



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

### Minutes

September 19, 2024

#### I. Call to Order

The meeting was called to order at 2:01 P.M. and a quorum of four was present.

#### II. Attendance

**Committee Members:** Open Seat, Chair; Kathleen Dammert, Vice Chair; Anita Ashton, Linda Jorgensen, Kathleen Sledobnik

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

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

**Others:** Laura Mann, Resident; Lisa McGarity, Resident; Pat McCabe (ZOOM)

#### III. Approval of Agenda

*Vice Chair Dammert moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee. Second by Ms. Ashton. Carried unanimously 4 - 0.*

#### IV. Approval of Minutes – July 18, 2024

*Vice Chair Dammert moved to approve the minutes of the July 18, 2024, Lely Golf Estates Beautification MSTU Advisory Committee meeting. Second by Ms. Jorgensen. Carried unanimously 4 - 0.*

#### V. Chairman's Report (in lieu of the vacancy)

Mr. Schumacher reported:

##### A. Radar Speed Sign Report

Two (2) Traffic Logix SafePace 100 speed monitoring signs are installed on Saint Andrews Boulevard, eastbound by the Lely Presbyterian Church (*Radar 1*) and westbound at Pine Valley Circle (*Radar 2*).

##### Traffic Logix Radar Sign 1

- The sign ceased to function in July 2024.
- A time and materials quote to repair and reprogram the sign has been requested from a former Traffic Operations employee with knowledge of the system.
- Replacement will be considered if necessary.
- A Purchase Order will be issued in October for service and management of the signs.

Daily vehicle report statistics from August 11, 2024, to September 12, 2024:

- Radar 2 (255 Saint Andrews Blvd) recorded 52,077 vehicles for an average of 1,680 per day. The maximum speed was between sixty-six and seventy (66 -70) mph.
- Discussions ensued regarding speeding in the community.

**VI. Contractor Reports**

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

**Mr. McGee** summarized the July 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**

**Mr. McGee** reported:

All locations

- Palm tree pruning is recommended to remove fronds and seed stalks.

St. Andrews Blvd. & US 41

- Remove and replace the third large Royal Palm within the shopping center plantings damaged by lightning.

St. Andrews Blvd.

- Median #1: Remove the two Foxtail Palms with Ganoderma fungus.

Forest Hills Boulevard

- Median #12: Remove Ilex tree and replace with Queen's Crape Myrtle.

Doral Circle

- Consider corrective pruning for Tabebuia tree due to lack of availability of a Golden Trumpet replacement tree.

**Mr. Schumacher** reported:

- A Request for Quote (RFQ) has been issued to Tree Scaping of Naples to remove six trees and two stumps.

**Winter Annual Plantings**

St Andrews Median #1 and Doral Circle Median #23

Mr. McGee presented the four planting schemes for the winter season and recommended the ground be prepared one week in advance of planting.

- Scheme B modified, consisting of Patriot Berry Parfait and Savannah Pink Geraniums surrounded by Salvia on the inner border and an outer border of white Alyssum will be planted in both locations.
- Geraniums and Salvia will be one gallon pot size.
- The flowers are planned to be installed by November 9, 2024.
- Mr. McGee will provide plant quantities and A&M an estimated cost to Mr. Schumacher.
- Solarization of the annual planting areas for St. Andrews Blvd. and Doral Circle to reduce weeds, insects and/or disease will be complete in two weeks prior to installation of the winter plantings.

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*Ms. Ashton motioned to approve McGee & Associates Fall and Winter Concept Plan Scheme B modified, with Patriot Berry Parfait and Savannah Pink Geraniums, Salvia and white Alyssum, for Median #1 on Saint Andrews Boulevard and Median #23 on Doral Circle. Second by Vice Chair Dammert. Carried unanimously 4 – 0.*

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

**Mr. Yzaguirre** reported:

- Community landscaping is in good condition.
- Plants damaged by a vehicle run over on St, Andrews Blvd. were removed.
- Irrigation is functioning as intended.

#### Mulch Comments

- Mulch applications in mid-Fall and mid-Spring are preferable.
- Ms. Mann requested Perennial Peanut be planted on Pebble Beach Blvd. in the Baltusrol sign area in lieu of mulch.

## **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 September 19, 2024, prepared September 11, 2024.

- 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. McGee & Associates – Landscape Architecture
  5. Premier Staffing – Transcription Services
  6. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
  7. Simmonds Electrical – Electrical Maintenance and LED Fixtures
  8. SiteOne Landscape Supply – Irrigation Parts & Pumps
  9. Superb Landscape Services (SLS)
    - 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.
  - d. Line 22, Operating Expense – Of the \$315,834 budgeted, \$82,313 is committed to existing Purchase Orders and \$189,502 is expended, leaving the remainder of \$44,018 available within budget for additional operating expenses as needed.
  - e. Line 26, County Overhead – Of the \$76,800 budgeted, \$75,906 has been transferred and a balance of \$894 remains for transfer.  
(PTNE Staff & Overhead, Property Appraiser, & Tax Collector)
  - f. Line 28, Capital Projects – A balance of \$278,000 remains for improvement projects.

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- g. Line 30, Capital Reserves - \$150,000 is reserved for catastrophic events.
- h. Line 31, All Expenses – Of \$820,634 budgeted, \$82,313 is committed in existing Purchase Orders, \$265,408 has been expended, leaving the remainder of \$472,911 available for MSTU expenditures.

