



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

August 17, 2023

I. Call to Order

The meeting was called to order at 2:08 P.M. and a quorum of four was present.

II. Attendance

Committee Members: Tony Branco, Chair; Kathleen Dammert, Vice Chair; Anita Ashton, Linda Jorgensen, Kathleen Slobodnik

County: Dan Schumacher, Project Manager, PTNE Division; Brian Wells, Director, PTNE Division (Excused); Rosio Garcia, Operations Coordinator, PTNE Division

Others: Mike McGee, Landscape Architect, McGee & Associates; Robert Kindelan, Superb Landscape Services; Wendy Warren, Premier Staffing; Andrea Geyer, Resident; Lisa McGarity, Resident

III. Approval of Agenda

Ms. Ashton moved to approve the Agenda of the Lely Golf Estates Beautification MSTU as amended:

Add: VIII. E. Traffic Calming – Traffic Logix Camera.

IX. New Business – Rainy Season Landscape Projects.

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

Ms. Dammert joined the meeting. A quorum of five was present at 2:11 P.M.

IV. Approval of Minutes – July 20, 2023

Ms. Jorgensen moved to approve the minutes of the July 20, 2023, Lely Golf Estates Beautification MSTU. 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:

Entryway Monuments

- A second test treatment of polish for several entryway monument letters was satisfactorily completed.
- The monuments outer bands require painting.
- Irrigation and lighting will be adjusted and updated.
- Mulch has been applied creating an aesthetically pleasing appearance.

Community Landscaping

- Generally, the community looks good.
- St. Andrews, Pebble Beach, and Forest Hills Boulevards and Valley Stream Circle medians are well trimmed.
- The Pentas at the entrance are improving.
- The Pinehurst Monument area requires mulch.
- The Hibiscus Golf Course irrigation system is not connected to the MSTU's system.

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- Washingtonia tree removal count is now up to twenty-five (25) and should be prioritized relative to their condition and location.

Irrigation

- The controller is emitting continuous “fault” system transmissions for zones one (1) through seven (7) indicating the system is not irrigating.
- An irrigation controller replacement part has been received and installation will be scheduled.
- The pump will be manually activated pending restoration of the system.

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 July 15, 2023, to August 15, 2023.

- Radar 1 (110 St Andrews Blvd) recorded 48,190 vehicles averaging 1,506 vehicles per day. The maximum speed was fifty-one (51) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 48,372 vehicles for an average of 1,511 per day. The maximum speed was seventy-eight (78) 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 August 3, 2023.

Saint Andrews Blvd. & US 41

- The Alexander Palms at the main entrance are showing signs of mold and possible insect issues.

Inbound R/W South

- Recommend replacement of thirty-nine (39) MSTU-maintained Allamanda shrubs with variegated Arboricola shrubs for screening.
- Queen Crape Myrtle tree staking needs to be removed and cut off from the trunk. Replace it with new bracing if needed.

Outbound R/W North

- Recommend replacement of seventy-three (73) MSTU-maintained Allamanda shrubs with variegated Arboricola shrubs for screening.

Saint Andrews Blvd.

Median #1

- Replace the broken valve box.

Median #2

- Replace valve box lid with hole in it.

Median #3

- Address 105: Remove Plumbago shrubs and replant area with a single row of fourteen (14) African Iris.

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Median #9

- Remove deteriorating Washingtonia Palms and add two (2) double Alexander Palms.

Median #10

- Recommend planting ninety-six (96) Perennial Peanut 'Golden Glory' on the west end to replace Bougainvillea and Juniper damaged by an auto accident.

Forest Hills Cart Crossing & Lake

- Irrigation deactivated due to renovation of the golf course. Monitor plant condition for stress and manually irrigate if necessary.
- Recommend planting twenty-nine (29) orange flowered Bulbine 'Hallmark' to replace missing Perennial Peanut when the irrigation is reactivated.

Valley Stream Circle

Median #13

- The south purple Trumpet tree needs to be replaced.

Pebble Beach Boulevard

Median #17

- Address 108: Remove and replace Holly shrub with decayed trunk.
- Address 140: Replace ten (10) missing Dwarf Bougainvillea.

Median #18: Washingtonia Palm hit by lightning should be removed at a future date.

Median #19

- Replace thirteen (13) dwarf Bougainvillea destroyed in an auto accident.
- Recommend planting the area with forty-five (45) orange flowered Bulbine 'Hallmark'.

Pebble Beach Boulevard Golf Cart Crossing

- Water source is an issue due to golf course renovation.

Thorncrest and Briarcliff Lanes

Cul-de-sacs #20 and #21

- Recommend renovation of the cul-de-sacs during the rainy season.

Heather Grove Lane Cul-de-sac #22

- Consider the replacement of eight (8) Bougainvillea plants run over by an auto.

Baltusrol Signs

Outbound Side

- The irrigation head watering the outbound sign plantings has been removed. *Confirm reinstallation with golf course superintendent.*
- Remove all Plumbago shrubs on the outbound side and replant the area with eleven (11) Plumbago plants and forty-five (45) orange flowered Bulbine 'Hallmark' when irrigation is reactivated.

