



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

February 17, 2022

I. Call to Order

The meeting was called to order at 2:02 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 (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. Dammert moved to approve the February 17, 2022, Agenda of the Lely Golf Estates Beautification M.S.T.U. as submitted. Second by Ms. Lowry. Carried unanimously 5 - 0.

IV. Approval of Minutes – January 20, 2022

Ms. Jorgensen moved to approve the minutes of the January 20, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Dammert. 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 landscaping is in good condition.
- Routine maintenance is on track and most items on the Summary Report have been addressed.
- Planting solutions to the three (3) foot section of the fence on Rattlesnake Hammock Road at Doral Circle, not covered by the hedge, will be addressed in Mr. McGee's Summary Report.
- Lykins-Signtek, Inc. is repairing a damaged decorative STOP/ Street sign for the intersection at Pebble Beach and Forest Hills Boulevards. Estimated time until reinstallation is two (2) weeks.
- Availability & price of decorative sign pole bases have been requested from Lykins-Signtek, two locations. Results to be provided at the March meeting.

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 January 15, 2022, to February 15, 2022.

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- Radar 1 (110 St Andrews Blvd) recorded 65,110 vehicles averaging 2,035 vehicles per day. Maximum speed was fifty-three (53) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 68,623 vehicles for an average of 2,144 per day. Maximum speed was seventy-three (73) mph; seven (7) vehicles exceeded sixty (60) 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 February 3, 2022.

General

- Items highlighted in yellow are a priority for safety issues and potential plant damage.

All Locations

- Perennial Peanut appears to have foliage burn due to cold weather.
- Dwarf Bougainvillea have reduced foliage resulting from a combination of insect activity, dry conditions and colder weather.

Saint Andrews Blvd. and US 41 - Inbound ROW South

Bougainvillea Silhouette shrubs have signs of root fungus. Recommend treatment and reduction of irrigation.

Saint Andrews Blvd.

- Caterpillar activity on the Bougainvillea should be treated.
- Median #3 – SLS confirmed the Alexander Palm was treated for black sooty mold on the trunks and foliage.

Forest Hills Blvd.

- Median #12 - SLS confirmed the Alexander Palm was treated for black sooty mold on the trunks and foliage.

Pebble Beach Boulevard

- Median #18 – Light Pole #19, north end. Light pole installation crushed some of the Juniper. Remove damaged material and replace with Perennial Peanut. One Dwarf Bougainvillea dead. Install (1) 3 gal. dwarf Bougainvillea 'Helen Johnson' plants.

West ROW and Rattlesnake Hammock Road

- Two options recommended:
 - Replant two (2) 3-gallon Podocarpus on each side of the stump at the Foxtail Palm removal locations to fill in gap in hedge.
 - Excavate stump and backfill with new topsoil; replant one (1) 25–30-gallon Podocarpus.

Cul-de-sacs

- Irrigation is not installed on the cul-de-sacs. Landscaping is drought tolerant.

Water Usage – January 2022

- Warren Street Reuse Water used 143,650 gallons; potable water 175 gallons.
- Valley Stream's meter indicated 13,480 gallons of potable water use.

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

Mr. Gorden reported.

- Six (6) Alexander Palms were treated for black sooty mold.
- All flower bushes, except Firebush, were fertilized.
- SLS will determine on February 21st, if the stump by the fence at Rattlesnake Hammock Road and Doral Circle can be removed.

Summer Entryway Planting

Saint Andrews Front Entrance and Doral Circle

The Committee discussed the recommendation from Superb Landscape Services to order the seasonal flowers for the Saint Andrews Blvd. entrance and Doral Circle based on McGee & Associates “*Summer Annual Plantings Concept Plans for Median #1 on St. Andrews Boulevard.*” SLS has the flower count from 2021. A formal proposal will be submitted at the March 2022 meeting and plant installation scheduled for April.

Vice-Chair Dammert motioned to authorize Superb Landscape Services, Inc., to order replacements for the existing flowers at the Saint Andrews entrance, in accordance with McGee & Associates Planting Concept Scheme A, modified, at a cost Not-to-Exceed \$5,000.00. Second by Ms. Lowry. Carried unanimously 5 - 0.

Mr. Schumacher will request quotes for:

- Perennial Peanut planting on Median #18.
- Stump removal and Podocarpus shrubs planting to fill in the Rattlesnake Hammock Road and Doral Circle fence gap.
- Seasonal flower planting 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 February 17, 2022

- 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
 - McShea Contracting – Paver Crosswalks
 - Forestry Resources – Order for ten (10) palettes of mulch will be reflected in the January budget
 - Howard Fertilizer – FY 22 fertilization
 - Lykins-Signtek – Street Signs
 - Premier Staffing – Transcription Services: FY 21 Purchase Order closed out.
 - Site One Landscape Supply – Irrigation Parts & Pumps
 - Superb Landscaping Services – Grounds & Irrigation Maintenance
 - Whited Holiday Décor – Holiday Decorations – FY 21 Purchase Order closed out.

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- Operating Expense, Line 33, is budgeted at \$293,309.92; with current Commitments of \$208,450.50, Expenditures of \$40,188.53, and a Budget Remainder (unspent operating funds) of \$44,670.89.
- Capital Outlay, Line 35: the balance of \$133,705.00 reflects a reduction of \$49,495.00 from the original budget due to a funds transfer to Operating Expense to finance *Paver Crosswalks*. Remaining balance is available to fund special projects such as the *Entryway Monument Refurbishment Project*.
- 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.
- 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 tax bill, currently 2.0 mills.
- Reserves, Line 40, budgeted at \$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 \$208,450.50, Expenditures of \$47,999.94, and a Budget Remainder (total unspent funds) of \$385,964.48. The Budget amount of \$642,414.92 does not change during the fiscal year.

