



GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

Minutes APRIL 16, 2026

I. Call to Order

The meeting was called to order at 2:00 P.M. Roll call was taken, and a quorum of four was established.

II. Attendance

Committee Members: Kathleen Dammert, Vice Chair; Michael Mann; Lisa McGarity; Dimitra Arneson; Open Seat

County Staff: Ellen Sheffey, Interim Director, PTNE (Excused); Jeffrey Felger, Project Manager, PTNE; Rosio Garcia, Operations Analyst, PTNE

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

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 4 - 0.

IV. Approval of Minutes – March 19, 2026

Ms. McGarity moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of March 19, 2026 as presented. Second by Mr. Mann Carried unanimously 4 – 0.

V. Chair's Report

Summary reports will commence pending the election of a Committee Chairperson.

VI. Contractor Reports

A. Landscape Maintenance

Mr. Yzaguirre reported:

- Community landscape maintenance is going well.
- Bougainvillea shrubs were treated with copper-based fungicide.
- Xanadu plants with general fungicide were sprayed.
- Remainder of debris and trash behind the Podocarpus hedge on the west ROW and Rattlesnake Hammock Road will be removed.
- Irrigation heads on St. Andrews Blvd. Median #1 were adjusted.
- The irrigation pump is functioning as intended.
- A Tabebuia Rosea and two white Geiger trees will be purchased for the Doral Circle entrance median and installed during the rainy season.
- Proposal requests for items noted in McGee & Associates report were submitted.

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

Mr. McGee summarized the April 2, 2026, observation report.

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

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.

Mr. McGee noted the Observation Report has been reformatted into two sections as follows:

- Items to be Addressed Monthly – remedial action to be taken by next monthly meeting.
- Items to be Addressed Quarterly – action to be taken within first – fourth quarters.

All Locations

- Replacement items under contractor warranty are noted in purple.
- Herbicide Spray with color tracer dye in the mix is recommended.

St. Andrews Blvd. & US 41

Quarterly

- Area to east side of monument between the sign wall and Pandanus tree needs refurbishing. Recommend removal of Ixora shrubs, extension of existing dwarf variegated Schefflera shrubs and fill in with Blueberry Flax Lilies.
- Remove dwarf Bougainvillea and replant the bed with pink Muhly grass.
- Remove and replace two dead Juniper Parsonii plants on the east side of the shopping center driveway.
- Spray outbound area north, at the shopping center entry, to kill existing vegetation, remove top three inches of vegetation and soil and plant St. Augustine 'Floritam' sod.

St. Andrews Blvd.

Monthly

- Median #4: remove Asparagus fern from Juniper shrubs.
- Median #10: spray volunteer Perennial Peanut plants.

Quarterly

- Median #8: Recommend consideration be given to replanting the Bougainvillea area.

Valley Stream Circle

Monthly

- Median #13: Remove straps from Bougainvillea shrubs; keep the anchors.

Quarterly

- Median #13: Replace Purple Trumpet tree.

Pebble Beach Blvd.

Quarterly

- Median # 17
 - Replace dead Holly tree with Muskogee Crape Myrtle (under warranty).

MINUTES

- Recommend the Committee members discuss renovation of the north and south ends of the median due to decline of Bougainvillea shrubs.
 - Fertilize Bougainvillea in July.
- Median #18: Replace declining Bougainvillea during the rainy season.

Baltusrol Signs

Monthly

- Recommend both sign walls and stone be cleaned.
- Prune outbound sign Philodendron plant foliage away from the sign monument and clean the wall top immediately to remove standing algae and/or mold.

Thornerest Lane and Briarcliff Lane

Quarterly

- Recommend renovation of cul-de-sacs during the 2026 rainy season.

Doral Circle

Monthly

- Median#23:
 - Treat ant mound along curbing.

Quarterly

- Median #23: Install one Tabebuia tree, pink flower variety.

Baltusrol Sign Renovation

Laura Mann reported that the Baltusrol signs need to be power washed and painted. She volunteered to paint the signs and requested the approved colors be provided to her.

The Committee also noted one of the monument's solar lights is not functioning and should be replaced.

Mr. Felger will determine if the Monument area is recorded in the Doral Circle Right of Way easement and hence, an MSTU maintenance responsibility. He will report his findings at the next meeting, and a decision will be made about refurbishing the two signs.

