



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

### Minutes

January 16, 2025

#### I. Call to Order

The meeting was called to order at 2:08 P.M. Roll call was taken, and a quorum of three was established.

#### II. Attendance

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

**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:** Dimitra Arneson, Resident; Pat McCabe, Resident

#### III. Approval of Agenda

*Ms. McGarity moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee as presented. Second by Vice Chair Dammert. Carried unanimously 3 - 0.*

#### IV. Approval of Minutes – September 19, 2024, and October 17, 2024

*Vice Chair Dammert moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of September 19, 2024, and October 17, 2024, as presented. Second by Ms. Jorgensen. Carried unanimously 3 - 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. McGee** summarized the January 2, 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.

## MINUTES

### Comments

**Mr. McGee** reported:

#### All locations

- Palm tree pruning is recommended to remove fronds and seed stalks.
- Recommend replacement of Bougainvilleas and shrubs which suffered wind damage from Hurricane Milton.
- Additional Perennial Peanut plants are recommended in multiple medians.

#### St. Andrews Blvd. & US 41

- Recommend removal and replacement of two Alexander Palms damaged by lightning with 10- foot clear trunk palms.
- The third large Royal Palm within the shopping center plantings appears to have been struck by lightning. Recommend replacement with an 8-foot gray trunk palm.

#### St. Andrews Blvd.

- Median #1: Remove the two Foxtail Palms with Ganoderma disease. Plant replacement will be recommended post removal.
- Median #5:
  - Removal of Foxtail Palm with Ganoderma disease is recommended. Replant with 'Helen Johnson' dwarf Bougainvillea.
  - Recommend 1 Queen's Crape Myrtle be planted in location of previously removed Foxtail Palm.
- Median #6: Remove Holly tree and replace with a Crape Myrtle.

#### Forest Hills Boulevard

- Median #12:
  - Recommend replacement of a missing tree and Ilex tree in decline with Queen Crape Myrtle's.
  - An auto accident damaged palm trees and shrubs. A replacement plant count will be provided after the area has been cleaned up.

#### Forest Hills Cart Crossing and Lake

- Xanadu plants are rejuvenating. Replacement will be evaluated at a future date.

#### Valley Stream Circle

- Recommend replacement of 5 Plumbago shrubs.
- Replace south purple Trumpet tree.

#### Pebble Beach Boulevard Golf Cart Crossing

- Remove 1 Foxtail palm and replace with one clear trunk palm.
- Prune dead wood on Plumbago shrubs and review for replacements.

#### Baltusrol Signs

- Replace forty-four missing or declining Bulbine plants (both sides).

#### Doral Circle

- Replace Tabebuia tree with a Golden Trumpet Tree.
- Median #23:
  - Recommend planting 2 White Gieger Trees at variegated ginger locations.
  - Recommend replacement of Golden Trumpet Tree with 'Verawood Tree.'

### Comments

**Mr. McGee:**

- A proposal for replacement plants and shrubs, based on the Summary Report, should be submitted.
- Cul-de-sac landscaping is in good condition.

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- Annuals look good. Recommend irrigation frequency be decreased by one-third. Increased quantities should be considered for future plantings.
- A & M Property Management will be notified of two new nursery sources for tree replacements.
- Fertilizer should be applied prior to mulch installation.
- Palm Trees will be replaced with the same species if disease is not present.

### **Mr. Schumacher:**

- A Purchase order was issued to Tree Scaping of Naples to remove six trees, two stumps and prune the palm trees. Trimming will be requested prior to placement of mulch.
- Fertilizer has been ordered from Howard Fertilizer for delivery to A & M Property Maintenance. Application is anticipated in the next 2 weeks.

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

#### **Mr. Yzaguirre reported:**

- Routine maintenance is being performed on schedule.
- Some irrigation heads were replaced.
- Pebble Beach Boulevard, Median 17: A large number of Bougainvillea shrubs have died. Irrigation will be reviewed to confirm presence of system components. Installation of a dripline may be necessary.

## **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 January 16, 2025, prepared January 9, 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. Tree Scaping of Naples – Pruning and tree removal
- Budget Summary
  - a. Line 1, Revenue – Of the \$432,700 millage assessed, \$349,804 has been collected, leaving an outstanding balance of \$82,895.
  - b. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds \$394,545.
  - c. All Revenues – Of the \$827,245 budgeted, \$349,804 has been collected leaving an available balance of \$477,441 (the sum of lines 1 and 2) minus Expenditures.

