



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

October 19, 2023

I. Call to Order

The meeting was called to order at 2:00 P.M. 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: Dan Schumacher, Project Manager, PTNE Division; Brian Wells, Director, PTNE Division; Rosio Garcia, Operations Coordinator, PTNE Division

Others: Mike McGee, Landscape Architect, McGee & Associates; Robert Kindelan, Superb Landscape Services (Excused); Wendy Warren, Premier Staffing; Pat McCabe, Resident

III. Approval of Agenda

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

Add: IX. C. New Business – Holiday Lighting at Forest Hills and Augusta Boulevards.

Second by Ms. Slebodnik. Carried unanimously 5 - 0.

IV. Approval of Minutes – September 21, 2023

Vice Chair Dammert moved to approve the minutes of the September 21, 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:

- Median #1 requires maintenance. Plants and Flags need to be replaced.
- Entrance Monument project requirements to be finished include irrigation update, new plantings, new lighting and painting of the outer band.
- St. Andrews, Pebble Beach, and Forest Hills Boulevards, and Valley Stream Circle medians are well trimmed.
- The outbound side of the Pinehurst Monument area requires mulch.
- The renovated Hibiscus Golf Course irrigation system has not yet been re-connected to the MSTU irrigation pipes at any of the golf cart crossing areas maintained by the MSTU.
- Damage caused by an auto accident in the median at 392 St. Andrews Blvd. to a palm tree and juniper plants has not been remedied.
- The hedge on Pebble Beach Blvd was trimmed.
- The Doral Entrance sign appears to have been unbolted, possibly during an attempt to steal it.
- The sign at Doral needs repair and the lighting fixtures should be updated.

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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 August 19, 2023, to September 19, 2023.

- Radar 1 (110 St Andrews Blvd) recorded 46,603 vehicles averaging 1,503 vehicles per day. The maximum speed was fifty-three (53) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 46,775 vehicles for an average of 1,508 per day. The maximum speed was seventy-five (75) mph.
- Discussions ensued regarding speeding in the community.

VI. Contractor Reports

Mr. McGee summarized the September reports, observations made 10/9/2023.

(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

A. Maintenance Reports

1. St. Andrews Blvd.
2. Forest Hills Blvd. & Cart Crossing
3. Valley Stream Cir.
4. Pebble Beach Blvd. & Cart Crossing
5. Thorncrest, Briarcliff, and Heather Grove Lanes (cul-de-sacs)
6. Baltusrol Dr. & Cart Crossing
7. Doral Cir.
8. Rattlesnake Hammock Rd.

Comments

Mr. McGee

- Median #12: Plants and trees damaged by an auto accident at 407 Forest Hills Boulevard should be replaced.
- Add two (2) double Alexander Foxtail Palms, destroyed by auto accident referenced above, to proposal list.
- Foxtail Palms should be monitored for Ganoderma fungus.
- Bulbine “Hallmark” should be ordered and installed as specified in the report.

Chair Branco addressed staff and members.

- Eight (8) items in the Summary Report are more than six (6) months old.
- Installation of replacement plants should be prioritized.
- Superb Landscape Services confirmed at the September 19th meeting the items would be taken care of by the October meeting.
- A meeting with Mr. Kindelan (SLS), Mr. Schumacher, Mr. Wells and Mr. Branco is requested.

Mr. Schumacher

- Mr. Schumacher discussed McGee’s report to explain that some of the multi-month items were on-hold to be observed for possible action or delayed for lack of a sufficient ‘rainy season this past summer.

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- A version of McGee’s report highlighting longstanding maintenance items has been provided to Superb Landscaping Services (SLS).
- A Notice-to-Proceed, based on the cost quote submitted mid-August, was issued to Superb Landscape Services (SLS) for the plant replacements.
- Hibiscus Golf Course management will provide irrigation connections points for the MSTU to re-connect to the newly installed irrigation line.
- Hibiscus Golf Course management is not receptive to the MSTU maintaining or refurbishing the exit side area in front of the Pinehurst sign on Baltusrol Drive.