- **General**

- a. MSTU Tax Rate: 2.00 Mills (0.2%) for beautification improvements and maintenance within the taxing district.
- b. 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:

- Quotes have been solicited for Holiday Lighting.
- Final invoices for Superb Landscaping have been processed. SLS Purchase Orders will be closed by the end of FY-24.
- Light pole replacement cost for Pebble Beach Circle and the Doral Sign renovation project will be debited from Capital Projects.
- The Ad Valorem taxable value increased 12.98% fiscal year 2024 over 2023, generating additional revenue of \$46,825.

FY-25 Budget Process

- The FY-25 budget is effective October 1, 2024.
- The *Asset Management Plan* report to estimate life expectancies of MSTU assets and corresponding expenditure projections to fund maintenance was updated during the planning process.
- The millage of 2.00 per \$1,000 of Ad Valorem taxable value is reviewed annually in March or April.

Doral Circle Expenditures

**Mr. Schumacher** reported:

- \$7,604.00 was expended on the Doral Circle entrance median refurbishment in 2024.
- A summary recap of the expenditures will be emailed to Ms. McCabe.

**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:

- The September 6, 2024, report indicated a new light outage for the entry sign at Doral Circle.
- Light pole #19 on Pebble Beach Blvd. has been repaired.
- All lamp poles are now fitted with Lumec-brand LED replacements.
- Three (3) replacement lamps remain in inventory.

Sign Light Fixtures

- 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.
- A quote will be solicited from Simmonds Electrical to provide both equipment and installation for the four (4) units at the Doral sign.

**Applications to the Advisory Committee**

**Mr. Schumacher** reported applications were received from Pamela A. Gittings and Lisa Rice McGarity for the seat available on the Lely Golf Estates Beautification MSTU Advisory Committee.

Ms. Gittings was not in attendance. Ms. McGarity expressed her desire to participate as a Committee member and shared her contributions to the community.

Recommendation for Pamela A. Gittings

*Ms. Ashton moved to recommend the Board of County Commissioners appoint Ms. Gittings to the Lely Golf Estates Beautification MSTU Advisory Committee.*

*Without a second the motion was not considered.*

Recommendation for Lisa Rice McGarity

*Ms. Jorgensen moved to recommend the Board of County Commissioners appoint Ms. McGarity to the Lely Golf Estates MSTU Advisory Committee. Second by Vice Chair Dammert. Motion carried 3 – “yes;” 1 – “no.” Ms. Ashton voted “no.”*

Results will be sent to the County Attorney’s Office to recommend Ms. McGarity’s appointment to the Advisory Committee.

**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

- An Executive Summary, including the Civic Association’s Financial Audit and Lely Civic Association covenants, is being prepared for submission to the County Attorney.
- Upon document approval by the County Attorney, the Executive Summary will be presented to the Board of County Commissioners (BCC) for approval to proceed with the transfer.
- The transfer, at no cost to the MSTU, includes:
  - 62 signs on decorative poles (37street and STOP signs and 25 speed limit signs).
  - 14 signs installed by the Traffic Operations Division (on standard poles with consideration given for installation on new decorative posts).
- Upon completion of the transfer a Request for Quote (RFQ) will be distributed to three vendors, the work to be awarded to the lowest qualified bidder.

HOA Sign Repair

**Ms. McGarity** reported the HOA has contracted Collier Signs and Mailboxes to repair two leaning traffic signs on Saint Andrews Blvd.

**B. Traffic Calming**

Discussed during the Chairman’s Report.

**C. Pending Items**

**Mr. Schumacher** reported:

**A. Pebble Beach Light Pole**

- Simmonds Electrical of Naples installed a fifteen-foot double luminaire Lumec pole, #19.
- Pole #20 was delivered with an incorrect part. The replacement components are on order.

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An update will be provided at the October meeting.

- An irrigation box broken during pole installation will be repaired/replaced when installation of the second pole is completed.
- An accident report was obtained from the Sheriff's Office and an insurance claim filed with the County Risk Management Division.

**IX. New Business**

**Mr. Schumacher** reported:

Doral Circle Entry Way Refurbishment

- Lykins Signtek evaluated the sign and reported the internal frame is structurally sufficient and has submitted a quote to re-secure the existing sign as-is.
- Design options for the entry sign in the median at Doral Circle may be considered by the Committee at a later time.

**X. Committee Member Comments**

None

**XI. Public Comments**

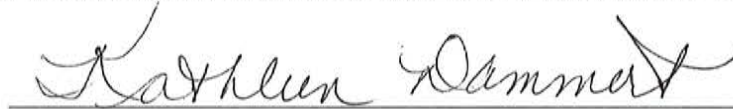
**Ms. McCabe** commented:

- The seasonal flower planting color scheme should be complimentary to the Doral Circle entry sign color.
- Doral Circle entrance median expenditure recap had been provided by Mr. Schumacher.

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by Mr. Schumacher at 3:42 P.M.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE**



**Chair**

These Minutes were approved by the Committee on January 16, 2025 as presented  or as amended .

[Lely Golf Estates Beautification MSTU/CollierPTNE](#)

**NEXT MEETING:**

**OCTOBER 17, 2024**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542