



# GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

8300 Radio Road  
Naples, FL 34104

## Minutes

September 16, 2021

### I. Call to Order

The meeting was called to order at 2:06 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 (Excused)

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

*Add: Item VII. Project Manager's Report - E. McGee & Associates Contract Proposal  
Item VIII. Ongoing Business – E. Median #1 Traffic Sign; F. Lumec LED Order  
Second by Ms. Lowry. Carried unanimously 3 - 0.*

### IV. Approval of Minutes – August 19, 2021

*Ms. Lowry moved to approve the minutes of the August 19, 2021, Lely Golf Estates Beautification M.S.T.U. as presented. 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:

- Medians and Doral Circle look good.
- Traffic sign on Median #1, St. Andrews Boulevard, is down.
- A vehicle hit a tree in the median at address 152 St. Andrews Boulevard.
- Trimming is required along traffic lanes on St. Andrews, Forest Hills and Pebble Beach Boulevards.
- A vehicle damaged lamp pole #19 at address 180 Pebble Beach Boulevard.

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

Two (2) Traffic Logix SafeSpace 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 47,637 vehicles averaging 1,489 vehicles per day. Maximum speed was 56 mph.

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- Radar 2 (255 Saint Andrews Blvd) recorded 48,719 vehicles for an average of 1,522 per day. Maximum speeds were 85, 78 and 71 mph.

The Committee discussed:

- Scheduling a meeting with the Traffic Operations Division, the MSTU, and the Lely HOA to discuss speed control measures.
- Installing additional STOP signs at another Saint Andrews Boulevard intersection to deter vehicular speeding.

*In response to Mr. Schumacher's inquiry for additional STOP sign installation, Traffic Operations Division replied that STOP signs are not intended as a method to slow traffic.*

## 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 September 9, 2021.

#### All Locations

- Items highlighted in yellow are a priority for safety issues and potential plant damage.
- Evaluate all trees for structural pruning.

#### Out bound R/W North

- Remove Schefflera shrub behind the wall and volunteer plants growing on the sign wall.

#### Saint Andrews Blvd.

- Recommend treatment for sedge grasses.
- Replace two (2) irrigation valve box lids damaged by a mower.
- Median #5: address 152 – Queen Crape myrtle tree south side branch broken by a truck. Trim branch flush and evaluate tree condition.
- Replace 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.

#### Pebble Beach Blvd.

- Median #16: Lower the hedge and irrigation heads.
- Median #17: Address 143 – Replace missing Bougainvillea destroyed by fire with dwarf 'Helen Johnson' Bougainvillea.

#### Pebble Beach Crossing

- Prune stalks off Foxtail palms.

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

- Remove damaged and dead Bougainvillea; do no replant.

#### West R/W & Rattlesnake Hammock

- Prune Foxtail palm seed stalks weekly.
- Remove white African Iris and plant sod.

#### Mulch

- Mulch bare areas, including the Warren Street pump house.

Irrigation

The HydroPoint system optimizes water usage by monitoring rain, sun and hydration to irrigate as-needed, as illustrated by the graph included with the landscaping report.

Water Usage August 2021

- Warren Street Reuse Water used 154,240 gallons; potable water none.
- Valley Stream's meter indicated 10,650 gallons of potable water use.

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

**Mr. Gorden** reported:

Tree Braces

- Evaluate installation of “screw in” type anchors for hurricane/storm protection on four (4) new trees on Valley Stream Circle and Pebble Beach Circle for effectiveness and necessary adjustments made.

Maintenance

- The damaged sign on St. Andrews median #1 will be removed September 20<sup>th</sup>.
- The Podocarpus hedge on Rattlesnake Hammock Road was trimmed.
- Status of valve box lid installation will be remedied week ending September 25<sup>th</sup>.
- Mulch will be installed based on a bag count provided to Mr. Schumacher.

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

**A. Committee Applications & Vote**

In accordance with County policy, three (3) advisory committee seats of the Lely Golf Estates Beautification M.S.T.U., available for 4-year terms commencing October 2021, were advertised.

Applications received:

- Anita Ashton – (withdrawn)
- Tony Branco
- Linda Rae Jorgensen
- Kathleen Sledobnik

Recommendation to reappoint member Tony Branco

The Committee discussed Mr. Branco's application for the open position on the M.S.T.U. effective October 2, 2021, to October 1, 2025, noting the contributions he has made to the Committee and his willingness to be reappointed.

*Ms. Lowry moved to recommend the Board of County Commissioners re-appoint Tony Branco to the Lely Golf Estates Beautification M.S.T.U. Advisory Committee. Second by Ms. Jorgensen. Carried unanimously 3 - 0.*

Recommendation to reappoint member Linda Rae Jorgensen

The Committee discussed Ms. Jorgensen's application for the open position on the M.S.T.U. effective October 2, 2021, to October 1, 2025, noting the significance of her participation and willingness to serve.

*Chair Branco moved to recommend the Board of County Commissioners re-appoint Linda Jorgensen to the Lely Golf Estates Beautification M.S.T.U. Advisory Committee. Second by Ms. Lowry. Carried unanimously 3 - 0.*

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### Recommendation to reappoint member Kathleen Slebodnik

The Committee reviewed Ms. Slebodnik's application for the open position on the M.S.T.U. effective October 2, 2021, to October 1, 2025, and expressed appreciation for her service.

*Linda Jorgensen moved to recommend the Board of County Commissioners re-appoint Ms. Slebodnik to the Lely Golf Estates Beautification M.S.T.U. Advisory Committee. Second by Ms. Lowry. Carried unanimously 3 - 0.*

*Appointments are subject to Board of County Commissioners (BCC) approval.*

### **B. Florida Sunshine Law – Links:**

Website links were provided to members for an opportunity to review the requirements of the Sunshine Laws.