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

Mr. Schumacher reported:

1. Variegated Schefflera Arboricola was installed on the inbound side of St. Andrews Blvd. & US 41.
2. A quote for the Trumpet trees may be solicited from an alternate third-party source.

Comments

Auto Accident

Mr. Schumacher reported Risk Management will be notified of the auto accident on Forest Hills Boulevard and an insurance claim filed if a Sheriff’s report is available.

Landscape Maintenance Contract

- The new three-year contract with two (2) one-year renewal options is expected to be awarded to A & M Property Management.
- Superb Landscape Services (SLS) will continue to service the Lely MSTU until December 31, 2023.

VII. Project Manager’s Report – Dan Schumacher

A. Budget Report

(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

Lely Golf Estates MSTU Fund 1620 Budget for October 19, 2023, prepared October 11, 2023.

- Purchase Orders for 2024 have been requested.
 1. Forestry Resources – Mulch.
 2. McGee & Associates – Landscape Architecture
 3. Premier Staffing – Transcription Services.
 4. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
 5. Simmonds Electrical – Electrical Maintenance and LED Fixtures.
 6. SiteOne Landscape Supply – Irrigation Parts & Pumps
 7. Superb Landscape Services
 - Incidentals are for landscape refurbishment and miscellaneous.
 - Grounds Maintenance is for regularly scheduled tasks and irrigation repairs.
- Budget Summary
 - a. Line 1, Revenue – Millage Collected and Interest budgeted at \$410,600.
 - b. Line 2, Carry Forward – Unexpended Prior Year (2023) Funds \$410,034.
 - c. Line 3, Revenue Total - \$820,634.

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- d. Line 26, Operating Expense – Of \$160,234 budgeted, \$68,561 is committed to existing Purchase Orders, leaving the remainder of \$91,672 available within budget for additional operating expenses as needed.
 - e. Line 28, Capital Outlay – A balance of \$278,000 remains for projects.
 - f. Line 32, Transfers – Of the \$76,800 budgeted, \$742 has been transferred and a balance of \$76,058 remains for transfer. (PTNE Staff & Overhead).
 - g. Line 39, Total Expenditures – Of \$665,034 budgeted, \$68,562 is committed to existing Purchase Orders, with \$742 in total expenditures, leaving a remainder of \$595,730 available within the FY-24 budget.
- General
 - a. MSTU Tax Rate: 2.00 Mills (2%) for beautification improvements and maintenance within the taxing district.
 - b. Tax millage collected by the Lely Golf Estates Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- FY-24 Taxable Value increased 13.01% over FY-23.
- Requested Purchase Orders will be reflected in the November budget.
- McGee & Associates FY-23 unexpended funds were carried over to FY-24.
- Simmonds Electrical of Naples is the service provider for lighting and repairs for FY-24.
- Irrigation renovation and repairs are categorized as a maintenance expense.

B. Lighting Inspection Report – Outages & Inspection

(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

- The October 4, 2023, report indicated no outages.
- All lamp poles are now fitted with Lumec-brand LED replacements.
- Three (3) replacement lamps remain in inventory.

C. Winter Annuals – St. Andrews Boulevard & Doral Circle

St Andrews Median #1 and Doral Circle Median #23

McGee & Associates presented four (4) planting schemes for the winter season and recommended the ground be prepared one week in advance of planting.

- Scheme B, consisting of Patriot Berry Parfait Geraniums surrounded by Salvia on the inner border and an outer border of Dusty Miller will be planted in both locations.
- Geraniums will be six (6) inch pot size.

Vice Chair Dammert motioned to approve McGee & Associates Fall and Winter Concept Plan Scheme B, for an amount not to exceed five thousand dollars, for Median #1 on Saint Andrews Boulevard and Median #23 on Doral Circle. Second by Ms. Ashton. Carried unanimously 5 – 0.

