recommended for the precast items.
  - Tatami Tan color for the Architectural Cap and Copy Border (frame).
  - The tinted precast structures would have a protective clear coat.
- Portions of the front and all of the rear wall color will be Ivoire.
- A Styrofoam mockup profile of the cap and copy band will be available for review week ending August 27<sup>th</sup>.
- Production lead time for the precast items is typically four (4) weeks from receipt of order.

Graphics

- NR Contractors is researching replacement of the sign lettering and logo vs. refurbishment.
- Mr. Schumacher suggested Lykins-Signtek be considered.

Project Timeline

- Place order for long lead time items.
- Installation target date is early November.

**B. Crosswalks - Paver Style**

McShea Contracting installed six (6) of eight (8) Paver-Style Crosswalks of Endurablend™ Polymer Cement with twelve inch (12") solid white Thermoplastic Border, like the crosswalks installed at St. Andrews & Pebble Beach Blvd. The two (2) remaining crosswalks will be completed during the dry season.

**C. Traffic Calming**

No updates were noted.

**D. Pending Items**

Holiday Decorations and Lights

**Mr. Schumacher** will seek quotes to install holiday garlands and lighting at the Lely MSTU entrances on Saint Andrews Boulevard and Doral Circle in November 2022.

## MINUTES

An *RFQ* will be issued week of August 27, 2022. The proposal will be issued to Naples Christmas Lighting, Trimmers Holiday Décor, and Whited Holiday Décor.

**Chair Branco** requested status updates as follows:

### Landscaping

Staff confirmed the landscape refurbishment items noted in the June 2022 minutes have been addressed. It was noted the Valley Stream Circle item listed was reported in error.

### Golf Cart Crossing Signs

- One Golf Cart Crossing Signs has been straightened.
- The second sign pole, set in concrete, appears to be bent, and may have to be replaced.
- Entity responsible for maintenance of Golf Cart Crossing signs must be determined.

## IX. New Business

### A. Public Utilities Renewal (PUR) Project

Chair Branco requested an update on the Collier County Public Utilities Renewal (PUR) Program, a series of projects to repair and replace aging potable water, wastewater, and stormwater infrastructure within Collier County, necessary to ensure continued high quality and reliable utility services.

Engineering consultants will define the scope of the infrastructure improvements needed for the multi- year design and construction project.

Lely is ear marked for the PUR project. Some items include:

- Location/routing of project areas.
- Gutters – upgrade grates during replacement.
- Utility upgrades, at the discretion of individual utility companies, are coordinated with the County.
- Impact on the irrigation system, light poles and mailboxes should be clarified.
- Sidewalks on St. Andrews Blvd. will conform to the current code and be ADA compliant.
- The County will repair damaged crosswalks.

*Chair Branco requested the M.S.T.U. be informed of project details. He will submit a list of items to be addressed to Mr. Schumacher.*

## X. Committee Member Comments

None

## XI. Public Comment

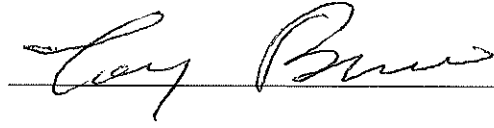
None

## XII. Adjournment

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:52 P.M.*

MINUTES

LELY GOLF ESTATES BEAUTIFICATION MSTU  
ADVISORY COMMITTEE



Tony Branco, Chairman

These Minutes were approved by the Committee on 9/22, 2022 as presented  or  
as amended .

NEXT MEETING:

SEPTEMBER 22, 2022  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542