



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

**Minutes**  
**October 21, 2021**

**I. Call to Order**

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

**II. Attendance**

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

**County:** Michelle Arnold, PTNE Director; Dan Schumacher, Project Manager; Rosio Garcia, 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. Lowry moved to approve the October 21, 2021, Agenda of the Lely Golf Estates Beautification M.S.T.U. Second by Ms. Dammert. Carried unanimously 5 - 0.*

**IV. Approval of Minutes – September 16, 2021**

*Ms. Jorgensen moved to approve the minutes of the September 16, 2021, Lely Golf Estates Beautification M.S.T.U. as amended:*

*Page 3, Item VI. Contractor Report, Item A. Landscape Architect’s Report, Water Usage from “... Water Usage July 2021) ...,” to ... Water Usage August 2021...).”*

*Second by Ms. Lowry. Carried unanimously 5 - 0.*

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

**A. Community Assessment**

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

- The community and front entrance landscaping look good.
- Medians have been trimmed.
- Fallen Palm fronds need to be removed.
- The Firebush shrubs by the sign on Augusta Boulevard require pruning.
- Rattlesnake at Doral requires trimming.

**B. M.S.T.U. Monthly Traffic Statistics –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 August 14<sup>th</sup> to September 14<sup>th</sup>.

- Radar 1 (110 St Andrews Blvd) recorded 50,672 vehicles averaging 1,635 vehicles per day. Maximum speed was 51 mph.

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- Radar 2 (255 Saint Andrews Blvd) recorded 51,985 vehicles for an average of 1,677 per day. Maximum speeds were 78, 76 and 70 mph.

The Committee discussed:

- Scheduling a meeting with the county Traffic Operations Division, the MSTU, and the Lely HOA to discuss speed control measures.
- Installing STOP signs at three (3) locations to deter vehicular speeding.
- Use of a pseudo/dummy camera to encourage drivers to obey the speed limit.

## 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 October 15, 2021.

#### All Locations

- Items highlighted in yellow are a priority for safety issues and potential plant damage.
- Review tree staking locations weekly and if not fully intact remove or replace.

#### In bound R/W South

- Remove dead Tabebuia tree. Tree placement is required by code; recommend replacement with Queen Crape Myrtle tree.
- Defoliated Bougainvillea Silhouettes have rejuvenated; however, foliage is yellow, potentially a result of improper irrigation. Recommend fungicide application and adjustments to the irrigation system.

#### Saint Andrews Blvd.

- Recommend turf treatment for sedge grasses.
- Replace five (5) Bougainvilleas damaged by an auto accident on Median #10.

#### Forest Hills Blvd.

- Median #11, address 550: Remove mature Holly tree due to trunk/root rot and replace with a ‘Natchez’ Crape Myrtle, White. ***Shipment of Crape Myrtle tree to be consolidated with additional items from the same nursery to minimize freight cost. Tree will be installed upon receipt.***

#### Forest Hills Cart Crossing

- Prune Firebush away from sign structure.
- Remove four (4) declined Xanadu and replant five (5). Plant three (3) Xanadu in third bed from cart crossing. ***Mr. Schumacher has requested, but not received, a quote from Superb Landscaping.***

#### Pebble Beach Blvd.

- Median #16: Replace, at landscapers’ expense, six (6) Bougainvillea damaged by application of herbicide.
- Median #17: Address 143 – Replace missing Bougainvillea destroyed by fire with dwarf ‘Helen Johnson’ Bougainvillea.
- Median #18 north: Recommend removal of Juniper and one (1) row of Bougainvillea at light pole #19. Replant with Perennial Peanut. ***Mr. Schumacher will request a proposal from Superb Landscaping.***

#### Briarcliff Ln Cul-de-sac #21

- Remove damaged and dead Bougainvillea; mulch; do not replant. Baltusrol Signs.

#### Baltusrol Signs

- Selectively prune Philodendron foliage off the inbound Baltusrol sign structure.

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### West R/W & Rattlesnake Hammock

- Prune Foxtail palm seed stalks weekly.
- Install four (4) white African Iris.

