



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road  
Naples, FL 34104

### Minutes

February 15, 2024

#### I. Call to Order

The meeting was called to order at 2:02 P.M. and a quorum of four was present.

#### II. Attendance

**Committee Members:** Tony Branco, Chair; Kathleen Dammert, Vice Chair;  
Anita Ashton, Linda Jorgensen (Excused), Kathleen Slebodnik

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

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

**Others:** Pat McCabe, Resident

#### III. Approval of Agenda

*Vice Chair Dammert moved to approve the Agenda of the Lely Golf Estates Beautification MSTU as amended:*

*Add: V. Chairman's Report – C. Structure of County Government.*

*Second by Ms. Ashton. Carried unanimously 4 - 0.*

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

*Ms. Slebodnik moved to approve the minutes of the January 18, 2024, Lely Golf Estates Beautification MSTU meeting. Second by Ms. Ashton. Carried unanimously 4 - 0.*

#### V. Chairman's Report – Tony Branco

##### A. Community Assessment

**Chair Branco** reported on observations made during the monthly drive through:

- The medians are trimmed and look good.
- Unfinished entrance monument tasks include landscaping, new lighting, painting of the outer bands and repair to the outbound side front wall, damaged by an auto accident.
- Mulch is still required at various locations around the community.
- Six (6) items in McGee's Summary report over six (6) months old should be prioritized.
- The fallen lamp pole on Pebble Beach Blvd. has not been replaced.

##### 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 from January 13, 2024, to February 13, 2024.

- Radar 1 (110 St Andrews Blvd) recorded 69,906 vehicles averaging 2,185 vehicles per day. The maximum speed was fifty-three (53) mph.

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- Radar 2 (255 Saint Andrews Blvd) recorded 71,268 vehicles for an average of 2,227 per day. The maximum speed was seventy (70) mph.
- Discussions ensued regarding speeding in the community.

### Comments

Ms. Ashton reported a fatal accident involving a bicyclist occurred on March 11, 2023, at the intersection of Tamiami Trail E and St. Andrews Blvd. *See the newspaper article **Attachment A**.*

### C. Structure of County Government

Chair Branco received email notification regarding a proposal by Commissioner Saunders to change the structure of Collier County Government.

- The question proposed is whether the County should continue as a “single member district” government, with each Commissioner representing a specific geographic area, or convert to a “County-wide” government, with Commissioners being elected by County residents as a whole.
- The request, scheduled for the February 27, 2024, Board of County Commissioners (BCC) Agenda, is to create a study committee to evaluate the positives and negatives and report their findings back to the Board.
- The change may require a referendum, a direct vote by citizens registered in Collier County, to institute the new policy.

Committee discussions ensued pertaining to the proposal.

## VI. Contractor Reports

**Mr. McGee** summarized the January reports, observations made 2/1/2024.

*(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 Areas –

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.
  - Valley Stream Circle, Median #13, fourteen (14) months: suitable Purple Trumpet has been unavailable.
  - Baltusrol Sign area, eleven (11) months: irrigation was unavailable before and during Hibiscus GC shutdown, now recently replumbed and rerouted for use.

### Comments

#### Mr. McGee

- Bougainvillea plantings, treated for caterpillars, should continue to be monitored for infestation.
- Median #4: Remove Foxtail Palm tree with Ganoderma fungus, flush cut stump and replace with like kind.

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- Median #12: Solicit cost proposal to replace nine (9) Bougainvillea plants, four (4) Firebush and two (2) double Alexander Foxtail Palms damaged by an auto accident at 407 Forest Hills Boulevard.
- Median #13: The purple Trumpet tree needs to be replaced.
- Baltusrol Signs: Irrigation coverage has been repaired: area should be replanted.
- Doral Circle: Replace Tabebuia tree with two (2) 'Golden Trumpet Trees.'

