



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

June 16, 2022

I. Call to Order

The meeting was called to order at 2:11 PM and a quorum of four was present.

II. Attendance

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

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. Jorgensen moved to approve the June 16, 2022, Agenda of the Lely Golf Estates Beautification M.S.T.U. as amended:

Add: VIII Ongoing Business - D. Pending Items.

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

IV. Approval of Minutes – May 19, 2022

Ms. Lowry moved to approve the minutes of the May 19, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Vice Chair Dammert. Carried unanimously 4 - 0.

V. Chairman's Report – Tony Branco

A. Community Assessment

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

- Entryway seasonal plantings and sod are in good condition.
- State & Local Flags were replaced.
- Removal of a palm tree with Ganoderma on the inbound side of St. Andrews Blvd. should be scheduled.
- Forest Hills and Pebble Beach Boulevards medians require maintenance.
- Valley Stream Circle plantings look good.
- Landscaping by the monument on the outbound side of the Pinehurst entrance requires pruning.
- An irrigation head on Doral Circle requires replacement.
- A Royal Palm tree on Doral Circle has Ganoderma. Responsibility for removal (MSTU or homeowner) will be addressed pending confirmation of boundary location.
- Palm stump removal in the west Right of Way of Doral Circle and Rattlesnake Hammock Road is pending "utility locate" service.

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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 May 14, 2022, to June 14, 2022.

- Radar 1 (110 St Andrews Blvd) recorded 51,339 vehicles averaging 1,604 vehicles per day. Maximum speed was fifty-one (51) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 52,120 vehicles for an average of 1,629 per day. Maximum speed was sixty-four (64) 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 June 2, 2022.

Mr. Schumacher reported Superb Landscape Services has scheduled pruning of all Royal and Sabal Palms, including the removal of any loose or remaining frond boots hanging onto the trunks, week ending June 25, 2022.

Saint Andrews Blvd.

Median #3

- Re-treat Alexander Palms for insect infestation.

Median #4

- Plant twenty-five (25) one (1) gallon "Golden Glory" Perennial Peanut. *Cost quote was provided.*

Forest Hills

Median #11

- Review Alexander Palms for insect activity and treat if necessary.

Valley Stream Circle

- Remove six (6) Juniper on the south end and plant sixty-two (62) "Golden Glory" Perennial Peanut" plants. *Cost quote was provided.*

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.

Thorncrest and Briarcliff Lanes

Cul-de-Sacs #20 & #21

- Recommend renovation during the rainy season due to significant decline in landscaping. Consider Bromeliads, mulched with rice rock. *McGee & Associates will submit a landscape design to Mr. Schumacher and a cost proposal will be solicited.*

West ROW and Rattlesnake Hammock Road

- Recommend fertilization of two (2) Fox Tail Palms, as specified in the summary report, due to nutrient deficiencies.
- Stump at the Foxtail Palm removal locations is too wide to be removed. Recommend excavation of stump, backfill with topsoil, and plant two (2) Podocarpus on each side to fill in the hedge.

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Water Usage – May 2022

- Warren Street Reuse water used 173,620 gallons; no Potable water was used.
- Valley Stream’s meter indicated 13,320 gallons of Potable water used.

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

Mr. Gorden reported:

- Maintenance on St. Andrews and Forest Hills Boulevards will be completed week ending June 25th.
- Plantings will be retreated for insect activity, as necessary.
- Fertilizer formula specified by McGee & Associates will be applied to two (2) Foxtail Palms.
- Trimming of Paroutis Palms at the front entrance will be verified.
- *Summit Broadband* is scheduled to place “locates” Thursday, June 16th in the West Right of Way of Doral Circle and Rattlesnake Hammock Road where one (1) Foxtail Palm was removed. Landscaping will be installed when contractor is given clearance.
- The maintenance crew replaced the broken irrigation head on Doral.