VII. Project Managers Report

A. Election of Officers 2026-2027

Mr. Felger reported in accordance with the Ordinance Bylaws, the Advisory Committee must elect a Chairperson and Vice Chairperson annually.

Nominations for Chair

Ms. McGarity nominated Michael Mann for the position of Chair of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Arneson. Carried unanimously 4 – 0.

Nominations were closed and no others were tendered. Mr. Mann assumed the Chair.

Nominations for Vice Chair

Ms. McGarity nominated Kathleen Dammert for the position of Vice Chair of the Lely Golf Estates Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Mr. Mann. Carried unanimously 4 – 0.

MINUTES

Nominations were closed and no others were tendered. Ms. Dammert retained her position as Vice Chair.

B. Budget Report

Lely Golf Estates MSTU Fund 1620 Budget for April 16, 2026, prepared April 14, 2026.

(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. Felger presented an overview of the budget highlighting:

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. Agricultural Services International – Irrigation services
3. Collier County PUD – Water
4. Contemporary Controls & Communications, Inc. – Irrigation system
5. FPL – Electricity
6. Howard Fertilizer & Chemical Co.- Fertilizer
7. McGee & Associates – Landscape Architecture
8. Naples Electric Motor Works – Pump station maintenance.
9. Premier Staffing – Transcription Services
10. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
11. Simmonds Electrical – Electrical Maintenance and LED Fixtures
12. SiteOne Landscape Supply – Irrigation Parts & Pumps
13. Southeast Spreading - Mulch
14. Tree Scaping of Naples – Tree Pruning and Removal

Budget Summary

1. Line 1, Revenue – Millage assessed and Interest totals \$457,200, an increase of \$24,500 over FY 24.
2. Line 2, Carry Forward – Unexpended Prior Year (2025) Funds total \$755,459.
3. Line 3, Revenue Total – Of the \$1,212,659 (Millage Assessed and FY-25 Carry Forward), \$426,347 in tax revenue has been credited and \$30,872 remains for collection.
4. Line 24, Operating Expense – Of the \$370,659 budgeted, \$158,563 is committed to existing Purchase Orders and \$37,767 is expended, leaving the remainder of \$74,329 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$81,400 budgeted, \$79,858 has been expended leaving a remainder of \$1,541 for transfer (PTNE Staff & support, Property Appraiser & Tax Collector).
6. Line 30, Capital Projects – A balance of \$610,600 remains for improvement projects.
7. Line 32, Capital Reserves - \$150,00 is budgeted for insurance due to catastrophic events.
8. Line 33, All Expenses – Of the \$1,212,659 budgeted, \$158,563 remains committed to existing Purchase Orders and \$217,626 has been expended leaving \$836,570 available within budget for additional expenses as needed.

General

1. The Fiscal Year 2026 budget is effective October 1, 2025.
2. MSTU Tax Rate: 2.0000 Mills is for beautification improvements and maintenance within the taxing district.

MINUTES

3. The Ad Valorem taxable value increased 5.42% for fiscal year 2025 over 2024 generating additional revenue of \$24,500.
4. The Office of Budget Management assumes 5% of the millage assessed will be delinquent and factors the assumption into the budget.
5. The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2027 planning process.
6. 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. Felger noted:

- An Executive Summary will be submitted to the Board of County Commissioners to request a Budget Amendment to transfer funds from Capital Projects to Other Contractual to fund the Street Signage Project.
- A Purchase Order has been requested for Contemporary Controls & Communications for the conversion of the MSTU's irrigation system from HydroPoint to Motorola™.
- The budget process for Fiscal Year 2027 will commence in April, 2026. The Office of Budget Management has been informed the millage rate will remain neutral at 2.000 per \$1,000 of assessed value.

C. Lighting Inspection 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).

- Three single luminaires are out on St. Andrews Boulevard.

D. Radar Speed Sign Report

Two 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) is not functioning as intended.
- Radar 2 (255 Saint Andrews Blvd):
 1. March 1, 2026 to March 31, 2026: The report recorded 71,468 vehicles for an average of 2,305 per day. The average speed was between 26 and 35 mph with a maximum speed of 66 to 70 mph.