VIII. Ongoing Business

A. St. Andrews Entryway Monuments Refurbishment – Landscaping Renovation

Mr. Schumacher reported:

- The backing to the entryway monument signs outer bands needs to be painted, both monuments.

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- A cost quote from Superb Landscaping Services (SLS) to upgrade the irrigation system for the monuments area is pending.
- Landscaping the Entryway Monuments in accordance with McGee & Associates Landscape Plan LC2 will be installed upon completion of the irrigation system reconfiguration in the respective areas.

B. Traffic Signage – Ownership and Damage Repairs

Donation of Decorative Traffic Signs to the MSTU

- Twenty-seven (27) signs damaged by Hurricane Ian need repair.
- The MSTU previously maintained the signage, however it has determined Homeowner Association transfer of ownership of all decorative signs to the MSTU is required before the MSTU can fund repairs.
- The Lely Civic Association and the County must approve the transfer of signs.
- Staff have consulted with the County Attorney's Office on the process for the transfer to the MSTU and maintenance of the signs.
- A certified financial audit for the Lely Civic Association was provided to the County for review.
- The County Attorney noted the audit does not indicate the historical cost incurred by the HOA to maintain signage.
- The MSTU incurred \$13,609.00 for signage repairs from 2018 to 2023.
- Staff estimates expense to repair the HOA's damaged signage will be in the \$12,000 +/- if the MSTU assumes responsibility.
- The MSTU's ability to move forward with signage repairs is dependent on acceptance of the Civic Associations financial audit and County review of the easement claims in the revised Lely Civic Association covenants.
- The transfer of signs would be at no cost to MSTU.
- The Board of County Commissioners (BCC) must approve the transfer which is anticipated for the first quarter of 2024.

C. Traffic Calming

Mr. Wells reported that Trinity Scott, Transportation Services Department head, confirmed the County's traffic device policy as follows:

- Photo or radar devices such as the Guardian Enforcer Speed Camera by Traffic Logix, to deter speeding in the community, are not permitted by Collier County.
- Separately, the Civic Association can submit a petition endorsed by residents to the Road Maintenance Division for installation of speed bumps.

D. Pending Items

Mr. Schumacher contacted Collier Signs to request a quote to paint the outer bands on the entryway monuments.

IX. New Business

A. St. Andrews Entryway Monuments – Sign Lighting Replacements

Mr. Schumacher reported:

- A cost quote for lighting will be solicited based on McGee & Associates' proposal for replacement light fixtures.

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B. Doral Circle Median 23

Mr. Schumacher reported:

1. Landscaping Renovation
 - McGee & Associates has provided landscape concept plans for the median.
2. Entryway Sign Refurbishment
 - A Request for Quote (RFQ) to refurbish the damaged entrance sign will be solicited.
3. Sign Lighting Replacements
 - A cost quote for lighting will be solicited based on McGee & Associates' proposal for replacement light fixtures.
4. Irrigation – Reuse Water Conversion
 - Mr. Schumacher met with Collier County wastewater and reclaimed/reuse water (IQ water) systems personnel to evaluate the options for a reuse irrigation water connection.
 - The irrigation controller will be upgraded to HydroPoint.

C. Holiday Decorations and Lighting – Sign at Forest Hills and Augusta Boulevards

Chair Branco commented:

- Jackie Lowry will be contacted to verify her availability to decorate the sign.
- Options will be researched to improve the lighting.

X. Committee Member Comments

None

XI. Public Comments

Ms. McCabe suggested Impatiens should be considered for seasonal flower bed planting in lieu of Scheme B, noted during VII-C.

Advisory Committee consensus was that continuity of the planting scheme at both the St Andrews Blvd and Doral Cir entryway locations would be most attractive.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:03 P.M.

<https://www.collierptne.com/wp-content/uploads/2021/01/Agenda-Backup-Lely-10-19-23-Optimized.pdf>

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Tony Branco, Chair

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

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NEXT MEETING:

NOVEMBER 16, 2023
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
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