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. *Closed.*
- Red indicates a Purchase Order is closed and the money expended.
- Operating Expense, Line 33, budgeted at \$276,309.92; with current Commitments of \$142,201.89, Expenditures of \$108,355.16, and a Budget Remainder (unspent operating funds) of \$25,752.87.
- Capital Outlay, Line 35, budgeted at \$150,705.00, has a current Commitment of 149,750.00 to fund the *Entryway Monument Refurbishment Project*, and a Budget remainder of \$955.00.

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- 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 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 \$291,951.89, Expenditures of \$171,873.50, and a Budget Remainder (total unspent funds) of \$178,589.53. The Budget amount of \$642,414.92 does not change during the fiscal year.

B. Lighting Inspection Report

- Red entries indicate current lamp outages, gray for outages repaired from previous report.
- Three (3) light outages were listed in the June 1, 2022, report.
- Three (3) additional lights displaying dim light emission will be replaced.
- Upon these replacements, two (2) Lumec retrofit lights remain in inventory. Staff will order eight (8) fixtures in preparation for future outages.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

1. May 27th Public Meeting at the Monument Wall

NR Contractors, Inc. received a Purchase Order (PO) and Notice-to-Proceed (NTP) on May 12, 2022 for renovation of the two monuments.

Agenda:

The meeting addressed the Advisory Committee's responsibility for color selection for paints and finishing materials for the Entryway Monuments in accordance with McGee & Associates renovation design plans. Colors were selected and motioned upon by the Committee.

- Existing stone was cleaned in preparation for color selection.
- Colors were selected and motioned on.
- The Outer Band dimension (frame) was reduced from 3.875" to approximately 2.625'.
- The contractor is researching a 'like-for-like' replacement of the sign lettering, versus refurbishing the existing.

a. Minutes & Motion

Ms. Lowry motioned to approve the minutes of the May 27, 2022, public meeting of the Lely Golf Estates Beautification M.S.T.U. as amended:

Page 1, Item V. Ongoing Business, A. 3: Color Selection, bullet 2.; from "... Tatami Tan, 6116 (for the added architectural cap) ...," to ... Tatami Tan, 6116 (for the added architectural cap and copy border...)."

Second by Ms. Jorgensen. Carried unanimously 4 – 0.

2. Current Status

The permit application has been submitted. NR Contractors has contacted Diana Compagnone, Plans Reviewer, to address information requested to process the permit.

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3. Renovation Plan Acceptance Letter

A notarized letter from Chair Branco for recording with the permit file, confirming the Lely Golf Estates Beautification MSTU Advisory Committee's unanimous decision to proceed with the renovation of the Lely Entryway Monuments, was presented for Committee consideration. The date of the letter will be amended.

Ms. Lowry motioned to approve the letter, as amended, authored by Chair Branco to proceed with the renovation of the Lely Entryway Monuments. Second by Ms. Jorgensen. Carried unanimously 4 – 0.

B. Crosswalks - Paver Style

McShea Contracting installed six (6) of eight (8) 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

The Road Maintenance Division confirmed that the two (2) remaining crosswalks, previously on hold pending a PUD repaving project, can be installed on both ends of Valley Stream Ln/Cir.

McShea Contracting will complete the crosswalk installation during dry weather.

C. Traffic Calming

Ms. McGarity reported on the status of petition signatures required to install speed bumps on the roadways:

- St. Andrews Blvd. - Seven (7) signatures from homeowners remain.
- Forest Hills Blvd. – The petition is complete.

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

- Insurance Claim: Pebble Beach Blvd. light pole.
 - Status of the claim will be updated with the Risk Management Division.
- Two (2) clam shell style decorative bases for the STOP/Street signs were ordered from National Traffic Signs at a cost of \$214.00 each.
- Review the annual schedule for palm tree trimming.

IX. New Business

None

X. Committee Member Comments

None

XI. Public Comment

Mr. Schumacher will investigate the instability of a sign at Forest Hills Golf Cart Crossing as reported by Ms. McGarity. Sign will be secured or, if not possible, added as an Agenda item for the July meeting.

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XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:20 P.M.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

These Minutes were approved by the Committee on July 21st, 2022 as presented or as amended .

NEXT MEETING:

JULY 21, 2022 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542