



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

Minutes
July 21, 2022

I. Call to Order

The meeting was called to order at 2:07 PM and a quorum of three was present.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice-Chair (Excused); Linda Jorgensen; 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; Gary Gorden, Superb Landscape Services; Wendy Warren, Premier Staffing; Lisa McGarity, Resident

III. Approval of Agenda

Ms. Jorgensen moved to approve the Agenda of the Lely Golf Estates Beautification M.S.T.U. Second by Ms. Lowry. Carried unanimously 3 - 0.

IV. Approval of Minutes – June 16, 2022

Ms. Lowry moved to approve the minutes of the June 16, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Jorgensen. Carried unanimously 3 - 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.
- Palm fronds downed by inclement weather need to be removed.
- Royal Palms at the solar panel on Forest Hills Boulevard need to be pruned.
- A Paroutis Palm at the entrance with Ganoderma should be removed.
- Forest Hills and Pebble Beach Boulevard medians require trimming.
- Valley Stream Circle plantings look good.
- Landscaping by the monument on the outbound side of the Pinehurst entrance requires additional pruning.
- The light fixture on the solar panel at the Pinehurst monument has been replaced.
- The palm stump in the west Right of Way of Doral Circle and Rattlesnake Hammock was excavated.
- Golf Cart Crossing Signs need to be straightened - Mr. Schumacher will request Superb Landscaping Services, (SLS) adjust the golf cart crossing signs.

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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 June 19, 2022, to July 19, 2022.

- Radar 1 (110 St Andrews Blvd) recorded 46,566 vehicles averaging 1,502 vehicles per day. Maximum speed was sixty-two (62) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 47,389 vehicles for an average of 1,529 per day. Maximum speed was sixty-seven (67) mph.

Ms. Slebodnik arrived at 2:25 pm. A quorum of four was present.

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 July 7, 2022.

Forest Hills

Median #12

- Treat Torpedo Grass weekly with herbicide.

Valley Stream Circle

- Remove six (6) Juniper on the south end and plant sixty-two (62) "Golden Glory" Perennial Peanut" plants. *Cost quote was provided.*

Pebble Beach Boulevard

Median #19

- South end: Remove six (6) Juniper and plant sixty-two (62) one (1) gallon Perennial Peanut "Golden Glory." *Mr. Schumacher issued a Notice to Proceed (NTP) to SLS.*

Thorncrest and Briarcliff Lanes

Cul-de-Sacs #20 & #21

- McGee & Associates has completed a landscape re-design for the cul-de-sacs.
- Renovation during the rainy season is recommended.
- The design and a cost estimate will be submitted to Staff for Committee review at the August meeting.

Water Usage – June 2022

- Warren Street Reuse water used 70,670 gallons; no Potable water was used.
- Valley Stream's meter indicated 4,990 gallons of Potable water used.

Irrigation

- An irrigation report indicated the system was functioning on a regular schedule of fifteen (15) minute intervals.
- The operation mode was reset to evaporative technology.
- A follow-up report will be done to determine if the time gaps have increased.
- A control panel outage in June burned out the motherboard. The parts motherboard and faceplate were replaced under warranty.
- Mr. Gorden, SLS, confirmed Valley Stream has its own rain gauge.
- Mr. McGee requested the Valley Stream rain sensor be tested; Mr. Gorden agreed to do so.

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

Mr. Gorden reported:

- Maintenance on Forest Hills and Pebble Beach Boulevards will be completed week ending July 30th.
- Podocarpus hedge trimming on Rattlesnake Hammock Road will be done week ending July 30th.
- Outstanding items will be investigated:
 - Palm frond pruning at the Forest Hills Blvd. solar panel.
 - Removal of palm stalk with Ganoderma at the front entrance.
 - Additional cut back of landscaping at the Pinehurst Circle entrance sign.
 - Investigate the irrigation lines to confirm they are not contributing to de-stabilization of the Forest Hills cart crossing signs.
 - Test Valley Stream rain sensor.

VII. Project Manager's Report – Dan Schumacher

A. Budget Report

Lely MSTU Fund Budget 152 dated July 21, 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. *Closed.*
- Red indicates a Purchase Order is closed and the money expended.
- Operating Expense, Line 33, budgeted at \$276,309.92; with current Commitments of \$133,712.49, Expenditures of \$117,276.60, and a Budget Remainder (unspent operating funds) of \$25,321.83.
- Capital Outlay, Line 35, 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 36, in the amount of \$54,700.00, is for MSTU Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Property Appraiser, Line 37, in the amount of \$3,000.00, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.

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- Transfer to the Tax Collector, Line 38, 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 40, 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 \$283,462.49, Expenditures of \$181,494.97, and a Budget Remainder (total unspent funds) of \$177,457.46. The Budget amount of \$642,414.92 does not change during the fiscal year.

**Mr. Schumacher has applied to “roll over” NR Contractors Purchase Order for renovation of the entryway monuments to the 2023 budget.*

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, blue for working lamps to be replaced and gray for outages repaired from previous report.
- Three (3) light outages were listed in the July 5, 2022, report.
- Three (3) metal halide lamps displaying dim light emission will be replaced with LED's.
- Upon these replacements, two (2) Lumec retrofit lights remain in inventory. Staff will order six (6) fixtures in preparation for future outages.

C. Expiring Committee Terms

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

Vice Chair Dammert is eligible for reappointment to the Advisory Committee for a four (4) year term.

Ms. Lowry stated she will not be seeking reappointment to the Advisory Committee but will continue to decorate and provide a wreath for the Forest Hills and Augusta Boulevards sign.

Candidates' applications will be considered by the Committee for recommendation to the Board of County Commissioners at the September meeting.

D. September Meeting Date

A prior commitment of Mr. Schumacher's may necessitate rescheduling of the September meeting date. A decision will be made at the August 2022 meeting.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

Commercial Permit number PRSG2022052294201 was issued to NR Contractors, Inc. on July 18, 2022, at a total cost of \$395.49 for renovation of two (2) Lely Golf Estates ground signs at 53 Saint Andrews Boulevard.

Mr. Schumacher will schedule a meeting with NR Contractors management team to establish the following:

- Sequence of events and construction duration.
- Review stone samples:
 - Traditionally NR's clients have elected not to paint the stone.
 - One (1) tinted sample offered resembled the Tatami Tan color selected by the Committee.
 - The tinted stone samples would have a protective clear coat.
- A follow up meeting with Chair Branco and Mr. McGee will be scheduled.

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, similar to the crosswalks installed at St. Andrews & Pebble Beach Blvd.

McShea Contracting will complete the crosswalk installation during dry weather.

C. Traffic Calming

No updates were noted.

D. Pending Items

- Two (2) clam shell style decorative bases for the STOP/Street signs ordered from National Traffic Signs at a cost of \$214.00 each are anticipated to be delivered in September 2022.

IX. New Business

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.

Last season proposals were received from just two local vendors, Trimmers Holiday Décor and Whited Holiday Décor.

X. Committee Member Comments

None

XI. Public Comment

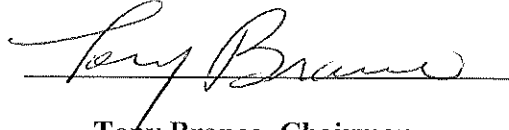
None

XII. Adjournment

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

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LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE



Tony Branco, Chairman

These Minutes were approved by the Committee on Aug 18th, 2022 as presented or
as amended .

NEXT MEETING:

AUGUST 18, 2022 – 2:00 P.M.
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542