



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

Minutes
January 19, 2023

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;
Anita Ashton, Linda Jorgensen, Kathleen Slebodnik

County: Michelle Arnold, PTNE Director (ZOOM); Dan Schumacher, Project Manager;
Rosio Garcia, Operations Coordinator

Others: Mike McGee, Landscape Architect, McGee & Associates; Gary Gorden, Superb Landscape Services; Wendy Warren, Premier Staffing; Dimitra Arneson, Resident; Pat McCabe, Resident; Lisa McGarity, Resident

III. Approval of Agenda

Vice Chair Dammert moved to approve the Agenda of the Lely Golf Estates Beautification M.S.T.U. Second by Ms. Slebodnik. Carried unanimously 5 - 0.

IV. Approval of Minutes – December 15, 2022

Vice Chair Dammert moved to approve the minutes of the December 15, 2022, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Ashton. 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 front entrance landscaping is in satisfactory condition, seasonal plantings look good.
- Holiday decorations were removed.
- Resolution of the size variance between the American versus State and County flags at the front entrance is pending.
Mr. Schumacher reported the American Flag size ordered was four (4) feet by six (6) feet. The County and State flag sizes are three (3) feet by five (5) feet.
- St. Andrews and Forest Hills Boulevard medians landscaping is trimmed.
- Landscaping at the Pinehurst monument requires trimming.
- Ganoderma was observed on some Fox Tail Palms.
- Clean-up of the Doral Circle median landscaping is an improvement.
- Select trees were re-staked with a Duckbill 68 Earth Anchors.
- Tree limbs extending over the Podocarpus hedge along the fence on Rattlesnake Hammock Road need to be pruned back. *SLS will provide a quote and perform the work.*
- **Mr. Schumacher** is investigating the entity responsible for the repair or removal of the damaged slats on the Rattlesnake Hammock Rd. fence and will recommend a plan of action.

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- The Public Utilities Renewal (PUR) Program has been initiated by the County creating disruption in the community.
- The program consists of a series of projects to repair and replace aging potable water, wastewater, and stormwater infrastructure to ensure continued high quality and reliable utility services.

The Committee discussed:

- Geraniums at the front entrance are smaller than previous years specimens.
- Flower color is good, and plants are healthy.
- A slow-release fertilizer was applied at the time of installation.
- A liquid fertilizer will be applied, and irrigation will be increased.
- Nursery alternatives should be researched for future installations.

St. Andrews Blvd. Streetlight Outage

Chair Branco reported streetlight outages on various medians in the community to Florida Power & Light (FPL). A confirmation was received, together with a street map to identify the location of the outages, provided by the utility company.

Mr. Schumacher will follow up with FPL to highlight the issue.

B. St Andrews Blvd. Speeds and Traffic Counts

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 December 17, 2022, to January 17, 2023.

- Radar 1 (110 St Andrews Blvd) recorded 59,650 vehicles averaging 1,864 vehicles per day. The maximum speed was fifty-five (55) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 64,877 vehicles for an average of 2,027 per day. The maximum speed was seventy-one (71) mph.

VI. Contractor Reports

A. Landscape Architect's Report – McGee & Associates (M&A)

Mr. McGee summarized the “*Lely Golf Estates Landscape Observation Report FY22-23*” dated January 5, 2023.

All Locations

- “A strike through” indicates jobs are complete and will be removed from next month’s report.
- Eighty-four (84) wind damaged Plumbago shrubs need to be replaced. The count does not include Median #3 on St. Andrews Boulevard.
SLS will submit a cost quote for the replacement of the Plumbago’s.

Saint Andrews Blvd.

Medians #1 and #2

- Treat turf areas for sedge and broadleaf weeds.

Median #3

- Address 105: Remove Plumbago shrubs, fill in low area created by removal of a Washingtonia Palm and stabilize. Replant area with a single row of fourteen (14) yellow African Iris.

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Median #6

- Address 228: Remove the defoliated Plumbago shrubs and replant area with Yellow African Iris.
- Address 240: Three (3) Plumbago shrubs need to be replaced.

Median #8A

- Review Podocarpus shrubs for irrigation coverage and fertilization.

Valley Stream Circle

Median #13

- Replace six (6) Plumbago shrubs.
- The purple Trumpet tree needs to be replaced. *SLS confirmed the tree was ordered.*

Pebble Beach Boulevard

Medians #15, 16 and 17

- Addresses 40,132 and 116: Replace Plumbago shrubs.

