



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

March 16, 2023

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; 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; Lisa McGarity, Resident; Pat McCabe, 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. Ashton. Carried unanimously 5 - 0.

IV. Approval of Minutes – February 16, 2023

Ms. Ashton moved to approve the minutes of the February 16, 2023, Lely Golf Estates Beautification M.S.T.U. Second by Vice Chair 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 front entrance monument renovation project is underway.
- The front entrance landscaping is in satisfactory condition, seasonal flowers display good color, and palms were trimmed.
- Pebble Beach and Forest Hills Boulevards medians look good as did Valley Stream Circle.
- Landscaping at the Pinehurst monument was trimmed.
- The missing geraniums planted on the Doral Circle median will be replanted.

Decayed Wooden Fence along Rattlesnake Hammock Road

Ms. McGarity reported:

- The homeowners at 107 and 109 Willow Creek Lane were notified to remove damaged fence slats. Removal of debris is complete at 107. Fencing debris at 109 will be removed by March 16th.
- The Road Maintenance Division were contacted to remove Brazilian Pepper plants behind 107 Willow Creek Lane. Work to be completed by March 20, 2023.

B. St Andrews Blvd. Speeds and Traffic Count

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 February 14, 2023, to March 14, 2023.

- Radar 1 (110 St Andrews Blvd) recorded 62,205 vehicles averaging 2,145 vehicles per day. The maximum speed was fifty-two (52) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 68,219 vehicles for an average of 2,352 per day. The maximum speed was sixty-one (61) 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 February 2, 2023.

All locations

Recommend 0-0-22 Sul-Po-Mag (SPM) fertilizer application to all Perennial Peanut beds in April.

Saint Andrews Blvd.

Median #3

- Address 105: Remove Plumbago shrubs, fill in low area with clean topsoil. Replant area with a single row of fourteen (14) yellow African Iris. *Staff is securing a quote.*

Median #4

- Monitor Fox Tail Palms for Ganoderma fungus.

Median #5

- Apply fertilizer to Foxtail palms as specified in the summary report. Tecmangam, a magnesium sulphate product, was recommended by Mr. McGee.

Median #6

- Address 228: Remove Plumbago shrubs. Replant area with a single row of fourteen (14) yellow African Iris.

Valley Stream Circle

Median #13

- Replace one (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.

Thorncrest and Briarcliff Lanes

Cul-de-sacs #20 and #21

- Recommend renovation of the cul-de-sacs during the rainy season.
- Remove dead plants and apply a light layer of mulch.

Baltusrol Signs

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

MINUTES

Doral Circle

- Pull mulch away from base of Iris plants.
- Remove dead Foxtail Palm west of Doral Circle.

Median #23

- Recommend replacement of missing Geraniums and five (5) to six (6) Alyssum annuals.
- Twenty missing Dwarf Red “Fireball” Crown-of-thorn need to be replaced.

Plantings are “on hold” pending Committee review of potential renovation.

Water Usage

- Warren Street
 - February 2023 - 92,865 gallons; no potable water usage.
- Valley Stream
 - February 2023 - 11,780 gallons of potable water.

Committee Discussion:

Gateway Entry Monuments

- The monument entry landscaping should be renovated to complement the refurbished monuments. Discussions continued regarding plant choices that are both aesthetically pleasing and environmentally appropriate for the community.

McGee & Associates will create a design for presentation to the Committee at a future meeting.

Doral Circle Landscape Renovation

- The area is approximately one hundred (100) feet long by fifteen (15) feet wide.
- The sign is twenty-two feet long; a low, dark green shrub to cover the lower sign base is recommended.
- Palms may be replanted in the median, which would entail the existing soil be excavated to approximately 3ft depth and new soil filled to remediate Ganoderma contamination.
- Bougainvillea shrubs and Crown-of-thorns would not be replaced.
- Florida friendly plants will be considered if appropriate for the location.
- The irrigation system will be evaluated.

Ms. McCabe, noting residents do not like the Crown-of-thorns, plans to submit plant material ideas to Mr. Schumacher.

Upon receipt of plant suggestions from the public, McGee & Associates will propose a design layout for renovation of the median to the Committee at a future meeting.

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

Mr. Gorden reported:

- Six (6) pallets of “specialty red” mulch was applied to medians.
- A preventative treatment for Thrips (a granular insecticide) will be applied to the soil around the Plumbago shrubs on Monday March 20, 2023.
- Items suggested in McGee & Associates Summary Report were addressed.
- A “hard” cut back of plant material is scheduled for April.

Mr. Schumacher will direct Superb to proceed with replacement of Plumbago plants.

VII. Project Manager’s Report – Dan Schumacher

A. Budget Report

Lely MSTU Fund Budget 152 dated March 16, 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 13, is \$893,128.95, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors):
 - Graybar – Lumec LED Retro Fixtures.
 - 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 34, budgeted at \$333,378.95; with current Commitments of \$134,468.27 Expenditures of \$117,835.61, and a Budget Remainder (unspent operating funds) of \$81,075.07.
- Capital Outlay, Line 36, 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 38, 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 39, 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 42, in the amount of \$150,000.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 43, lists FY-23 MSTU budgeted funds at \$893,128.95; with tabulated Commitments of \$284,218.27, Expenditures of \$185,491.86, and a Budget Remainder (total unspent funds) of \$423,418.82. The Budget amount of \$893,128.95 does not change during the fiscal year.