Doral Circle

East R/W

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

West R/W & Rattlesnake Hammock Road

- Plant an additional five (5) white African Iris in area of tree trimming.

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Warren Street Pump Station

- A replacement pressure gauge has been ordered.

Water Usage

Recommend the potable water meter box, full of dirt and debris, be cleaned to enable reading of the meter.

- Warren Street
 - July 2023 - 88,040 gallons; no potable water usage.
- Valley Stream
 - July 2023 – 41,430 gallons of potable water.

Mr. Schumacher reported:

- Hibiscus Golf Course management's plan to reconnect existing irrigation heads in three (3) MSTU locations on completion of the course renovation will be confirmed.

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

Mr. Kindelan reported:

- Plumbago's on St. Andrews Blvd., Median #3, were sprayed for Thrips. A second treatment will be scheduled for the week ending August 26th.
- Bees were removed from the valve box on St. Andrews Blvd., Median #2. A box lid replacement has been ordered.
- Spider Lily plants on Pebble Beach Blvd. Golf Cart Crossing were sprayed for leaf spot fungus and damaged foliage removed.
- Golden and Purple Trumpet trees are being sourced with local nurseries.
- A cost quote to replace the Holly shrub on Pebble Beach Blvd., Median #17, will be submitted to Mr. Schumacher.
- Five (5) White African Iris plants will be installed on Rattlesnake Hammock Road.
- The pump station Cocoplum hedge by the canal was trimmed.
- A pressure gauge for the Warren Street pumping station has been ordered.
- Warren Street Pump Station system failure:
 - The main control panel was replaced and activated.
 - Two (2) leaks were repaired.
 - Missing decoder(s) in the field was installed.

Mr. Schumacher noted:

- A Notice-to-Proceed, based on the cost quote submitted, will be issued to Superb Landscape Services (SLS) for plant replacements listed in McGee & Associates Summary Report.
- A Purchase Order was issued to Tree Scaping, a County contractor, to remove all Washingtonia Palms. Removal will be prioritized relative to their condition and location. Most work, commencing with Median #18, will be performed on weekends.
- The irrigation system failure necessitated replacement of the main control panel computer board at the Warren Street Pump station.
- Mr. Schumacher, Mr. McGee and Mr. Kindelan will meet at the Monument area to evaluate the irrigation system and updates to accommodate the landscape renovation.

Mr. Schumacher will present Superb Landscape Services (SLS) cost proposal for the irrigation updates at the September 2023 meeting.

VII. Project Manager's Report – Dan Schumacher**A. Budget Report**Lely MSTU Fund Budget 152 dated August 17, 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 \$890,128.95, including investment interest, transfers, and contributions.
- Purchase Orders: (by Contractor):
 - Davey Tree Experts – Tree trimming Rattlesnake Hammock Road.
 - Forestry Resources – Mulch.
 - 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.
 - Naples Electric Motor Works – Pump Maintenance.
 - National Traffic Signs.
 - NR Contractors Inc. – Entryway Monument Refurbishment.
 - The Lump Sum Contract in the amount of \$149,750.00 has been paid.
 - Premier Staffing – Transcription Services.
 - Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscape Services –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - Grounds Maintenance is for regularly scheduled tasks and irrigation repairs.
- Operating Expense, Line 44, budgeted at \$333,378.95; with current Commitments of \$69,706.46 Expenditures of \$192,439.48, and a Budget Remainder (unspent operating funds) of \$71,233.01.
- Capital Outlay, Line 46, budgeted at \$338,950.00, has a balance of \$189,200.00.
- Transfer to Fund 111, Line 48, 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 48, 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 52, in the amount of \$150,000.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 53, lists FY-23 MSTU budgeted funds at \$893,128.95; with tabulated Commitments of \$69,706.46, Expenditures of \$261,927.48, and a Budget Remainder (total unspent funds) of \$411,745.01. The Budget amount of \$893,128.95 does not change during the fiscal year.

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Noted:

- Removal of the Washingtonia trees by Tree Scaping of Naples will be funded from the Operating Expense category.
- Monument area landscape renovation expense categorization will be coordinated with the Procurement Division.
- Replacement of street signs, if undertaken by the MSTU, will be funded from the Other Contractual category.
- Improvements General category balance is \$189,200.00.
- Fund 152 is exclusive to the Lely MSTU and cannot be utilized by outside entities.
- 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).
- 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.
- Modifications to the Millage Rate must be approved by the Board of County Commissioners (BCC).
- Funds not expended in FY-23 will be carried forward into the FY-24 budget, effective October 1, 2023.
- The FY-24 Ad Valorem Tax Value will be recorded in the October budget.

Asset Management Plan

- The *Asset Management Plan* report to identify life expectancies of community assets and corresponding expenditure projections to fund this maintenance will be updated and presented to the Committee upon finalization of the FY-24 budget.

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 August 3, 2023, report indicated no outages.
- All lamps are fitted with Lumec retrofit replacements.
- Three (3) fixtures remain in inventory.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment – Landscaping Renovation

McGee & Associates landscape Plan LC 2 for the Lely Golf Estates community entryway sign monuments at the intersection of St Andrews Blvd. & US-41 was approved by the Committee.

