



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road  
Naples, FL 34104

### Minutes

February 20, 2025

#### I. Call to Order

The meeting was called to order at 2:04 P.M. Roll call was taken, and a quorum of four was established.

#### II. Attendance

**Committee Members:** Open Seat, Chair; Kathleen Dammert, Vice Chair; Linda Jorgensen, Lisa McGarity, Dimitra Arneson

**County Staff:** Brian Wells, Director, PTNE Division (ZOOM); Dan Schumacher, Project Manager, PTNE Division; Rosio Garcia, Operations Analyst, PTNE Division

**Contractors:** Mike McGee, Landscape Architect, McGee & Associates (Excused); Armando Yzaguirre, A&M Property Maintenance; Wendy Warren, Premier Staffing

**Others:** Laura Mann, Resident; Michael Mann, Resident; John Clifford

#### III. Approval of Agenda

*Ms. McGarity moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee as presented. Second by Ms. Jorgensen. Carried unanimously 4 - 0.*

#### IV. Approval of Minutes – January 16, 2025

*Ms. McGarity moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of January 16, 2025, as presented.*

*Second by Vice Chair Dammert. Carried unanimously 4 - 0.*

#### V. Chair's Report

Summary reports will be provided at future meetings.

#### VI. Contractor Reports

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

**Mr. Schumacher** summarized the February 6, 2025, observation 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).*

##### Maintenance Areas

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

**Comments**

- The area of landscaping is well trimmed.
- Quotes were received from A & M Property Maintenance for plant replacements as specified in McGee & Associates Summary Report.
- Tree Scaping of Naples submitted a proposal, based on the updated tree inventory, to remove six trees, two stumps and prune palm and deciduous trees. Trimming will be scheduled for early March.
- County brown mulch will be applied upon the completion of tree pruning and installation of plant replacements.
- A decoder controller will be ordered for Zone 10 of the HydroPoint irrigation system.

**B. Landscape Maintenance Report – A & M Property Maintenance (A&M)**

**Mr. Yzaguirre** reported routine maintenance is being performed on schedule.

**Ornamental Trees**

- A nursery has been identified as a source for ornamental trees.
- The forty-five-gallon trees are available for delivery and installation in two to three months.
- A duckbill tree anchor system will be installed.
- Mr. McGee will be consulted to approve the nursery and view the trees prior to delivery.
- A & M will provide a quote for delivery of four ornamental trees, installed, to Mr. Schumacher.

*Ms. McGarity motioned to approve the purchase and installation of four forty-five-gallon ornamental trees for the community at a cost not to exceed \$5,000.00. Second by Ms. Jorgensen. Carried unanimously 4 – 0.*

**VII. Project Manager’s Report – Dan Schumacher**

**Mr. Schumacher** reported:

**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 February 20, 2025, prepared February 11, 2025.*

- Purchase Orders
  1. A & M Property Maintenance (A&M)
    - Incidentals are for landscape refurbishment and miscellaneous.
    - Grounds Maintenance is for regularly scheduled tasks and irrigation repairs.
  2. Collier County PUD – Water
  3. FPL – Electricity
  4. Howard Fertilizer & Chemical Co.- Fertilizer
  5. McGee & Associates – Landscape Architecture
  6. Premier Staffing – Transcription Services
  7. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
  8. Simmonds Electrical – Electrical Maintenance and LED Fixtures
  9. SiteOne Landscape Supply – Irrigation Parts & Pumps
  10. Traffic Logix – Digital Solar Radar
  11. Tree Scaping of Naples – Tree Pruning and Removal

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- Budget Summary
  - a. Line 1, Revenue – Of the \$432,700 millage assessed, \$366,258 has been collected, leaving an outstanding balance of \$66,441.
  - b. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds \$394,545.
  - c. All Revenues – Of the \$827,245 budgeted, \$366,258 has been collected leaving an available balance of \$460,987 (the sum of lines 1 and 2) minus Expenditures.
  - d. Line 21, Operating Expense – Of the \$366,645 budgeted, \$141,501 is committed to existing Purchase Orders and \$78,539 is expended, leaving the remainder of \$146,605 available within budget for additional operating expenses as needed.
  - e. Line 25, County Overhead – Of the \$80,000 budgeted, \$9792 has been transferred, and a balance of \$70,207 remains for transfer (PTNE Staff & Overhead, Property Appraiser, & Tax Collector).
  - f. Line 27, Capital Projects – A balance of \$230,600 remains for improvement projects.
  - g. Line 29, Capital Reserves - \$150,000 is reserved for catastrophic events.
  - h. Line 30, All Expenses – Of the \$827,245 budgeted, \$141,501 is committed in existing Purchase Orders, \$88,331 has been expended, leaving the remainder of \$597,412 available for MSTU expenditures.
- General
  - a. MSTU Tax Rate: 2.00 Mills (0.2%) is for beautification improvements and maintenance within the taxing district.
  - b. The millage of 2.00 per \$1,000 of Ad Valorem taxable value is reviewed annually in March or April.
  - c. Tax millage collected and interest by the Lely Golf Estates Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

### **Mr. Schumacher** noted:

- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- The A & M Property Maintenance *Incidentals* budget will exceed the plan. Funds are available to offset the shortfall.
- The Office of Budget Management will be consulted to determine if the sign light replacement project for St. Andrews Boulevard and Doral Circle will be debited from the Lighting Maintenance or Capital Projects category.
- The Doral Sign renovation project will be debited from the Capital Projects category.
- The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2026 planning process.
- The Ad Valorem taxable value increased 5.42% for fiscal year 2025 over 2024 generating additional revenue of \$68,920.

