



GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

Minutes MAY 21, 2026

I. Call to Order

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

II. Attendance

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

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

Contractors: Mike McGee, Landscape Architect, McGee & Associates; Armando Yzaguirre, A & M Property Maintenance (Excused); 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 – April 16, 2026

Vice Chair Dammert moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of April 16, 2026, as presented. Second by Ms. McGarity. Carried unanimously 4 – 0.

V. Chair's Report

Chair reports will commence in June, 2026.

VI. Contractor Reports

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

Mr. McGee summarized the May 7, 2026, observation report.

(The full reports are included in the distributed Agenda meeting packet, 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

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.
- Almost all Bougainvillea plantings are infested with caterpillar insects damaging the foliage. A spray application should occur as soon as possible and continue on a regular basis as needed to prevent the plants from being totally defoliated.
- Spider mite insect damage was observed on the Juniper plants on the shopping center side of the sidewalk along the inbound side. All Juniper plants during the dry season should be treated for spider mites.
- Spray Ixoras.
- Prune dead material from yellow Iris.
- Replenish mulch as needed.

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).

Baltusrol Signs

Monthly

- Prune outbound sign Philodendron plant foliage away from the monument.

Thorncrest Lane and Briarcliff Lane

Quarterly

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

Doral Circle

Quarterly

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

B. Landscape Maintenance

Mr. Yzaguirre will report on maintenance at the June meeting.

VII. Project Managers Report

A. Budget Report

Lely Golf Estates MSTU Fund 1620 Budget for May 21, 2026, prepared May 19, 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).

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. Setpoint Automation – Pump station services.
11. Sight N Sound, dba Naples Christmas Lighting – Holiday decorations.
12. Simmonds Electrical – Electrical Maintenance and LED Fixtures.
13. SiteOne Landscape Supply – Irrigation parts & pumps.
14. Southeast Spreading – Mulch.
15. Traffic Logix – EV12 Radar signs.
16. 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), \$447,712 in tax revenue has been credited and \$9,487 remains for collection.
4. Line 24, Operating Expense – Of the \$455,659 budgeted, \$125,931 is committed to existing Purchase Orders and \$171,568 is expended, leaving the remainder of \$158,159 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$81,400 budgeted, \$80,174 has been expended leaving a remainder of \$1,225 for transfer (PTNE Staff & support, Property Appraiser & Tax Collector).
6. Line 30, Capital Projects – A balance of \$525,600 remains for improvement projects.
7. Line 32, Capital Reserves - \$150,000 is budgeted for insurance due to catastrophic events.
8. Line 33, All Expenses – Of the \$1,212,659 budgeted, \$125,931 remains committed to existing Purchase Orders and \$251,742 has been expended leaving \$834,984 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.
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.

MINUTES

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:

- The Board of County Commissioners approved a Budget Amendment to transfer \$100,000 in funds from Capital Projects to Other Contractual to fund the Street and Traffic Signage Project.
- A Purchase Order was issued to Setpoint Automation for pump station maintenance.
- The budget process for Fiscal Year 2027 commenced 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.

B. 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).

- St. Andrews Boulevard: three single luminaire lights and one entrance sign light are out.
- Pebble Beach Boulevard: one single luminaire is out.
- Doral Circle: two entrance sign lights were replaced.

C. 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)

- April 1, 2026 to April 30, 2026: The report recorded 25,094 vehicles for an average of 836 per day. The average speed was between 21 and 35 mph with a maximum speed of 45 mph.
- May 15, 2026 to May 18, 2026: The report recorded 447 vehicles for an average of 112 per day. The average speed was between 21 and 35 mph with a maximum speed of 45 mph.

Radar 2 (255 Saint Andrews Blvd)

- April 1, 2026, to April 30, 2026: The report recorded 65,672 vehicles for an average of 2,189 per day. The average speed was between 35 mph with a maximum speed of 45 mph.
- May 15, 2026 to May 18, 2026: The report recorded 4423 vehicles for an average of 294 per day. The average speed was between 26 and 35 mph with a maximum speed of 45 mph.

VIII. Ongoing Business

Mr. Felger reported:

A. Traffic Logix

- Two EV12, solar powered radar signs were installed on St. Andrews Boulevard.
- Two signs will be installed on Forest Hills Boulevard between Augusta and Pebble Beach Boulevards (north and south).
- Location of the sign currently installed at 110 St. Andrews Boulevard, and installation of the two signs for Forest Hills Boulevard, will be reviewed with Members.

MINUTES

B. Entryway Landscaping

St. Andrews Boulevard and US 41

A & M Property Maintenance submitted proposals to landscape the entrance to the community in accordance with McGee & Associates design specifications.

C. Roadway Signs

- Paperwork to finalize the decorative signage project with Lykins-Signtek, Inc. has been submitted to the Procurement Division.
- The signage will be installed on roadways within the Lely MSTU boundaries.
- Signposts will conform to the Florida Department of Transportation (FDOT) standards.
- The Pelican Bay Contract will be utilized to enable a streamlined project.