Mr. Schumacher will reformat the Budget Report to enhance readability.

Fiscal Year 2023 Adopted Budget

A preliminary FY-23 budget, effective October 1, 2022, with a millage rate consistent with FY-22 will be presented for member review at the March 2022 meeting.

- The millage rate is evaluated annually with consideration of Capital Reserves necessary for future expenses.

Asset Inventory Review & Cost Estimates

The Capital Maintenance Plan FY-21 identifies community assets and defines financial requirements to maintain the inventory. The following was noted:

- Asset Management Principles *Establish Inventory with Determined Quantities Target Dates for Install and Replacement* and *Prepare Schedules for Repair/Replacement with Cost*.
- Asset responsibility verification and maintenance includes, but is not limited to, landscaping, irrigation, access lighting, and monument signs.
- Staff is updating the *Asset Inventory* replacement cost projection estimates.

B. Lighting Inspection Report

- Red entries indicate current lamp outages, gray for outages repaired from previous report.
- No light outages listed in the February 9, 2022, report.

C. Traffic Calming

Chair Branco distributed literature for a Traffic Logix, recycled rubber, **Speed Table** product. The flat top design is designed to slow vehicles to 20-25 mph.

He noted the product application is easier to install and potentially less expensive and quieter than asphalt or paver Speed Tables.

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A “test” Speed Table installation could be effective in collecting data and determine if the application reduces vehicular speed.

Installation of Speed Tables would require approval by Traffic Operations Division, residents, and the HOA. It was agreed by the committee members and HOA president that the HOA would be the appropriate entity to coordinate the approval process with the residents and the Traffic Operations Division.

Mr. Schumacher will contact the Speed Table supplier to verify if the Florida Department of Transportation (FDOT) has approved the product.

Traffic Calming will be listed under Ongoing Business in future Agendas.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

Mr. Schumacher reported a final solicitation, inclusive of Engineering, Construction and Graphics, and open to all interested contractors was distributed.

Six (6) County vendors received a separate invitation to an “on site” visit, a requirement specified in McGee & Associates documents. One contractor, Capital Contractors, accepted the invitation.

All bidders acknowledged receipt of the package. Bids are due February 25, 2022.

The Committee will be updated on the Cost Proposals at the March 2022 meeting.

B. Crosswalks – Paver Style

A Purchase Order in the amount of \$49,495.00 was issued to McShea Contracting for installation of eight (8) Paver-Style Crosswalks of Endurablend™ Polymer Cement with twelve inch (12”) solid white Thermoplastic Border, to match the crosswalks installed at St. Andrews & Pebble Beach Blvd.

Color samples of prepared Endurablend™ will be provided for evaluation. Materials will be ordered as soon as the color is identified.

McShea Contracting is responsible for obtaining the Right of Way (ROW) permit and work will commence upon receipt of the permit and materials.

C. Lumec LED Retrofit Lamps

Eight (8) LED Lumec retrofit lamps are in stock. The Committee suggested replacement of some older bulbs from this inventory. Mr. Schumacher will evaluate the condition of remaining original lamps to prioritize replacements.

Hart’s Electrical installed the repaired light pole #19 on Pebble Beach Blvd.

IX. New Business

None

X. Committee Member Comments

None

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XI. Public Comment

Ms. McGarity, President, Lely Homeowners Association, reported she is preparing a petition for homeowner signatures to initiate the required traffic study and resident agreement for installation of speed bumps.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:31 PM.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

These Minutes were approved by the Committee on 3/17, 2022 as presented or as amended .

NEXT MEETING:

MARCH 17, 2022 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542

MEETING ATTENDANCE

LELY M.S.T.U. ADVISORY COMMITTEE

Date: **MARCH 17, 2022**

NAME

POSITION

SIGNATURE

COMMITTEE MEMBERS

Tony Branco

Chair

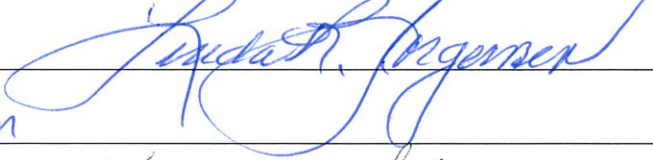


Kathleen Dammert

Vice Chair



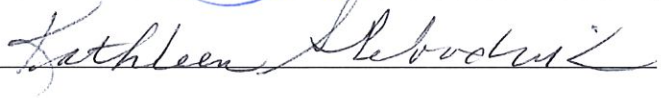
Linda Rae Jorgensen



Jacalyn Lowry

zoom

Kathleen Slebodnik



COUNTY STAFF

Michelle Arnold

Director - PTNE

Dan Schumacher

MSTU - Project Manager



Harry Sells

MSTU - Project Manager

Rosio Garcia

Operations Coordinator



CONTRACTORS

Michael McGee

McGee & Associates (Landscape Architect)



Robert Kindelan

Superb (Landscaping)

Gary Gorden

Superb (Landscaping)

Wendy Warren

Premier Staffing (Transcription)

PUBLIC

