



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

Minutes
June 17, 2021

I. Call to Order

The meeting was called to order at 2:02 PM and a quorum of three was present.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice-Chair;
Linda Jorgensen; Jacalyn Lowry (Excused); 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, Lely HOA President

III. Approval of Agenda

Ms. Slebodnik moved to approve the June 17, 2021 Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: Item V. Chairman's Report - B. Monthly Traffic Data; C. US Bike Route 15 Update

Item IX. New Business – Doral Lighting Petition

Second by Ms. Jorgensen. Carried unanimously 3 - 0.

The members present recognized Kathleen Dammert was attending via ZOOM. A quorum of four was present.

IV. Approval of Minutes – May 20, 2021

Ms. Jorgensen moved to approve the minutes of the May 20, 2021 Lely Golf Estates Beautification M.S.T.U. subject to the following change:

- *Page 4, Item VII - E Project Manager's Report, July Meeting Date: from "...The Committee agreed the next scheduled MSTU meeting date will be July 22, 2021) ...," to ...The Committee agreed the **July meeting date** will be July 22, 2021...).*
- *Page 5, Item 10 – Committee Member Comments: from "...Chair Branco attended the Metropolitan Planning Organization (MPO) Bicycle Pedestrian Advisory Committee (BPAC) on April 20, 2021 to address the proposed alignment of US Bike Route 15 (Georgia to Miami) with Saint Andrews Blvd.)...," to ... **Chair Branco** attended a **meeting of** the Metropolitan Planning Organization (MPO) Bicycle Pedestrian Advisory Committee (BPAC) on April 20, 2021 to address the proposed alignment of US Bike Route 15 (Georgia to Miami) with Saint Andrews Blvd.*

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

V. Chairman's Report – Tony Branco

A. Community Assessment

Chair Branco reported:

- The summer annual planting at the Saint Andrews Boulevard front entrance looks good.

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- State and County flags are faded and should be replaced. *Flags are on order.*
- Royal Palms need to be trimmed throughout the community.
- Fallen palm fronds should be removed.
- The leaning Washingtonian Palm on Forest Hills Boulevard should be removed.
Mr. Schumacher requested a quote from Superb Landscaping.
- Hurricane braces will be placed on selected new trees or palms.

B. M.S.T.U. Monthly Traffic Data –St Andrews Blvd

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 May 15th to June 15th.

- Radar 1 (110 St Andrews Blvd) recorded 53,226 vehicles in the past thirty (30) days; daily average of 1,663 vehicles. Maximum speed was 59 mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 54,859 vehicles for an average of 1,714 per day. Maximum speed was 63 mph.

C. US Bike Route 15 Update

Chair Branco read from the May 18, 2021 minutes of the *Bicycle and Pedestrian Advisory Committee* meeting:

“After much discussion, the Committee voted to endorse an alignment that would not directly impact any residential streets from north to south.”

He noted that US Bike Route 15 will not include Saint Andrews Boulevard.

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 June 3, 202, noting items highlighted in yellow should be addressed as soon as possible and RFQ indicates a quote is requested for replacements.

All Locations

- Add mulch to bare areas around new plants and shrubs.
- Pull mulch away from Holly Trees to expose the tree root flare and to ensure there is no contact with the root.
- Trim all Royal Palms to remove seed stalks and trapped fronds.
- Review tree replacement bracings and re-install if not functional.

Saint Andrews Blvd.

- Contractor responsible to replace two (2) irrigation valve box lids due to mower damage.

Forest Hills Blvd.

- Address 550: Remove mature Holly tree due to trunk/root rot and replace with a white Crepe Myrtle. *Quote requested.*

Forest Hills Cart Crossing & Lake

- Move cart crossing sign into the turf between the two (2) Xanadu beds and three (3) feet back from the valley gutter.
- Four (4) Xanadu on the south side of the road need to be removed and five (5) replanted. The third bed from cart crossing need three (3) 3-gallon Xanadu replanted. *Quote requested.*

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Valley Stream Circle

- Median #13: Re-stake two (2) new Tabebuia trees with Duckbill model 68 cable bracing systems.

Pebble Beach Boulevard

- Median #19: Replace seven (7) Bougainvilleas damaged by auto accident with 3 gal. dwarf Helen Johnson plants. *Quote requested.*

Baltusrol Sign

- Recommend new project recommended to improve safety and clean up the debris being washed into the valley gutter at the crossing.
- Remove existing Jasmine and Plumbago east of the south cart crossing point, back to the existing Right of Way line (18'), and install turf so there is a clear view of the cart pathway at the street and a clearer visibility of the south monument sign. Replace area of removed shrubs with turf.

Doral Circle West R/W

- Install four (4) white African Iris on east end of existing plantings at Doral. *Quote requested.*

Water Usage May 2021

Warren Street Reuse Water Use 200,915 gallons; no potable water used.

Valley Stream's meter indicated 12,730 gallons of potable water use.

Mr. Schumacher will:

- Discuss improvements to the Baltusrol sign area with golf course management and report his findings to the committee at the July meeting.

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

Mr. Gorden reported:

- The Podocarpus hedge on Rattlesnake Hammock Road will be trimmed week ending June 26th.
- Date for palm tree trimming will be scheduled with Mr. Kindelan,
- Two (2) new Tabebuia trees on Valley Stream Circle will be re-staked with Duckbill model 68 cable bracing systems.
- A two-inch union irrigation valve at Warren Street pump station failed. The valve will be opened and replaced on June 17, 2021.