### Fertilizer

- An order for fertilizer, to be applied prior to the installation of mulch, has been requested with delivery designated to Superb Landscaping's facility.

### Mulch

- Specialty Red Mulch will be ordered for November application.

### Irrigation

The HydroPoint controller is operating on an "Evaporative Technology" system which monitors rain, sun, and hydration to irrigate as needed. With the onset of the dry season, Staff is transitioning the system to pre-scheduled irrigation days.

### Water Usage - September 2021

- Warren Street Reuse Water used 17,635 gallons; potable water none.
- Valley Stream's meter indicated 9,600 gallons of potable water use.

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

**Mr. Gorden** reported:

### Tree Braces

The "Screw-In" type tree anchors for hurricane/storm protection on four (4) new trees at Valley Stream Circle and Pebble Beach Circle appear to be securing properly.

### Maintenance

- Structural pruning of hardwood trees was performed.
- Adjustments will be made to the irrigation system on St. Andrews Blvd. & US 41 "In bound R/W South" at the shopping center to alleviate "yellowing" of leaves due to a possible irrigation issue.
- Sedge grass on St. Andrews Boulevards will be treated when temperatures cool.
- Bougainvillea plant damage will be remedied with new installation on Median #16.
- Removal of dead Bougainvillea plants on Briarcliff Ln Cul-de-sac #22 will be verified.

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

### **A. Budget Report**

#### Lely MSTU Fund Budget 152 dated October 21, 2021

- The FY-22 Millage rate remains constant at 2.000 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)
  - Hart's Electrical – Electrical Maintenance & Repair
  - McGee & Associates – Landscape Architecture
  - Premier Staffing – Transcription Services
  - Site One Landscape Supply – Irrigation Parts & Pumps
  - Superb Landscape Services – Grounds & Irrigation Maintenance

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- Operating Expense, Line 32, is budgeted at \$243,814.92; with current Commitments of \$174,446.15, Expenditures of \$613.05, and a Budget Remainder (unspent operating funds) of \$68,755.72.
- Capital Outlay, Line 34, budgeted at \$183,200.00, is available to fund planned *Paver Crosswalks* and *Entryway Monument* projects.
- Transfer to Fund 111, Line 35, 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 36, 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 37, in the amount of \$7,700.00, is for collection of M.S.T.U. millage as part of the tax bill, currently 2.0 mills.
- Reserves, Line 39, budgeted at \$150,000.00, is designated for Insurance and Catastrophic/Hurricane damage repair.
- Total Budget, Line 41, lists FY-22 M.S.T.U. budgeted funds at \$642,414.92; with tabulated Commitments of \$174,446.15, Expenditures of \$1,237.29, and a Budget Remainder (unspent operating funds) of \$466,731.48. Only the \$642,414.92 amount does not change during the fiscal year.

### B. Lighting Inspection Report

- Red entries indicate current lamp outages, gray for outages repaired from previous report.
- Current: four (4) Luminaires and one (1) flagpole spotlight.
- No LED replacement lamps have failed. Warranty for LED lamps is two (2) years from date of purchase.

### C. 2021 Seasonal Entryway Plantings – Winter

#### St Andrews Median #1 and Doral Circle Median 23

The Committee discussed planting schemes and flower selection for the cooler winter season.

- Flower selection is Red Geraniums center with a White Alyssum border based on McGee & Associates October 2016 plan, Scheme A, modified.
- Geraniums will be 6” pot size.
- Flowers will be planted upon completion of the holiday lighting installation by Whited Holiday Décor.

#### *Mr. Schumacher will:*

- Provide Mr. McGee and Superb Landscape Services the invoiced quantities from the 2020 seasonal planting.
- Request a Quote (RFQ) from Superb Landscape Services for cost of materials plus 15% and labor for the design scheme submitted by McGee & Associates.