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- d. Line 21, Operating Expense – Of the \$366,645 budgeted, \$158,493 is committed to existing Purchase Orders and \$59,846 is expended, leaving the remainder of \$148,305 available within budget for additional operating expenses as needed.
  - e. Line 25, County Overhead – Of the \$80,000 budgeted, \$8699 has been transferred, and a balance of \$71,300 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, \$158,493 is committed in existing Purchase Orders, \$68,545 has been expended, leaving the remainder of \$600,206 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 invoice for Sight and Sound (Naples Christmas Tree Lighting) has been approved for payment.
- A contract has been awarded to a new vendor for Wastewater Pump Station Repairs and Services.
- Light pole replacement cost for Pebble Beach Circle and the Doral Sign renovation project will be debited from Capital Projects.
- 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 \$22,088.

### **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 January 15, 2025, report indicated:
  - St. Andrews Blvd: eight luminaire light outages, six entry sign outages and 2 Flagpole lights out.
  - Doral Circle: two sign light outages.
- Simmonds Electrical has been contacted to conduct a diagnostic assessment and repair the issue.
- All lamp poles are fitted with Lumec-brand LED replacements.

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### 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.
- Dabmar Lighting was contacted to verify specifications on sign lights. 5000K (natural white) color was recommended.
- A *Request for Quote* (RFQ) has been solicited from Simmonds Electrical to provide both equipment and installation for the sign lights.

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

**Mr. Schumacher** reported:

- TrafficLogix is no longer preparing the Speed Data Reports.
- An entity familiar with Traffic Logix radar signs diagnostics has been identified and upon receipt of E-Verify documentation, the contractor will be a County vendor, and a Purchase Order issued.

### 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*).

- Radar 1 (110 St Andrews Blvd) did not function from July 2024 for several month.
- Radar 2 (255 Saint Andrews Blvd) will be serviced and activated.

### Speed Bump Petition

Six months of traffic data was provided to Ms. McGarity for incorporation into a Speed Bump Petition being submitted to Traffic Operations requesting installation of speed bumps on St. Andrews Boulevard to deter speeding.

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

**Mr. Schumacher** reported applications were received from Michael Mann and Dimitra Arneson for the two open advisory seats on the Lely Golf Estates Beautification MSTU Advisory Committee.

Michael Mann was not in attendance. The application will be considered by the Committee at the February 2025 meeting.

### Recommendation for Dimitra Arneson

*Vice Chair Dammert moved to recommend the Board of County Commissioners appoint Dimitra Arneson to the Lely Golf Estates Beautification MSTU Advisory Committee. Second by Ms. McGarity. Carried unanimously 3 - 0.*

Dimitra Arneson'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 February 2025.

**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, was submitted to the County Attorney.
- The Executive Summary and request for approval to proceed with the transfer is on the Board of County Commissioners (BCC) Consent Agenda February 11, 2024.
- The transfer, at no cost to the MSTU, includes:
  - Sixty-two signs on decorative poles (37street 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) for signs specified to withstand hurricane force winds will be distributed to three vendors.
- The contract will be awarded to the lowest qualified bidder.

**B. Pebble Beach Light Pole #2**

**Mr. Schumacher** reported:

**A. Pebble Beach Light Pole**

- Pole #20 has been replaced.
- 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** tabulated a working list of projects for 2025.

<u>Rank</u>	<u>Vendor</u>	<u>Subject</u>
1	Southeast Spreading	Mulch – Brown
2	Simmonds Electrical	Sign Lights Doral Entry
3	BCC	Signs – Transfer to MSTU
4	Project Manager	Signs – Procurement Purchase Order
5	Simmonds Electric	Sign Lights – St. Andrews Entry
6	TBD	Signs – Repair and Replace
7	Project Manager	Doral Sign – Repair/Renovate

*Projects may be added, deleted, or delayed and priorities may shift.*

**X. Committee Member Comments**

**Ms. McGarity** reported:

- Collier County’s Public Renewal Utilities Project (PUR) for Lely has been postponed.
- Holiday decorations and lights for Forest Hills & Augusta Boulevard holiday should be upgraded in 2025.

**XI. Public Comments**

Doral Circle Holiday Lights

- Pat McCabe reported the Doral Circle holiday lights did not function on two or more occasions.
- **Mr. Schumacher** noted Simmonds Electrical replaced the photocell; the circuit will be checked.

MINUTES

Doral Circle Median

Mr. Schumacher reported:

- Approval of the flagpole installation site and landscaping in proximity to the bridge is required by the Road Maintenance Division.
- As noted at the January 2024 meeting, projects outside of Median #23, including consideration of adding a flagpole in the vicinity, will be evaluated by the Advisory Committee in FY-25.
- Ownership of the fence in the east Right of Way on Doral Circle will be determined and condition evaluated. He will provide an update at a future meeting.

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by Mr. Schumacher at 3:40 P.M.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE**



**Chair**

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

<https://www.collierptne.com/mtsu/lely-golf-estates-beautification-advisory-committee/>

**NEXT MEETING:**

**FEBRUARY 20, 2025**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542