



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

May 19, 2022

I. Call to Order

The meeting was called to order at 2:01 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, Resident

III. Approval of Agenda

Ms. Lowery moved to approve the May 19, 2022, Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: VIII Ongoing Business - D. Pending Items.

Second by Ms. Jorgensen. Carried unanimously 5 - 0.

IV. Approval of Minutes – April 21, 2022

Ms. Dammert moved to approve the minutes of the April 21, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Slebodnik. Carried unanimously 5 - 0.

V. Chairman's Report – Tony Branco

A. Community Assessment

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

- Entryway seasonal plants and sod are doing well.
- State & Local Flags are due for replacement.
- Fallen palm fronds in medians need to be removed.
- St. Andrews Blvd. medians north of Four Fountains Condominiums and Forest Hills Blvd. medians require maintenance.
- Valley Stream Circle needs mulching.
- Crown of Thorns in Doral Circle median are deteriorating.

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 April 17, 2022, to May 17, 2022.

- Radar 1 (110 St Andrews Blvd) recorded 58,391 vehicles averaging 1,883 vehicles per day. Maximum speed was fifty-five (55) mph.

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- Radar 2 (255 Saint Andrews Blvd) recorded 60,142 vehicles for an average of 1,940 per day. Maximum speed was sixty-five (65) 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 May 5, 2022.

General: *Recommend pruning of all Royal and Sabal Palms in June prior to the storm season.*

Saint Andrews Blvd.

Median #3

- Plumbago shrubs, pruned and treated for insect activity, have improved.

Median #4

- Mr. Gorden reported twenty-five (25) one (1) gallon Perennial Peanut “Golden Glory” were planted.

Forest Hills Cart Crossing & Lake

- Mr. Gorden, SLS, reported Sand Cordgrass was cut back to a height of six (6) inches, damaged foliage removed and retreated for active insets.
- Mulch the base of three (3) Royal Palms and three (3) Mahogany trees in turf areas.

Pebble Beach Boulevard

Median #19

- South end: Remove Juniper and plant sixty-two (62) one (1) gallon Perennial Peanut “Golden Glory.”
- Fill in twenty (20) one (1) gallon “Golden Glory” Perennial Peanut in bare areas.

West ROW and Rattlesnake Hammock Road

- Crown of Thorns in medians have “die back.” Examination showed no evidence of insect activity or snails. Recommend heavy cut back to remove dead foliage.
- Stump at the Foxtail Palm removal locations is too wide to be removed. A landscape plan will be created pending identification of utility locations.

Water Usage – April 2022

- Warren Street Reuse water used 162,690 gallons; no Potable water was used.
- Valley Stream’s meter indicated 12,180 gallons of Potable water used.

Mulch

Mr. Schumacher will order ten (10) pallets of *Specialty Red Mulch* from Forestry Resources for delivery to Superb Landscape’s facility.

Mulch will be applied to Valley Stream Circle, Median #13, Forest Hill Cart Crossing roadside beds and bare areas as needed in community.

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

Mr. Gorden reported:

- Mr. Kindelan, SLS, will notify Staff of scheduled date to prune Royal and Sabal Palms in accordance with McGee & Associates recommendation.
- Maintenance on St. Andrews and Forest Hills Boulevards will be complete week ending May 28th.
- Plantings will be retreated for insect activity, as necessary.
- Fertilizer formula specified by McGee & Associates will be applied to two (2) Foxtail Palms and one (1) Royal Palm.
- *Summit Broadband* is the only utility remaining to locate their infrastructure which will enable the MSTU to proceed with landscaping in the West Right of Way of Doral Circle and Rattlesnake Hammock Road where one Foxtail Palm was removed. *Sunshine 811* will be contacted to request “locates” service be expedited for *Summit Broadband*.

VII. Project Manager’s Report – Dan Schumacher

A. Budget Report & Capital Asset Plan

Lely MSTU Fund Budget 152 dated May 19, 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.
- Red indicates a Purchase Order is closed and the money expended.
- Operating Expense, Line 33, budgeted at \$276,309.92; with current Commitments of \$165,574.00, Expenditures of \$84,989.03, and a Budget Remainder (unspent operating funds) of \$25,746.89.
- Capital Outlay, Line 35, budgeted at \$150,705.00, with 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 \$315,324.00, Expenditures of \$148,507.37, and a Budget Remainder (total unspent funds) of \$178,583.55. The Budget amount of \$642,414.92 does not change during the fiscal year.

