



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

April 20, 2023

I. Call to Order

The meeting was called to order at 2:07 PM and a quorum of four was present.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice Chair (Excused); Anita Ashton, Linda Jorgensen, Kathleen Slebodnik

County: Dan Schumacher, Project Manager; Rosio Garcia, Operations Coordinator

Others: Mike McGee, Landscape Architect, McGee & Associates; Gary Gorden, Superb Landscape Services; Wendy Warren, Premier Staffing; Andrea Geyer, Resident; Pat McCabe, Resident

III. Approval of Agenda

Ms. Jorgensen moved to approve the Agenda of the Lely Golf Estates Beautification M.S.T.U. Second by Ms. Ashton. Carried unanimously 4 - 0.

IV. Approval of Minutes – March 16, 2023

Ms. Slebodnik moved to approve the minutes of the March 16, 2023, Lely Golf Estates Beautification M.S.T.U. Second by Ms. Ashton. Carried unanimously 4 - 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 declining front entrance landscaping should be replaced with seasonal flowers.
- The second bench on the incoming side of St. Andrews Blvd. has mold and should be pressure washed.
- St. Andrews, Pebble Beach, and Forest Hills Boulevards medians are well trimmed as is Valley Stream Circle.
- Washingtonia Palms should be inspected to determine if removal is required due to their height and deteriorating condition.
- The Pinehurst Monument area needs mulch.
- Two vehicles drove onto the median and damaged landscaping on Pebble Beach Blvd. at addresses 164 and 175.

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 March 15, 2023, to April 15, 2023.

MINUTES

- Radar 1 (110 St Andrews Blvd) recorded 65,804 vehicles averaging 2,056 vehicles per day. The maximum speed was sixty-six (66) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 72,080 vehicles for an average of 2,253 per day. The maximum speed was seventy-two (72) mph.

Public Utilities Renewal Project (PUR)

- The PUR project was approved by the Board of County Commissioners (BCC) on January 11, 2022, and has been initiated by the County.
- Project design, construction drawings and bid solicitation process is estimated to be completed in one and one-half (1.5) years.
- A project update will be published in August 2023.
- A sinkhole on Pebble Beach Circle has been repaired.
- Ms. Slebodnik asked if irrigation quality (non-potable) water could be incorporated into the project for residential use. Members expressed interest and discussions ensued.

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 April 6, 2023.

All locations

Monitor Plumbago shrubs with multiple degrees of foliage loss for possible replacement.

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 and adjust irrigation so coverage is back from the curb. *Staff is securing a quote.*

Median #4

- Monitor Fox Tail Palms for Ganoderma fungus.

Median #5

- Apply specialty fertilizer to Foxtail palms - Magnesium Sulphate 0-0-0-16Mg.

Median #6

- Address 228: Remove Plumbago shrubs. Replant area with a single row of fourteen (13) yellow African Iris and apply fertilizer around the plants.

Median #9

- Remove deteriorating Washingtonia Palms and consider replacement with Alexander Palms
Mr. McGee will identify the number of Palms to be removed.

Forest Hills and Golf Cart Crossing

- Recommend replanting the area in front of the sign with twenty-nine (29) orange flowered Bulbine ‘Halmark’ plants.
- Treat Sand Cordgrass for insects and cutback to remove dead foliage.

MINUTES

Valley Stream Circle

Median #13

- The north Tabebuia tree with the duckbill staking system has had a cable cut from a hedge trimmer. Cable was repaired, recommend installation of PVC pipe over the cables from the ground to the turnbuckles to prevent future mishaps.
- Replace eight (8) Plumbago shrubs.
- The south purple Trumpet tree needs to be replaced.
Mr. McGee will recommend a size and specifications to enable Staff to secure a quote.

Pebble Beach Boulevard

Medians #15 and 17

- Addresses 40,132 and 116: Replace twenty-two (22) Plumbago shrubs.
- Golf Cart Crossing: Treat Spider Lily plants for leaf spot fungus and remove damaged foliage.

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 with orange flowered Bulbine 'Hallmark' plants.
- Replace five (5) Plumbagoes on inbound side.

Doral Circle East R/W

- Replace Tabebuia tree damage by the hurricane with a single trunk 'Golden Trumpet Tree'.

West R/W & Rattlesnake Hammock Rd

- Dirt debris on paver sidewalk due should be cleaned off.
- Remove severely declined first Foxtail Palm west of Doral Cir. Replacement not recommended due to canopy encroachment of bordering trees.
- Pull mulch away from Iris plant bases to prevent fungus.
- Replace five (5) white African Iris plants in front of the Podocarpus hedge.

