



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

August 21, 2025

I. Call to Order

The meeting was called to order at 2:10 P.M. Roll call was taken, and a quorum of four was established.

II. Attendance

Committee Members: Kathleen Dammert, Vice Chair; Linda Jorgensen (Excused), Michael Mann, Lisa McGarity, Dimitra Arneson

County Staff: Ellen Sheffey, Acting Director, PTNE (Excused); Dan Schumacher, Project Manager, PTNE Division; Rosio Garcia, Operations Analyst, PTNE Division; Keyla Castro, Operations Support Specialist, PTNE

Contractors: Mike McGee, Landscape Architect, McGee & Associates; Wendy Warren, Premier Staffing

Guests: Pat McCabe, Resident

III. Approval of Agenda

Ms. McGarity moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee as amended:

Add: Item IX. A. -Holiday Décor Lighting.

Second by Mr. Mann. Carried unanimously 4 - 0.

IV. Approval of Minutes – July 17, 2025

Vice Chair Dammert moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of July 17, 2025, as amended:

Page 7, Item X – Committee Member Comments, Doral Sign Light Replacement, from “...

(Mr. Schumacher thanked Mr. Mann for replacing the sign light on the entry side at Doral Circle and will confirm it is functioning properly.) ...,” to ... Pinehurst Sign Light Replacement...

Mr. Schumacher thanked Mr. Mann for replacing the sign light on the entry side at Pinehurst Circle and will confirm it is functioning properly). Second by Mr. Mann. Carried unanimously 4 - 0.

V. Chair’s Report

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

VI. Contractor Reports

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

Mr. McGee summarized the August 7, 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

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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 reported:

All Locations

Recommend herbicide spraying use a color tracer dye in the mix.

St. Andrews Blvd. & US 41

- Remove palm tree volunteers in Ixora shrubs in front of the sign.
- Replace dead Pentas at community entrance.
- The third large Royal Palm within the shopping center plantings appears to have been struck by lightning. Recommend replacement with an 8-foot clear trunk Royal palm.

St. Andrews Blvd.

- Median #1:
 - Fill in missing Pentas annual flowers.
- Median #8
 - Replace defoliated dwarf Bougainvillea 'Helen Johnson.'
- Median #10:
 - Based on a review requested by the Committee, recommend renovation of the median planted as follows:
 - (22) Dwarf Bougainvillea (East)
 - (15) Dwarf Bougainvillea (West)
 - (68) Orange Bulbine in place of Perennial Peanut.

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 inventory will be provided after the area has been cleaned up.
 - One double Alexander palm with ten-foot clear trunk should be planted.

Valley Stream Circle

- Reinstall two new Duckbill tree anchor cables.
- Treat tree to kill the Carpenter ants in the lower main trunk branch.
- Fill in missing Plumbago shrubs.
- Recommend replacement of purple Trumpet tree damaged during a storm.

Pebble Beach Boulevard

- Medians #14 and #15
 - Perennial Peanuts replacements noted.
- Medians #16, #18, and #19
 - Replace Perennial Peanut plants with Yellow Bulbine plants.
- Medians #17 and #18
 - Replace missing or declined Bougainvillea 'Helen Johnson' plants.

Pebble Beach Boulevard Golf Cart Crossing

- Replace twenty Spider Lily plants.

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Thorncrest, Briarcliff and Heather Grove Lanes

- Cul-de-sacs #20, #21, and #22
- Fill in Dwarf Bougainvillea 'Helen Johnson' shrubs.
- Bougainvillea shrub replacements should be planted four or five feet back from the curb to protect plants from vehicular damage.

Doral Circle

- West ROW & Rattlesnake Hammock Road: Remove snake plants and other plantings from Podocarpus hedge.
- Replace ten dead/missing white African Iris.
- Median#23:
 - Replace four Ixoras shrubs in decline.
 - Plant two white Geiger trees at variegated ginger locations.

Treasure Point Cul-de-sac

- Median #24: Remove volunteer strangler fig vines from within Sabal palm trunks.