Noted:

- Fund 152 is exclusive to the Lely MSTU and cannot be utilized by outside entities.
- 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.

MINUTES

- 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).
- The FY-24 Budget process will be initiated in late March 2023.

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.
- One (1) outage was identified in Superb Landscape Services report dated March 6, 2023.
- The twelve (12) LED fixtures at a cost of \$7,293.48, ordered from Graybar, were received.
- The Lumec fixtures will retrofit the ten (10) remaining Metal Halide lamps, repair the light outage and stock one (1) fixture in inventory.

Chair Branco recommended that the single outage be coupled with an LED retrofit service call.

Mr. Schumacher will direct Hart's Electrical to proceed with Lumec retrofit replacements.

C. MSTU Bylaws – February 2023

A copy of the updated and committee approved MSTU Bylaws was included in the meeting Agenda packet for general distribution.

D. St. Andrews US Flag

Mr. Schumacher noted the four (4) foot by six (6) foot American Flag appeared too large when mounted and recommended the three (3) foot by five (5) foot flag continue to be displayed.

E. Mulch and Tree Trimming Rattlesnake Road

Mulch

Six (6) pallets of “Specialty Red” mulch were applied to remaining locations.

Tree Trimming Rattlesnake Hammock Road

The Davey Tree Expert Company submitted estimate #200308-16078797763, dated March 14, 2023, in the amount of \$2,400.00 to prune the trees encroaching into the Right of Way (ROW), overhanging the fence hedgerow sections behind the five (5) houses between Rattlesnake Hammock Road and Willow Creek Lane and remove all debris. Maintenance of Traffic (MOT) for temporary traffic control is not required. The work will commence approximately two (2) weeks after issuance of a Purchase Order (PO).

Ms. Ashton motioned to approve The Davey Tree Expert Company proposal, #200308-16078797763, dated March 14, 2023, in the amount of \$2,400.00 to prune the trees encroaching into the Right of Way (ROW), overhanging the fence hedgerow sections behind the five (5) houses between Rattlesnake Hammock Road and Willow Creek Lane and remove all debris. Second by Vice Chair Dammert. Carried unanimously 5 – 0.

F. Public Utilities Renewal Project (PUR)

Mr. Schumacher distributed a summary document outlining the project boundaries. He noted:

- The PUR project was approved by the Board of County Commissioners (BCC) on January 11, 2022, has been initiated by the County.
- Johnson Engineering is the lead firm for the Design phase.

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- Construction will be a sequenced program of replacement and improvement of the existing potable water, wastewater, and stormwater utilities. Additional sidewalks are not currently included in the design.
- Field investigation activities are expected to take ten (10) months to complete.
- All disturbed areas will be restored to pre-existing construction conditions.
- Through traffic will be maintained in the community throughout construction.
- Methods to contact the County for updates on the status of the project include:
 - Website: Lely PUR – Lely PUR (<https://lelypur.com>)
 - Hotline: 239-272-0065
 - Email: info@lelypur.com

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.

- The concrete arch was added to both monuments and the entry side monument back wall has been replaced.
- Precast cap stone samples were approved, and manufacture commenced the week of March 13th.
- Installation of the cap stones by the contractor is expected the week of March 20th.
- Logo & Lettering samples are under review.
- A rendering of the monument renovation will be posted on the MSTU web site.

B. Traffic Signage Damage Repairs

Donation of Decorative Traffic Signs to the MSTU

- Twenty-seven (27) signs damaged by Hurricane Ian need various levels of repair.
- Transfer of ownership of all decorative signs by the Homeowners Association (HOA) to the MSTU is required for MSTU-funded repairs to commence.
- MSTU staff has consulted with the County Attorney's Office on a process for the Lely Civic Assn. to transfer assets and maintenance responsibilities for the LGE traffic signs to the MSTU.
- The Board of County Commissioners (BCC) must approve the ownership transfer.
- Repairs are "on hold" pending resolution of issues with the recently amended Lely Civic Association documents.

HOA Documents

- **Ms. McGarity** reported Homeowner Association (HOA) amended documents, with language eliminating the HOA's easement around the signs, will be distributed for the April 2023 association meeting to enabling the MSTU to assume ownership and financial responsibility for the signs.
- Additionally, broader Civic Assn. claims of jurisdiction over assets and easements within LGE which also conflict with the MSTU or the County, will be amended/corrected in the HOA documents and adopted by the community.

C. Traffic Calming

The consensus of the Committee was to postpone installation of speed bumps until the Public Utilities Renewal (PUR) project is completed.

D. Pending Items

There are no pending items for discussion currently.

IX. New Business

None

X. Committee Member Comments

None.

XI. Public Comments

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:30 P.M.

**LELY GOLF ESTATES BEAUTIFICATION MSTU
ADVISORY COMMITTEE**



Tony Branco, Chairman

These Minutes were approved by the Committee on 4/20, 2023 as presented or as amended .

NEXT MEETING:

APRIL 20, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542