***Ms. Slebodnik motioned to approve Superb Landscape Services, Inc., proposal to plant the landscape at the bed entrance to Saint Andrews Blvd. (Median #1) and Doral Circle with Red Geraniums bordered with white Alyssum, a modified version of the October 2016 concept plan Scheme A, designed by McGee & Associates, at a cost not to exceed four thousand dollars (\$4,000.00). Second by Ms. Lowry. Carried unanimously 5 - 0.***

### D. 2021 Holiday Decorations

Two vendors submitted proposals to *Solicitation #2109-001-LY – Lely MSTU Holiday Decorations* posted on the BidSync, for the Saint Andrews Blvd and Doral Cir entrances as follows:

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1. Whited Holiday Décor - \$3,900.00
2. Trimmers Holiday Décor - \$6,000.00

The Committee discussed the proposals and motioned proceed with Whited Holiday Décor in the amount of \$3,900,00. Decorations will be installed in November.

*Ms. Dammert motioned to approve Whited Holiday Décor for installation of Holiday Lighting and Decorations on Saint Andrews Boulevard, Median #1, at a cost of \$3,900.00. Second by Ms. Jorgensen. Carried unanimously 5 – 0.*

*Ms. Lowry will decorate and provide a wreath for the Forest Hills and Augusta Boulevards sign. Solar lights will complement the installation.*

### VIII. Ongoing Business

#### A. St. Andrews Entryway Monuments Refurbishment

Staff suggested structuring the project in three (3) phases:

- Engineering – wall support analysis, drawings and permit application submitted to Collier County permitting for approval.
- Construction – repair of each wall and addition of a decorative cap.
- Graphics – refurbishment of sign lettering, etc.

A Scope of Work (SOW) document for each component will be prepared for BidSync Solicitation, open to all interested contractors.

**Mr. Schumacher** will:

- Contact structural engineering firms to ascertain the process, feasibility, and cost.
- Update the Committee on his findings at the November 2021 meeting.

#### B. Thermoplastic Crosswalks – Paver Style

A BidSync Quick Quote solicitation for six (6) to eight (8) Paver-style crosswalks of Endurablend™ Polymer Cement Surfacing with twelve inch (12”) solid white thermoplastic stripes, to coordinate with the crosswalks installed at St. Andrews & Pebble Beach Blvd’s will be posted on October 28, 2021. Estimated turn-around time is fourteen (14) days.

#### Traffic Slowing Measures

Installation of additional STOP signs on St. Andrews Blvd to slow traffic was discussed. Three locations are under consideration, including one in the vicinity of a school bus stop. Coordination with county Traffic Operations Division will be required.

#### C. Median #1 Traffic Sign

- A replacement “Keep Right” sign with code-compliant yellow diamond for the St. Andrews entrance at US-41 has been ordered.
- The sign will be mounted on a new decorative post.
- Installation lead time is four (4) to six (6) weeks.

#### D. Lumec LED Retrofit Lamps

Six (6) LED Lumec retrofit lamps will be ordered for expected light outages in FY-22.

### IX. New Business

None

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**X. Committee Member Comments**

None

**XI. Public Comment – Lisa McGarity**

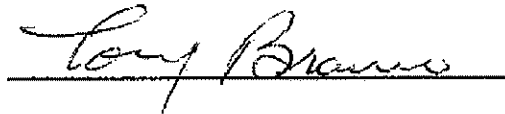
Ms. McGarity, President, Lely Homeowners Association, requested the M.S.T.U. consider contributing funds to the replacement of the decaying fence at Doral Circle, along Rattlesnake Hammock Road. Estimated construction cost is \$40,000.00.

**Chair Branco** outlined the history of the fence and referenced records that confirm it was funded and installed by the Lely HOA; thus, not an M.S.T.U. responsibility. In the same general time frame, the M.S.T.U. funded and installed an adjacent Podocarpus hedge between the fence and Rattlesnake Hammock Rd.

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:55 PM.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU  
ADVISORY COMMITTEE**



**Tony Branco, Chairman**

The Minutes were approved by the Committee on November 23, 2021 as presented  or as amended .

NEXT MEETING:

NOVEMBER 18, 2021 – 2:00 PM  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542