Baltusrol Signs

- Remove all Plumbago shrubs on the outbound side and replant.
- Replant thirty-one (31) Perennial Peanut, Golden Glory, on inbound side.

West ROW and Rattlesnake Hammock Road

The Podocarpus hedge was severely pruned to remove debris and repair the fence. The area needs to be cleaned up and the following action is recommended:

- Remove damaged fence and debris from the swale area behind the hedge.
- Notify adjacent property owners the County intends to prune back and/or remove all tree canopies over the Right of Way line and the hedge.

Median #23

- The twenty (20) missing Dwarf Red "Fireball" Crown of thorn need to be replaced. *SLS confirmed the shrubs were ordered.*

Water Usage

- Warren Street
 - December 2022 - 104,520 gallons; no potable water usage.
- Valley Stream
 - December 2022 - 13,930 gallons of potable water.

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

Mr. Gorden reported:

- Pinehurst Monument landscaping will be trimmed by January 21st.
- Turf will be treated for sedge grass and broadleaf weeds week ending January 28th. The blue dye designating sprayed areas will dissipate with the irrigation cycle.
- Bougainvilleas were treated for caterpillar activity with insecticide and liquid fertilizer applied.
- Liquid fertilizer and a pre-Emergent for insect control were applied to the Perennial Peanut.
- In accordance with the Notice-to-Proceed (NTP), plants were removed, and irrigation capped at the front entrance and exit in preparation for Monument Refurbishment construction.

VII. Project Manager's Report – Dan Schumacher

A. Budget Report

Lely MSTU Fund Budget 152 dated January 19, 2023

- The FY-23 Millage rate remains constant at 2.0000 mills.
- Current Ad Valorem Tax, Line 1, is \$360,700.00; an increase of 15.38% over FY-22.
- Transfers and Contributions, Line 12, are \$529,428.95; a carryover of unexpended FY-22 funds (minus 5%).
- Total Revenue, Line 12, is \$893,128.95, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors):
 - Hart's Electrical – Electrical Maintenance and LED fixtures.
 - Howard Fertilizer.
 - McGee & Associates – Landscape Architecture.
 - McShea Contracting – Paver Crosswalks.
 - The Lump Sum Contract, in the amount of \$49,750.00 has been paid.
 - NR Contractors Inc. – Entryway Monument Refurbishment.
 - The Lump Sum Contract will be paid when the job is completed satisfactorily.
 - Premier Staffing – Transcription Services.
 - Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscaping Services –
 - Incidentals for landscape refurbishment and miscellaneous.
 - Grounds Maintenance for regularly scheduled tasks and irrigation repairs.
- Operating Expense, Line 33, budgeted at \$333,378.95; with current Commitments of \$172,425.15 Expenditures of \$89,189.32, and a Budget Remainder (unspent operating funds) of \$85,057.96.
- Capital Outlay, Line 35, budgeted at \$338,950.00, has a current Commitment of 149,750.00 to fund the *Entryway Monument Refurbishment Project*.
- Transfer to Fund 111, Line 36, in the amount of \$58,800.00, is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
- Transfer to the Property Appraiser, Line 37, in the amount of \$3,100.00, is for computation of MSTU Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 38, in the amount of \$8,900.00, is for collection of MSTU millage as part of the annual tax bill, currently 2.0000 mills.
- Reserves, Line 41, in the amount of \$150,000.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 42, lists FY-23 MSTU budgeted funds at \$893,128.95; with tabulated Commitments of \$322,175.15, Expenditures of \$97,638.65, and a Budget Remainder (total unspent funds) of \$486,608.63. The Budget amount of \$893,128.95 does not change during the fiscal year.

Noted:

- A Purchase Order was issued to Graybar in the amount of \$7,293.48 for twelve (12) Lumec lamps. The dollar amount is recorded on Line 25 in the budget.
- National Traffic Signs expenditure in the amount of \$428.00, Line 32, is for two decorative traffic sign poles bases.
- Fund 152 is exclusive to the Lely MSTU and cannot be utilized by outside entities.

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- FY-23 millage rate of 2.000 accumulates funds for maintenance of community assets as identified in the Capital Asset Management Plan, updated annually, and special projects.
- If necessary, a budget amendment to meet Operating Expense requirements, consistent with the MSTU ordinance, can be requested upon a motion by the Advisory Committee and executed upon approval by the Board of County Commissioners (BCC).