### **B. Lighting Inspection Report and Light Pole Replacements**

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

#### **Mr. Schumacher** reported:

- February 6, 2025, report indicated:
  - St. Andrews Blvd: five (5) single luminaire and one (1) entry light sign outages. The US and State Flagpoles lights are also not functioning.

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- Doral Circle: two (2) sign light outages.
- Simmonds Electrical indicated outages may be caused by a circuit malfunction.
- A quote for a diagnostic assessment and repair estimate will be solicited.
- All lamp poles are fitted with Lumec-brand LED replacements.

### Sign Light Fixtures

**Mr. Schumacher** reported:

- A total of fourteen (14) LED light fixtures are required to replace existing sign lights, five (5) for each of the two monuments at St. Andrews Blvd and two (2) for each side of the two-sided sign at Doral Circle.
- Simmonds Electrical visited the site and noted the fixtures are corroded.
- Standard four (4) foot fixtures with LED linear bars or bulbs are recommended.
- Specifications will be confirmed and a *Request for Quote* (RFQ) for equipment and installation solicited.
- He will email the quote to the Committee members.

### **C. Radar Speed Report**

**Mr. Schumacher** reported:

#### Radar Speed Sign Report

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*).

Daily vehicle report statistics from January 14, 2025, to February 14, 2025:

- Radar 1 (110 St Andrews Blvd) recorded 67,908 vehicles averaging 2,264 vehicles per day. The maximum speed was fifty-one to fifty-five (51 - 55) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 69,348 vehicles for an average of 2,312 per day. The maximum speed was sixty-six to seventy (66-70) mph.
- The data indicated most vehicles were traveling between twenty-one (21) and thirty-five (35) mph. The speed limit is twenty-five (25).
- Discussions ensued noting the reduction in average speed recorded in the community.

*Ms. McGarity reported that she has a meeting scheduled with the Traffic Operations week ending March 1, 2025.*

### **D. Applications to the Advisory Committee**

**Mr. Schumacher** reported Dimitra Arneson's appointment to the Committee was confirmed by the Board of County Commissioners effective February 11, 2025, and an application was received from Michael E. Mann for the open seat on the Lely Golf Estates Beautification Advisory Committee.

#### Recommendation for Michael E. Mann

*Ms. McGarity moved to recommend the Board of County Commissioners appoint Michael E. Mann to the Lely Golf Estates Beautification MSTU Advisory Committee. Second by Ms. Jorgensen. Carried unanimously 4 - 0.*

Michael Mann's recommendation for appointment to the Lely Golf Estates Beautification MSTU Advisory Committee will be considered by the Board of County Commissioner's (BCC) in March 2025.

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VIII. Ongoing Business

A. Traffic Signage – Transfer from Lely Civic Association to the MSTU

Mr. Schumacher reported:

Transfer of Decorative Traffic Signs from Lely Civic Association to the MSTU

- The Executive Summary and request for approval to proceed with the transfer is on the Board of County Commissioners (BCC) Consent Agenda for March 2025.
- The transfer, at no cost to the MSTU, includes:
  - Sixty-two signs on decorative poles (37 street and STOP signs and twenty-five speed limit signs).
  - Fourteen signs installed by the Traffic Operations Division (on standard poles with consideration given for installation on new decorative post).
- Upon completion of the transfer a Request for Quote (RFQ) to supply and install signs, specified to withstand hurricane force winds, will be distributed to three vendors or a supplier on contract with the County.
- The sign project will be funded from the Capital Projects category.

IX. New Business

A. Projects

Mr. Schumacher will update the Committee on the status of projects for 2025 during the year.

B. Election of Officers

The item will be discussed at the March meeting.

X. Committee Member Comments

None

XI. Public Comments

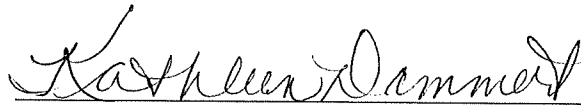
John Clifford volunteered to analyze the Traffic Logix data over a one-year period to identify trends.

Mr. Schumacher took the offer under advisement and will report on the decision at a future meeting.

XII. Adjournment

*There being no further business to come before the Committee, the meeting was adjourned by Mr. Schumacher at 2:56 P.M.*

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Chair

These Minutes were approved by the Committee on March 20, 2025 as presented  or as amended .

Lely Golf Estates Beautification MSTU/CollierPTNE

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**NEXT MEETING:**

**MARCH 20, 2025 – 2:00 PM**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542