- [Sunshine Law Presentation Guide/Collier County, FL \(colliercountyfl.gov\)](http://colliercountyfl.gov)
- [PowerPoint Presentation \(colliercountyfl.gov\)](http://colliercountyfl.gov)

### **C. Budget Report**

#### Lely MSTU Fund Budget 152 dated September 16, 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 \$57,094.64; \$171,598.77 is expended.
- Uncommitted Operating Expense funds available are \$46,535.96.
- Line items recorded in "red" indicate closed Purchase Orders.
- Funds will be added to Hart's Electrical Purchase Order, Line 23, to finance electrical maintenance expenditures.
- Line 17, 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 40, is for Staff salaries.
- Budget Transfers under the headings Appraiser and Tax Collector, Lines 41 and 42, are fees billed by the respective entities.
- Capital Outlay Fund, Line 39, 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 \$369,082.83.

*The Lely M.S.T.U. FY-22 budget, effective October 1, 2021, is finalized. Unexpended funds will "roll-over" to the FY-22 budget. Purchase Orders for FY-21 will be closed out and Purchase Order requests for FY-22 submitted to the Procurement Division.*

### **D. Lighting Inspection Report**

- Red in the report indicates current lamp outages; previous outages are noted in gray.
- Four (4) Luminaire outages on Pebble Beach Boulevard and Doral Circle were indicated on the September 8, 2021, report.

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- No LED replacement lamps have failed. Warranty for LED lamps is two (2) years from date of purchase.
- Pending receipt, four (4) of the six (6) Lumec LED retrofit lamps ordered will be installed by Hart's Electrical.

### **E. McGee & Associates Contract Proposal**

McGee & Associates submitted a proposal dated September 13, 2021, in the amount of \$18,120.00, for Annual Services for Landscape Architectural Maintenance Consulting Services for the Lely Golf Estates M.S.T.U. for FY-22.

*Chair Branco motioned to continue McGee & Associates "Annual Services for Landscape Architectural Maintenance Consulting Services for the Lely Golf Estates, M.S.T.U., Fixed Term Continuing Contract" M & A 2021-013P for one year. Second by Ms. Jorgensen. Carried unanimously 3 – 0.*

## **VIII. Ongoing Business**

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

- Mr. McGee identified a two (2) inch gap condition between the wall and the stucco on the back side of the entry monument.
- Assessment by a principal of Vite Walls recommended removal and replacement of the stucco material.
- Vite Walls provided a quote for services, proposed installing the structural arch and confirmed interest in the refurbishment project.

*Mr. McGee will note replacement of rear wall stucco in the comment section of his design drawings.*

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

### **B. Thermoplastic Crosswalks – Paver Style**

A bid solicitation for six (6) to eight (8) decorative crosswalks in Endurablend™ Polymer Cement Surfacing with twelve (12) inch solid white traffic stripes, to coordinate with the crosswalks installed at St. Andrews and Pebble Beach Boulevard will be advertised in September of 2021.

#### St. Andrews Crosswalk

A cross walk on St. Andrews Boulevard for school "bus stop" access, may be considered. Traffic Operations Division has jurisdiction of the area and will be contacted when proposed. The project would be undertaken upon completion of the decorative crosswalk project.

### **C. Pinehurst Sign, left entry side monument**

1. Superb quote – (a) Refurbishment and (b) Weekly Maintenance.
  - Superb Landscape Services, Inc. (SLS) submitted a proposal to remove plant material and install sod at the Baltusrol/Pinehurst Sign entrance in the amount of \$2,550.00.
2. Obtain Hibiscus GC acceptance – (a) Appearance and (b) Irrigation Supply.
  - **Mr. Schumacher** met with the Hibiscus Golf Club General Manager and Superintendent to convey the MSTU's objective of opening the view to the left Pinehurst sign, seeking their agreement.
  - Club management noted the hedge was installed to discourage parking in the vicinity and stated they were not interested in the M.S.T.U.'s proposal to remove it and install sod.

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**D. Doral Circle Lighting – HOA inquiry & FPL preliminary.**

Mr. Schumacher will forward materials received from Florida Power & Light (FPL) to Ms. McGarity including:

- A sketch.
- Catalog of pole and lamp styles.
- Pricing.
- Contact information.

Doral Circle Lighting is not an M.S.T.U. project and will not be on future Agendas.

**E. Median #1 Traffic Sign**

- A “Keep Right” replacement sign proposal and diagram for the St Andrews entrance at US-41, received from Lykins-Signtek Inc. was forwarded to Traffic Operations for approval.
- Traffic Operations specified a “code compliant” yellow diamond sign is required.
- Lykins-Signtek Inc will submit a sign proof in compliance with the specifications.
- The sign will be ordered on proof approval, estimated cost \$800.00, and mounted on a decorative post.
- This item will remain on the Agenda until installed.

**F. Lumec LED Order Placement**

Upon delivery of the current order of six (6) Lumec LED retrofit lamps, six more will be ordered in anticipation of future lamp failures.


**IX. New Business**  
None

**X. Committee Member Comments**  
None

**XI. Public Comment**  
Addressing Ms. McGarity’s, President, Lely Homeowners Association, request, the median entering Doral circle will be evaluated for landscape embellishment during the October drive through.

**XII. Adjournment**  
*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:16 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 \_\_\_.

MINUTES

**NEXT MEETING:**

**OCTOBER 21, 2021 – 2:00 PM**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542