D. Fertilization

Based on specifications provided by McGee & Associates, A & M applied fertilizer to median plantings.

E. Pesticides

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

F. Doral Flag Option

Doral Circle Entrance

Mr. McGee provided a design plan previously considered for the renovation of the Doral Circle entrance.

- The Traffic Operations Division noted the Doral Circle entrance on Rattlesnake Hammock Road and US 41 does not qualify for signage as the vehicle traffic count is insufficient and it is not a “through” street.
- The easement depicted in the design identifies a site triangle which cannot be landscaped.

G. Doral Circle Lights

- A vehicular accident demolished lights at the front entrance.
- Simmonds Electrical Inc. will install two Dabmar D9402-L25-50k BZ light fixtures with supporting PermaPosts® upon procurement of the fixtures.

IX. New Business

Mr. Felger reported:

A. Entryway Lighting

Simmond Electrical of Naples, Inc. submitted Quote, No. 2617266, dated April 30, 2026, in the amount of \$69,680.60 to furnish and install eleven Wisconsin Lighting Lab, Inc. (WiLL) light poles and fixtures on Saint Andrews Boulevard. Existing concrete light pole foundations, wiring from electrical panel to light pole handhole, and existing fuse holders will be used. Poles are Category 5 hurricane rated.

Ms. McGarity motioned to approve Quote No. 2617266, dated April 30, 2026, in the amount of \$69,680.60, for purchase and installation of eleven Wisconsin Lighting light poles and fixtures on St. Andrews Boulevard. Second by Ms. Arneson. Carried unanimously 4 – 0.

B. Meeting with Golf Course Owner

An on-site meeting was held with Clay Winfield, (WBDC, Inc). manager of The Lantern Club LLC. to discuss the Clubs design ideas for landscaping the easement area at the entrance to Doral Circle.

MINUTES

The MSTU and The Lantern Club will work together to ensure a homogeneous landscape and presentation.

C. Pinehurst Entry Signs

- Laura Mann submitted two painting schemes for refurbishment of the entry signs.
- The Committee selected the design with the green background, white graphics, and tan top border.
- A quote will be requested from A & M Property Maintenance to paint the signs.

D. Pinehurst Entry Landscaping

Mr. Felger will request The Lantern Club remove overgrown shrubs and install sod to provide for sign visibility on both sides.

E. Roadway Median Numbering

- Bullnose Painting, contracted by The Road Maintenance Department, painted numbers in black, on the St. Andrews Boulevard medians.
- A quote has been solicited from Service Contracting Solutions (SCS) to paint median numbers on Pebble Beach and Forest Hills Boulevards followed by numbering on all medians for continuity.

F. Landscaping Estimates

Quotes

A & M Property Maintenance submitted quotes to landscape various locations within the Lely community.

1. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1770, dated April 16, 2026, in the amount of \$668.50, to remove and replace landscape material on the inbound right of way (east side) of St. Andrews Boulevard. Second by Ms. Arneson. Carried unanimously 4 - 0.*
2. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1774, dated April 16, 2026, in the amount of \$1,710.00, to landscape the outbound Right of Way (west side) on St. Andrews Boulevard. Second by Ms. Arneson. Carried unanimously 4 - 0.*
3. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1777, dated April 16, 2026, in the amount of \$1,157.50, to landscape Pebble Beach Boulevard Golf Cart Crossing. Second by Ms. Arneson. Carried unanimously 4 - 0.*
4. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1779, dated April 16, 2026, in the amount of \$4,588.75, to landscape Pebble Beach Boulevard Golf Cart Crossing Median No. 23. Second by Ms. Arneson. Carried unanimously 4 - 0.*
5. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1784, dated April 30, 2026, in the amount of \$8,635.85, to remove and replace landscape material at St. Andrews and & US 41 East sign monuments, in accordance with McGee & Associates design. Second by Ms. Arneson. Carried unanimously 4 - 0.*

MINUTES

6. *Ms. McGarity motioned to approve A & M Property Maintenance's Estimate No. 1785, dated May 1, 2026, in the amount of \$1,222.50, to pressure wash and paint the Pinehurst Circle sign. Second by Ms. Arneson. Carried unanimously 4 - 0.*

Lighting

Mr. Felger will order installation of an additional solar light panel for the outbound side.

X. Committee Member and Staff Comments

Ms. Arneson expressed her gratitude for researching signage options to direct traffic into Doral Circle.

XI. Public Comments

None

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned. at 2:48 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Michael Mann, Chair

These Minutes were approved by the Committee on 6/18, 2026 as presented X or as amended ____.

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

NEXT MEETING:

JUNE 18, 2026 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY PARKWAY
NAPLES, FL 34113
7239.252.7542