Irrigation

- The Valley Stream Circle irrigation water meter was not accessible to verify usage. Service and cleaning should be scheduled.

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

Mr. Schumacher reported:

- Routine maintenance is being performed as scheduled.

Committee members noted mulch run-off, impeding storm drainage in prior years, has not occurred this year.

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 August 21, 2025, prepared August 1, 2025.

Mr. Schumacher 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. FPL – Electricity
5. Howard Fertilizer & Chemical Co.- Fertilizer
6. McGee & Associates – Landscape Architecture
7. Naples Electric Motor Works – Irrigation Pump Repairs
8. Premier Staffing – Transcription Services
9. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
10. Simmonds Electrical – Electrical Maintenance and LED Fixtures

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11. SiteOne Landscape Supply – Irrigation Parts & Pumps
12. Southeast Spreading - Mulch
13. Traffic Logix – Digital Solar Radar
14. Tree Scaping of Naples – Tree Pruning and Removal

- Budget Summary

1. Line 1, Revenues and Interest – Of the \$432,700 millage assessed, \$439,298 has been collected, a surplus of \$6,598.
2. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds total \$394,545.
3. All Revenues – Of the \$827,245 budgeted (millage assessed and FY-24 Carry Forward Funds), \$439,298 has been collected leaving an available balance of \$387,947 (the sum of lines 1 and 2) minus Expenditures.
4. Line 24, Operating Expense – Of the \$366,645 budgeted, \$89,486 is committed to existing Purchase Orders and \$218,099 is expended, leaving the remainder of \$59,059 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$80,000 budgeted, \$79,196 has been transferred, and a balance of \$804 remains for transfer (PTNE Staff & Overhead, Property Appraiser, & Tax Collector).
6. Line 30, Capital Projects – A balance of \$230,600 remains for improvement projects.
7. Line 32, Capital Reserves - \$150,000 is reserved for catastrophic events.
8. Line 33, All Expenses – Of the \$827,245 budgeted, \$89,486 is committed in existing Purchase Orders, \$297,295 has been expended, leaving the remainder of \$440,463 available for MSTU expenditures.
9. Line 34, FY-25 Budget Grand Total – Budgeted Revenues (Line 3) and All Expenses (Line 33) are equal and cancel-out, \$89,486 remains committed to existing Purchase Orders, collected Revenues exceed Expenses by \$142,003 and \$52,516 are Unexpended.

General

1. MSTU Tax Rate: 2.00 Mills is for beautification improvements and maintenance within the taxing district.
2. The Ad Valorem taxable value increased 5.42% for fiscal year 2025 over 2024 generating additional revenue of \$68,920.
3. 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.
- A & M Property Maintenance, Landscape Incidentals, for plant replacements has exceeded budget.
- Expenditures for Tree Scaping of Naples will increase upon receipt of outstanding invoices.
- AGRI Services completed maintenance service, including valve repairs, for the Warren Street Pump Station.
- Mulch applications exceeded the 2025 budget. Additional spreading of mulch, funded by the FY-26 budget will be undertaken in November/December.
- Simmonds Electrical: An entry will be added to Line 14, Lighting Maintenance, for the purchase and installation of sign lights for the Community Entrance and Doral Circle.
- Quotes for Holiday Decorations will be solicited from three vendors.

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- The Doral Sign renovation project will be debited from the Capital Projects category.

Fiscal Year 2026 Budget

- The FY-26 budget is effective October 1, 2025.
- Asset Management Plan assets and expenditure projections to fund maintenance will be updated for 2026.
- Funds not spent on FY-25 will be carried forward to FY-26.

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).

Mr. Schumacher reported:

August 7, 2025, Observation Report

- St. Andrews Blvd: three single luminaires, four entry and two exit sign lights are out.
- Doral Circle: two sign lights are out.
- All lamp poles are fitted with Lumec-brand LED replacements.

C. Radar Speed Report

Mr. Schumacher reported:

Radar Speed Sign Report

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*).