Superb Landscape Services provided an estimate for the items in McGee and Associates Summary Report highlighted in yellow and tagged with a Request for Quote (RFQ).

Ms. Jorgensen motioned to authorize Superb Landscape Services, Inc., Estimate # E1105676, dated 6/9/2021, for replacement of plants and a tree as per McGee and Associates Summary Report at a cost of \$950.00. Second by Ms. Slebodnik. Carried unanimously 4 - 0.

C. Summer Entryway Planting - NTP

Saint Andrews Front Entrance and Doral Circle

The flower scheme designed by McGee & Associates, “*Summer Annual Plantings Concept Plan Median #1,*” was installed at the St. Andrews Blvd. entrance and Doral Circle.

VII. Project Manager's Report – Dan Schumacher

A. Budget Report

Lely MSTU Fund Budget 152 dated June 17, 2021

- 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 Commitment's total \$83,515.74; \$143,174.34 is expended.
 - Uncommitted Operating Expense funds available are \$48,539.29.
 - Line items recorded in "red" indicate Purchase Orders that have been closed, either upon completion or a determination not to proceed with the expenditure at this time.
 - 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.
 - Transfer to Fund 111, Line 39, is for Staff salaries.
 - Budget Transfers under the headings Appraiser and Tax Collector, Lines 40 and 41, are fees billed by the respective entities.
 - Capital Outlay Fund, Line 38, available balance is \$171,710.00 will fund the *Paver Crosswalks* and *Entryway Monument* projects.
 - Reserves for Insurance and Catastrophic/Hurricane funds total \$150,000.00.
 - Total available balance, less committed expenses, is \$371,755.

B. Lighting Inspection Report

- Current lamp outages are shown in red, previous outages in grey.
- Two (2) sign lights at the St. Andrews entrance, US 41, have been replaced.
- One (1) additional Luminaire outage not noted on the Lely MSTU Lighting Inspection summary dated May 5, 2021 has been replaced.
- No LED replacement lamps have failed. Warranty for LED lamps is two (2) years from date of purchase.
- The inventory of Lumec LED retrofit lamps is now depleted and uncommitted funds from budget line 36, Operating Expense, may be accessed for Line 23, Lighting Maintenance, purchases.

Mr. Schumacher has requested a quote from Graybar for six (6) Lumec LED retrofit replacement lamps.

C. Non-Potable Water Signs Install

- Superb landscaping has installed non-potable water signs on several median's tips.
- The sign height will be lowered eight (8) inches or just above the Perennial Peanut.

D. Monthly Meeting Location – South Regional Library

The Committee agreed meetings will be held in the conference room of the Collier County South Regional Library, 8065 Lely Cultural Parkway, Naples.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

A sequence of events from May 2019 to the present of activities toward renovation the Lely Golf Estates *Entryway Monument Refurbishment Project* was distributed.

Current options for moving forward were presented for consideration:

- Option 1 – Negotiate with the vendor submitting the March 2021 QuickQuote low bid.
- Option 2 – Initiate a new full BidSync Solicitation, open to all interested vendors.
- Option 3 – Delay re-solicitation to FY-22, pending some expected relief from Covid-related construction price increases and delays.

The Committee discussed the following:

- Alternative finishes to tile should be considered to reduce cost.
- A full BidSync solicitation, available to all interested bidders, will take four to five months and bids may be higher than the March 2021 bid.
- The Scope of Work (SOW) is prepared for electronic distribution to contractors.

The Committee agreed to proceed with Option #1. **Mr. Schumacher** will update members at the July meeting.

B. Thermoplastic Crosswalks – Paver Style

Mr. Schumacher will proceed with a QuickQuote solicitation upon receipt of thermoplastic tile specifications from McShea Contracting.

Structuring the project in two (2) phases, the first in FY-21 and the second in FY-22, will be evaluated.

IX. New Business

Doral Lighting Petition

Ms. Slebodnik reported to the Committee that a petition is circulating among the residents of Lely Golf Estates, Unit 1, residents requesting the MSTU fund street lighting for Doral Circle.

Lisa McGarity, Lely HOA President, reported:

- The property owners of Doral Circle are requesting the MSTU install eight (8) decorative streetlights at STOP signs within the Right of Way (ROW).
- The Homeowner's Association supports, but cannot finance, the installation.

Mr. Branco noted:

- The M.S.T.U.'s duties and responsibilities address 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 residents within the M.S.T.U.
- The M.S.T.U.'s primary function is beautification, principally landscaping. Lighting, other than to enhance beautification, would require an amendment to the original Ordinance.
- A baseline design has been requested from FPL for installation feasibility and cost in the Doral Circle, Unit 1, neighborhood.

Mr. Schumacher will update the Committee on FPL's response at the July meeting.

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X. Committee Member Comments

Ms. Slobodnik noted a resident posted a photo on a community website of graffiti sighted on utility boxes and inquired regarding the process for correcting the situation.

- The companies who own the structures are responsible for maintaining the aesthetic appearance.
- The respective utility provider should be notified of the condition.

Mr. Schumacher will assess the issue and report findings to the Committee.

XI. Public Comment

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:01 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**

Tony Branco, Chairman

The Minutes were approved by the Committee on _____, 2021 as presented or as amended ____.

NEXT MEETING:

JULY 22, 2021 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542

MINUTES

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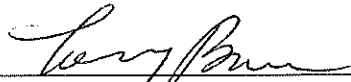
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