VIII. Ongoing Business

Mr. Felger reported:

A. Traffic Logix

- The Purchase Order for four Evolution 12 Solar Powered Radar Signs was submitted to the Traffic Logix Corporation.
- Shipping confirmation is pending and an installation date will be scheduled upon receipt of the product.
- Placement of Radar Sign 1, northbound on St. Andrews Boulevard, will be reviewed at time of installation.

Ms. McGarity requested she be present during installation to ensure signage is placed in the locations determined by the Committee.

MINUTES

B. Entryway Landscaping

St. Andrews Boulevard and US 41

Mr. McGee, McGee & Associates, presented *Lely Sign Monuments Landscape Concept* for the community entrance and exit on St. Andrews Boulevard.

The plant library list includes Jatropha trees, Bird of Paradise, Japanese Blueberry, Dwarf Schefflera, Blueberry Flax Lilies, Ixora shrubs, Clusia, flowering shrubs and seasonal annuals.

A landscape Bid Tabulation Opinion of Cost, excluding the Clusia, was submitted in the amount of \$8,037.50. All plants and plantings will be warrantied for ninety days from accepted installation.

Doral Circle Entrance

Mr. Felger distributed a plan for the renovation of the Doral Circle entrance.

- The plan depicts flowering plants and shrubs encircling three flags (USA, State of Florida and Collier County).
- McGee & Associates can create a design for renovation of the area based on the concept provided.
- The Members were enthusiastic about the design.
- The Traffic Operations Division will be contacted to evaluate options for signage to identify the Doral Circle entrance on Rattlesnake Hammock Road and US 41.

C. Roadway Signs

- Street signage will be installed on roadways within the Lely MSTU boundaries.
- Signposts will conform to the Florida Department of Transportation (FDOT) standards.
- Lykins Signtek submitted proposal number 101659, dated March 22, 2026, in the amount of \$34,613.00 for Phase III replacement of decorative signs within the Lely MSTU.
- Proposals for Phases I and II were approved by the Committee at the February 12, 2026, meeting.
- Total project cost is \$84,508. Installation will be undertaken consecutively in the sequence noted:
 - Phase I - Doral Circle, proposal number 101390, \$20,650.
 - Phase II - St. Andrews, Pebble Beach and Forest Hills Boulevards, Big Springs Drive and Thorncrest Lane, proposal number 101378, \$29,245.
 - Phase III – Remaining signs within the community, proposal number 101659, \$34,613.
- The Pelican Bay Contract will be utilized to enable a streamlined project.

IX. New Business

Mr. Felger reported:

A. Fertilization

Based on Soil Analysis performed by Waters Agricultural Laboratories, Inc. (Nutrien), McGee & Associates has revised the fertilization essential applications to ensure the soil is healthy. The recommended schedule was provided to A & M Property Maintenance.

B. Pesticides

A & M Property Maintenance applied pesticide to eradicate insects on plantings.

MINUTES

C. Doral Circle Entrance Lights

A vehicular accident demolished lights at the front entrance. Two Dabmar D9402-L25-50k BZ light fixtures with supporting PermaPosts® will be installed upon procurement of the fixtures.

D. FPL Entryway Light Option

FPL is submitting an option for lamp replacements on St. Andrews Boulevard.

E. Entryway Lighting

- A quote has been requested from Simmonds Electrical, Inc. to replace the lamp outages.
- Alternative lamp fixtures, compatible aesthetically with the current fixtures, available for immediate delivery and installation, will be submitted for consideration.

F. Quotes

Mr. Mann motioned to approve Lykins Signtek's proposal number 101659, dated March 22, 2026, in the amount of \$34,613.00, for replacement of decorative street signs within the Lely MSTU. Second by Ms. McGarity. Carried unanimously 4 – 0.

X. Committee Member and Staff Comments

The Lantern Club, LLC. is surveying and documenting inventory of their trees which have been tagged with pink ribbons. Residents should notify the appropriate parties if any trees tagged are MSTU property.

Mr. Mann asked if anyone had knowledge of recently damaged palm trees in the area and the contractors present noted they were unaware of the situation. He noted the information requested was a response to an insurance company inquiry submitted to the Homeowners Association.

XI. Public Comments

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:05 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Michael Mann, Chair

These Minutes were approved by the Committee on 5/21, 2026 as presented X or as amended ____.

Lely Golf Estates Beautification MSTU/CollierPTNE

NEXT MEETING:

MAY 21, 2026 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542