Median #23

- Seasonal annuals will be planted.
- 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
 - March 2023 - 115,705 gallons; no potable water usage.
- Valley Stream
 - March 2023 - 11,790 gallons of potable water.

MINUTES

Mr. Schumacher will:

- Order twelve (12) bags of Specialty Red Mulch from Forestry Resources to mulch the Pinehurst Monument.
- Request a Quote (RFQ) to power wash entry way pavers, crosswalks, the St. Andrews Blvd. bench, and paver pad.
- Approve SLS's updated quote for plant materials and installation and request work commence week ending April 29, 2023.

Committee Discussion:

Gateway Entry Monuments

- The monument area landscape renovation project is a priority and mulch will be applied in the interim.
- The lighting will be evaluated and updated in the future.

McGee and Associates will create a design of plant choices that are both aesthetically pleasing and environmentally appropriate for the community for presentation to the Committee at the May 2023 meeting.

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

Mr. Gorden reported:

- The entry side of the Baltusrol Signs was mulched.
- A second treatment for weeds was applied.
- Stake flags for irrigation will be installed in the entryway monuments area.

VII. Project Manager's Report – Dan Schumacher

A. Budget Report

Lely MSTU Fund Budget 152 dated April 20, 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 \$49,495.00 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.

MINUTES

- Operating Expense, Line 33, budgeted at \$333,378.95; with current Commitments of \$110,534.83 Expenditures of \$139,440.07, and a Budget Remainder (unspent operating funds) of \$83,404.05.
- 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 \$260,284.83, Expenditures of \$207,957.51, and a Budget Remainder (total unspent funds) of \$424,886.61. 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.
- 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).
- Modifications to the Millage Rate must be approved 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.
- The April 5, 2023, report indicated no change to Superb Landscape Services March report.
- The twelve (12) Lumec fixtures in inventory will retrofit the ten (10) remaining Metal Halide lamps, repair the light outage and stock one (1) fixture in inventory.

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

C. Tree Trimming along Rattlesnake Hammock Road

The Davey Tree Expert Company is scheduled 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.

D. Summer Annuals

Saint Andrews Front Entrance and Doral Circle

The Committee selected a *Summer Annual Planting Scheme for Median #1 on St. Andrews Boulevard and Doral Circle* consisting of a lavender and deep pink mix of Pentas and yellow Purslane.

E. May Meeting

Chair Branco suggested an email canvas of Committee members to confirm with Mr. Schumacher an alternate date (tentatively May 17th) for the May meeting.

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.

- Pre-cast stones are installed and grouted.
- Logo & Lettering refurbishment has not been finalized and is a priority.
- The cap and copy border are installed.
- Faux painting on the outbound side has been applied.

Mr. Schumacher and Chair Branco will meet on site on Friday, April 21st with a representative from NR Contractors to inspect the green paint color and confirm it conforms to the specifications of the approved sample.

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

- On review, the broader Civic Assn. claims of jurisdiction over assets and easements within LGE which conflict with the MSTU or the County, must be corrected in the HOA documents and adopted by the community.
- In response to MSTU's request, Ms. McGarity submitted proposed amendments to the documents. Discussions regarding the HOA's claims of assets and easements remaining in the draft amendments ensued. It was agreed that conflicting HOA claims need to be resolved before presentation to the County attorney and the BCC.
- An acknowledgement of receipt of the proposed document revisions, and corresponding response will be submitted to the HOA Board of Directors.

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.

MINUTES

IX. New Business

A. Doral Circle – Median 23 Renovation

Ms. McCabe and Ms. Geyer reported on suggestions to enhance the median:

- Plant material typical for Florida - palm trees, colorful flowers/shrubs such as impatiens and/or dwarf Ixora.
- Native grasses such as Muhly Grass could be attractive.
- A flagpole.

Mr. McGee noted:

- The sign is twenty-two feet long; a low, dark green shrub to cover the lower portion of the sign base is recommended.
- If palms are planted in the median, the area must be excavated, and new soil filled to remediate Ganoderma contamination.
- Bougainvillea shrubs and Crown-of-thorns would be removed.
- The irrigation system will be evaluated.

McGee & Associates will propose a design layout for renovation of the median to the Committee at the May 2023 meeting.

B. Canal Weir Fence

A black chain link fence surrounding the utility area by the canal was installed by the County as a protective device for their assets. The area cannot be camouflaged by landscaping as unimpeded access is required for maintenance purposes.

X. Committee Member Comments

None

XI. Public Comments

See Doral Circle comments noted above in IX. New Business.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:10 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Tony Branco, Chair

These Minutes were approved by the Committee on 5/17, 2023 as presented or as amended .

NEXT MEETING:

MAY 17, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542