### Comments

#### Mr. Schumacher

- A & M Property Maintenance will investigate the availability and replacement of the Purple Trumpet Tree on Valley Stream Circle and Golden Trumpet Trees on Doral Circle.
- Mulch
  - A sample of the new version of red specialty mulch from Forestry Resources was applied to landscaping and approved for community use by Chair Branco.
  - The cost of the red mulch is higher than County Brown mulch.
  - Multiple pallets will be ordered for application in the community.
- Entryway Monument and Doral Circle Plantings
  - SLS has been unable to locate the plant specified by McGee & Associates for area planting.
  - Mulching the area until the summer seasonal flower planting occurs could be considered.
- In 2023 the Committee selected a *Summer Annual Planting Scheme for Median #1 on St. Andrews Boulevard and Doral Circle* consisting of a lavender and deep pink mix of Pentas and yellow Purslane.

*Mr. Schumacher will email members McGee & Associates proposed planting scheme for FY-24 and include the topic on the March Agenda.*

- Status of Quotes
  - Approved
    1. Median #9: Two (2) double Alexander Foxtail palms to fill in gaps caused by removal of Washingtonia Palms.
    2. Median #12: Eco turf application.
    3. Median #14: Holly tree replacement at 108 Pebble Beach Boulevard.
  - Pending Review
    1. Median #4: Removal of Foxtail Palm tree with Ganoderma fungus, flush cut stump and replace with like kind.
  - Resubmission
    1. Baltusrol Signs: Outbound side – Replace Perennial Peanut with forty-five (45) orange flowered Bulbine 'Hallmark.'

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

**Mr. Yzaguirre** reported:

- Quotes requested have been submitted.
- Work specified for approved quotes should be completed by the next regularly scheduled meeting.
- A quote for the Trumpet tree will be submitted, pending availability.

**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 15, 2024, prepared February 7, 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. Forestry Resources – Mulch
  4. FPL – Electricity
  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. 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 \$315,834 budgeted, \$160,966 is committed to existing Purchase Orders and \$65,467 is expended, leaving the remainder of \$89,399 available within budget for additional operating expenses as needed.
  - e. Line 26, County Overhead – Of the \$76,800 budgeted, \$9,332 has been transferred and a balance of \$67,468 remains for transfer.  
(PTNE Staff & Overhead, Property Appraiser, & Tax Collector)
  - f. Line 28, Capital Projects – A balance of \$278,000 remains for improvement projects.
  - g. Line 30, Capital Reserves - \$150,000 is reserved for catastrophic events.
  - h. Line 31, All Expenses – Of \$820,634 budgeted, \$160,966 is committed in existing Purchase Orders, \$74,799 has been expended, leaving the remainder of \$584,867 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 by the Lely Golf Estates Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

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**Mr. Schumacher** noted:

- Once all invoices for SLS are processed their Purchase Orders will be closed. Unexpended funds will be available under All Expenses in the FY-24 budget.
- McGee & Associates FY-23 unexpended funds were carried over to FY-24.
- Repairs to the sign monument will be funded as a Capital Project.
- The Ad Valorem taxable value increased 12.98% for fiscal year 2023 over 2024 generating additional revenue of \$46,809.
- The millage rate, currently 2.00, will be evaluated during the budget process commencing in April 2024.

### FY-25 Budget Process

- The budget planning process for 2025 commences in March and concludes in July.
- The initial *Asset Management Plan* report to estimate life expectancies of MSTU assets and corresponding expenditure projections to fund maintenance will be reviewed and updated during the planning process.
- The millage of 2.00 per \$1,000 of Ad Valorem taxable value will be reviewed.
- The Fiscal Year 2025 budget is effective October 1, 2024.

### **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 February 1, 2024, report indicated no outages.
- All lamp poles are now fitted with Lumec-brand LED replacements.
- Three (3) replacement lamps remain in inventory.

### **Comments**

#### Chair Branco

- The report should reference the downed light pole on Pebble Beach Blvd. as an outage to be addressed.