B. FY-23 Budget - Proforma

Fiscal Year 2023

A preliminary FY-23 Budget Proforma, effective October 1, 2022, with a millage rate consistent with FY-22 was presented for informational purposes.

- Total Estimated Revenue is \$651,600.00, including Ad Valorem Tax revenue, Investment Interest, and estimated Transfers and Contributions in the amount of \$341,400.00, a carry-over of unexpended FY-22 funds, (minus a 5% reserve).
- Capital Outlay, reserved for special projects, is \$154,600.00, an increase of 3% over the FY-22 forecast.
- Reserves for insurance are budgeted at \$150,000.00, consistent with FY-22.
- Transfer to Fund 111 in the amount of \$58,800.00, an increase of 7.5% over FY-22, is for MSTU Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Operating Expense, projected at \$269,600.00, represents a 16.66% increase over the FY-22.

Landscape Maintenance – Multi-Year Contract

- Superb Landscaping Services contract expires in February 2023.
- An *Invitation to Bid (ITB)* Landscaping Contract request will be posted and, in accordance with County practice, awarded to the lowest qualified bidder.

Mr. Schumacher will report the results of the solicitation in FY-23 for Committee consideration.

C. Lighting Inspection Report

- Red entries indicate current lamp outages, gray for outages repaired from previous report.
- Two (2) light outages were listed in the May 9, 2022, report.
- The Committee suggested Hart's Electrical replace two (2) additional lights, a total of four (4) lamps, leaving an in inventory of four (4) Lumec retrofit lights for future outages.

Mr. Schumacher and Chair Branco will tour the community to identify older lamps for future LED replacement.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

NR Contractors, Inc. was the low bidder, inclusive of Engineering, Construction, Sign Graphics, and Permitting for the Entryway Monument Signs Renovation.

- A Purchase Order and Notice to Proceed (NTP) have been issued.
- Renderings of typical front elevations of the monument were included in the meeting packet for design review.

The Committee discussed:

- Various color combinations of dark green and tan: (Sherwin-Williams)

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- Roycroft Bottle Green
- Roycroft Bottle Green & faux marble finish
- Tatami Tan
- Ivoire
- Natural Tan (Alternate)
- Various combinations of dark green and tan for the background, outer frame, and added cap & profile.
- Capability to achieve dark green colored concrete by tinting versus painting dark green.
- Time frame available to finalize design decision for the contractor.

Mr. Schumacher will:

- Direct SLS to power wash the monument base stone prior to the public meeting.
- Inquire how the contractor can produce dark green concrete, by tinting or paint.
- Verify availability of the colors discussed per the names shown.

A Public Meeting to review the design options for the Lely Entry Monuments Renovation will be held on site May 27, 2022, at 9 A.M.

B. Crosswalks – Paver Style

McShea Contracting installed six (6) 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.

Valley Stream Lane/Circle

- Two (2) additional crosswalks, on hold pending a repaving project, are slated to be installed on both ends of Valley Stream Ln/Cir.
- Road Maintenance project management advised Staff of that the FY-22 paving schedule is under review, with possible postponement until FY-24.
- If the Public Utilities Renewal Program (PUR) moves forward, paving the roadway may be delayed until the project is completed.

Mr. Schumacher will confirm the schedule for repaving Valley Stream Ln/Cir and update the Committee at a future meeting. McShea Contracting is available to complete the crosswalk installation, ideally prior to the rainy season or afterwards, in the fall of 2022.

C. Traffic Calming

Ms. McGarity is securing petition signatures from homeowners to install speed bumps on the roadways.

The petition will be submitted to Mike Sawyer, Principal Planner, Traffic Planning. Traffic Logix data acquired by the MSTU will be included with the petitions.

D. Pending Items

Mr. Schumacher reported:

- A quote for a decorative base for the STOP/Street sign was received. Upon confirmation of specifications, one base will be ordered.

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IX. New Business

Vice Chair Dammert's and Ms. Lowry's Advisory Committee terms expire October 1, 2022. Consideration for Advisory Committee reappointment will be placed on the August 2022 Agenda.

X. Committee Member Comments

None

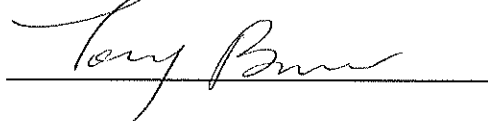
XI. Public Comment

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:32 P.M.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

These Minutes were approved by the Committee on June 16th, 2022 as presented or as amended .

NEXT MEETING:

JUNE 16, 2022 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542