- Mr. Schumacher provided a spreadsheet of the material selection and quantities, and requested a cost quote for landscaping, from Superb Landscape Services.
- The number of irrigation zones and irrigation flow will be evaluated and reworked, and a cost proposal secured.
- Mr. McGee presented a diagram for seasonal flower beds, a focal point of the design, to the Committee.
- Consideration will be given to landscape installation in late October, post hurricane season.

Mr. Schumacher will:

- Investigate a contractor to paint the inner copy band supports.

B. Doral Circle

Median 23 Renovation

Mr. McGee distributed concept landscape plans incorporating the same varieties of plant species as the Entryway Monument Plan, for the median.

- Low vegetation will be removed.
- Annual flowers of varied heights, facing the roadway, will be planted seasonally to fan around the sign.
- White Geiger trees and Bird of Paradise plants will be installed.
- Three (3) Jatropha trees will remain.
- Dwarf Ixora or Green Island Ficus would be planted around the sign.

Flagpole

- A concept plan and price opinion for a flagpole installation in the Right-of-Way (ROW) on the corner Doral Circle and Rattlesnake Hammock Road was presented.
- Two (2) benches would be part of the design scheme.
- The Podocarpus hedge would extend to the bridge.
- Plumbago's, Golden Trumpet trees and Royal Poincianas will be strategically placed along the roadway.

Mr. Schumacher reported:

- The Median #23 landscape renovation is the priority.
- An adequate irrigation system to support the renovation must be verified.
- Approval of the flagpole installation site and landscaping in proximity to the bridge is required by the Road Maintenance Division.
- The Median #23 project would likely be implemented in spring 2024.

Mr. McGee will:

- Prepare a landscape plan and list of plant material for Median #23 only, for distribution at the September meeting.

C. Traffic Signage – Ownership and 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.
- Staff has consulted with the County Attorney's Office on the 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 transfer.
- Repairs are "on hold" pending resolution of issues with the recently amended Lely Civic Association documents.

HOA Documents

- The Civic Association's claim of jurisdiction over assets and easements within the LGE which conflicts with the MSTU or the County and must be corrected in the HOA documents and approved by the Members.

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- The HOA Board of Directors proposed amendments to the documents as follows:
 - Eliminating reference to the Association's claims to easements within the ROW and responsibility for common fixtures. Ms. McGarity indicated that the entire Common Fixture Maintenance paragraph 4.1 could be eliminated.
 - The proposed documents were submitted to the HOA's Attorney for final approval.
 - A meeting is scheduled for September 19, 2023, for a Member vote on the proposed amendments.
 - Auditor verification of HOA financial accounts is pending.
 - Ms. McGarity agreed to send the revised amendments as soon as they are available and to locate and provide the easement descriptions that were on record with the County.

Mr. Schumacher and Chair Branco will:

- Review the proposed amendments to the documents, prepared by the Attorney, prior to the Association's Special Members meeting on September 19th.

D. Holiday Décor Lighting

- Quotes to install holiday decorations and lighting at the Lely MSTU entrances on Saint Andrews Boulevard and Doral Circle in November 2023 were received from Sight N Sound and Whited Holiday Décor.
- Staff will seek a third quote.
- The contract will be awarded to the lowest qualified vendor.
- A Purchase Order will be requested October 1, 2023, for installation prior to November 18, 2023.
- The design will replicate the 2022 plan with the addition of lighting for the Palm tree at the south end of Median #23.

E. Traffic Calming

1. Traffic Logix Camera

- The Guardian Enforcer Speed Camera by Traffic Logix was presented as a method to deter speeding in the community.
- The camera can be used in conjunction with the radar speed display signs or stand alone.
- The web enabled camera, with recognition technology, records the vehicles license plate.
- A warning letter is issued to speed violators to dissuade further speeding infractions.
- There is no penalty or ticketing to the driver.
- Information on the device will be researched and presented at the September meeting.

Mr. Schumacher will consult with the County Attorney and the Road Maintenance Division for guidance on the installation and use of the camera.

F. Pending Items

1. Rainy Season Landscape Projects

- Landscaping in the three (3) cul-de-sacs, slated for future renovation, is in acceptable condition.
- The Baltusrol sign area will be landscaped when the Hibiscus Golf Course connects and activates the irrigation system.

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IX. New Business

A. New Agenda Format

Mr. Schumacher proposed a double-sided Agenda printable format for meetings. The book style format will be introduced at the September meeting and the Committee will determine if it elects to adopt the format for meetings.

X. Committee Member Comments

None

XI. Public Comments

Andrea Geyer requested County contact information for discussing landscaping to camouflage the black chain link fence surrounding the utility area by the canal, installed by the County as a protective device for their assets.

Mr. Schumacher will provide the information.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:02 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Tony Branco, Chair

These Minutes were approved by the Committee on 9/21, 2023 as presented or as amended .

NEXT MEETING:

SEPTEMBER 21, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542