#### Mr. Schumacher

- Simmonds Electrical of Naples submitted proposal #2416695, dated February 2, 2024, to furnish and install a fifteen (15) foot Lumec pole with two (2) LED light fixture in the amount of \$12,031.02 at 180 Pebble Beach Blvd. Estimate is per County contract 23-8074.
- The Lumec specifications will be compared to the retrofit lamps in the community and the ability to program the brightness of the light will be determined.
- The light lumens of the replacement pole lamps should be consistent with existing lamps.
- Simmonds Electrical will test the component parts recovered from the accident to determine if they are in working order.
- The Purchase Order for Simmonds Electrical of Naples was increased to fund the lamp pole replacement on Pebble Beach Blvd.
- The County Risk Management Division will request an accident report from the Sheriff's Office.

### **C. Projects – Completed and Active**

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

## MINUTES

- The renovation of the two (2) Entrance Monument Signs, completed by NR Contractors on June 23, 2023, in accordance with the County contract, will be moved to the Active category pending completion of landscaping, lighting, and painting of the outer bands.

### VIII. Ongoing Business

#### A. St. Andrews Entryway Monuments Refurbishment

Mr. Schumacher reported:

##### Exit Side Crash Repair

- A Request for Quote (RFQ) has been distributed to six (6) contractors. Quotes, due February 26, 2024, will be presented at the March meeting.
- A Sheriff's report has been requested from the Risk Management Division to file an insurance claim.

##### Inner Copy Bands

- The backing for both entryway monument signs outer bands will be painted.
- A quote from a County contractor will be presented at the March meeting.

#### B. Traffic Signage – Ownership and Damage Repairs

Mr. Schumacher reported:

##### Transfer of Decorative Traffic Signs to the MSTU

- Efforts to transfer ownership of existing decorative traffic signs from the Lely Civic Assn to the MSTU are ongoing.
- The recorded easements have been located and are acceptable to the County.
- An Executive Summary will be prepared for submission to the Board of County Commissioners (BCC) on approval of the Lely Civic Association covenants from the County Attorney.
- Approval by the Board of County Commissioners (BCC) is required to proceed with the transfer.
- The transfer will be at no cost to the MSTU.

#### C. Traffic Calming

Mr. Schumacher reported:

##### Roundabout

- A roundabout on St. Andrews Boulevard at the intersection of Pebble Beach Circle and Pine Valley Circle or the intersection of Hidden Valley Drive and Valley Stream Circle on St Andrews Blvd. should be considered. The purpose would be to reduce vehicle speed in the area and the construction would conform to FDOT specifications.
- An aerial PDF highlighting the location options for a roundabout was forwarded to the Traffic Operations Division for a determination on the feasibility.
- An engineering firm would be required to produce a conceptual design, in conformance with FDOT specifications, and provide a construction cost estimate for the project.

Discussion ensued regarding the requirements and cost to plan and construct a roundabout on St Andrews Blvd. A response from the Traffic Operations division is anticipated for the March MSTU meeting.

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Community Signs Lighting

- 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 submitted an equipment-only quote of \$405 per fixture, excluding freight.
- A Request for Quote will be solicited from Simmonds Electrical to provide both equipment & installation, complete.

**D. Pending Items**

The Pebble Beach Boulevard Lamp Pole, community mulch and landscaping at Valley Stream Circle and Baltusrol areas were discussed as part of related Agenda items above.

**IX. New Business**

None

**X. Committee Member Comments**

None

**XI. Public Comments**

None

**XII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:47 P.M.*

**LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE**

  
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**Tony Branco, Chair**

These Minutes were approved by the Committee on 3/21, 2024 as presented \_\_\_ or as amended .

<https://www.collierptne.com/wp-content/uploads/2021/01/Agenda-Backup-Lely-2-15-24-Optimized.pdf>

**NEXT MEETING:**

**MARCH 21, 2024**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542