Grounds Maintenance – Multi-Year Contract

- The current contract with Superb Landscaping Services (SLS) expires in February 2023.
- The contract has been extended for six (6) months to ensure continuity of service.
- An *Invitation to Bid (ITB)* for a new Grounds Maintenance contract for the Lely Golf Estates MSTU will be posted in the calendar year 2023 to be awarded to the lowest qualified bidder at the end of SLS's contract extension.
- The contract is subject to approval by the Board of County Commissioners (BCC).

B. Lighting Inspection Report – Outages & Inspection

- Red entries indicate current lamp outages, gray for outages repaired from the previous report, and purple for Metal Halide lamp replacements.
- Three outages were identified in Superb Landscape Services report dated January 4, 2023.
- Twelve (12) LED fixtures at a cost of \$7,293.48 were ordered from Graybar. Estimated delivery date is March 1, 2023.
 - The twelve (12) Lumec LED fixtures would retrofit the ten (10) remaining Metal Halide lamps, and stock two (2) fixtures for future outages.
- Hart's Electrical investigated an outage of six (6) lamps on Pebble Beach Boulevard.
 - Hart's reported a rodent chewed a wire on pole #16; causing the resulting outage.
 - Staff provided the findings to SLS and requested a remedy to prevent rodent access.
 - Other poles will be to be examined for the existence of gaps.

C. Sign Monument Easements

The County's Real Property Management Division confirmed the easements for the Entryway Monuments were transferred to the M.S.T.U. (County) in the 1990's.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment

NR Contractors, Inc. is under contract to refurbish the two (2) Lely Golf Estates community entryway sign monuments at the intersection of St Andrews Blvd & US-41, authorized under county Permit # PRSG2022052294201.

On January 5, 2023, a construction kickoff meeting was held in the PTNE conference room; attended by Ray & Christina Muslimani of NR, Tony Branco, Chair of the MSTU, Mike McGee of McGee & Associates, and Dan Schumacher, MSTU Project Manager.

Noted:

- Drawings and specifications were reviewed in detail.
- Monument construction will commence on the entry side in early 2023.
- The back wall and pre-cast components will be constructed first.
- Various options to refurbish the lettering are being researched.
- A project update will be presented at the February meeting.

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B. Crosswalks - Paver Style

The final two (2) of eight (8) total Paver-Style Crosswalks have been installed. The project is now complete, and the final payment has been issued to McShea Contracting.

C. Traffic Calming

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

- St. Andrews Blvd. - Five (5) signatures from homeowners remain to be obtained.
- Forest Hills Blvd. – The petition is complete.

The petition will be submitted to Mike Sawyer, Principal Planner, Traffic Planning. Traffic Logix and data acquired by the M.S.T.U. will be included with the petitions.

D. Pending Items

Mr. Schumacher will order “Specialty Red” mulch upon receipt of an updated quote from Forestry Resources.

IX. New Business

A. Holiday Decorations

While generally a successful seasonal installation, some Committee members reported a partial lighting outage on one of the St Andrews entryway monuments.

B. Traffic Signage Damage

Mr. Schumacher reported:

- Twenty-seven (27) signs damaged by Hurricane Ian require various levels of repair.
- Lykins has submitted a pricing list specifying various levels of repairs for the signs.
- Given the anticipated level of expenditure, multiple quotes will be required to award the work.

The Committee noted:

- Following Hurricane Irma, due to the limited financial resources of the HOA, the MSTU accepted responsibility for the Hurricane Irma related traffic/street sign repairs and replacements.
- General and ongoing maintenance responsibility for community traffic signage, Civic Assn. and/or MSTU, must be determined and formalized.
- A decision on repairs to signs due to the damage caused by Hurricane Ian will be delayed until an agreement on the funding responsibility is reached.

X. Committee Member Comments

None.

XI. Public Comments

Pat McCabe noted:

- Trimming of the Podocarpus hedge at the intersection of Doral Circle and Rattlesnake Hammock Road improved the line-of-sight visibility.
- Some metal halide streetlamps are dimmer than others.

Staff will evaluate the light quality of Metal Halide lamps for replacement.

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XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:05 P.M.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

These Minutes were approved by the Committee on 2/16, 2023 as presented or as amended .

NEXT MEETING:

FEBRUARY 16, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542