Daily vehicle report statistics from July 17, 2025, to August 15, 2025:

- Radar 1 (110 St Andrews Blvd) is not functioning correctly. The sign will be evaluated and repairs made.
- Radar 2 (255 Saint Andrews Blvd) recorded 47,558 vehicles for an average of 1,585 per day. The maximum speed was fifty-six to sixty (56-60) mph.
- The data indicated most vehicles were traveling between twenty-six (26) and thirty-five (35) mph. The speed limit is twenty-five (25).

Forest Hills Radar Sign

- **Mr. Schumacher** will request a quote for a Traffic Logix sign for Forest Hills Boulevard.

D. Committee Terms Expiring and Reapplications

Mr. Schumacher reported two seats, each for a four-year term, are available on the Lely Golf Estate Beautification MSTU Advisory Committee.

Ms. Jorgensen and Ms. McGarity are eligible to apply for reappointment. Ms. McGarity has applied.

Recommendation for Lisa Rice McGarity

Vice Chair Dammert moved to recommend the Board of County Commissioners appoint Lisa Rice McGarity to the Lely Golf Estates MSTU Advisory Committee. Second by Ms. Arneson. Motion carried unanimously 4 – 0.

The applicant recommended will be considered for appointment to the Advisory Committee by the Board of County Commissioners.

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Linda Rae Jorgensen

Ms. Jorgensen has indicated she will not apply for reappointment.

VIII. Ongoing Business

A. Traffic Signage

Mr. Schumacher reported:

- The Board of County Commissioners (BCC) approved the transfer of street and STOP signs to the MSTU in March 2025.
- The transfer, at no cost to the MSTU, includes:
 - Sixty-two signs on decorative poles (37 street 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).
- A sign inventory with specifications, types of repairs and a financial projection of cost, was requested by the Procurement Division.
- A Request for Quote was submitted to Lykins for assorted street signs, street name blades, and decorative bases.
- The project may have to go out to bid if the cost exceeds the threshold determined by the Procurement Division.
- Upon award, a Purchase Order (PO) will be issued and sign production and installation sequences planned.

Ms. McGarity noted that research revealed the STOP sign on Augusta Boulevard at the Forest Hills Boulevard intersection is not an MSTU asset.

B. Sign Lights

Mr. Schumacher reported:

- A total of fourteen LED light fixtures is required to replace existing corroded sign lights, five for each of the two monuments at St. Andrews Blvd and two for each side of the two-sided sign at Doral Circle.
- Simmonds Electrical of Naples, Inc. submitted quote number 2516947 in the amount of \$11,302.89 to furnish and install fourteen Dabmar bronze light fixtures with LED bulbs and PermaPosts to accommodate the new fixtures.
- The light fixtures are on order with Graybar. Simmonds Electrical bills the actual fixture cost plus a 15% mark up.

C. Entryway Lighting Circuits

Mr. Schumacher reported:

- Simmonds Electrical determined the electrical circuit(s) damaged by blown fuses caused the multiple light outages on St. Andrews Boulevard.
- Twenty-two Fuse Holders were ordered for eleven poles.
- A subsequent lighting failure revealed the breaker panel itself had subsequently failed as well.
- The breaker panel housed in the stainless-steel enclosure box has been repaired.
- Three Lumec lamps are not functioning and will be replaced.

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IX. New Business

A. Holiday Décor Lighting

St. Andrews Boulevard Entrance and Doral Circle

- A quote to install holiday decorations and lighting at the Lely MSTU entrances on Saint Andrews Boulevard and Doral Circle in November 2025 will be requested from Naples Christmas Lighting.
- The design will replicate the 2024 plan.

Forest Hills and Augusta Boulevards Sign

- Ms. McGarity volunteered to decorate the sign and donate a wreath.
- Information regarding the purchase of recommended lights will be submitted to Mr. Schumacher.

Committee discussion:

- Light outages were frequent in 2024.
- Suggest contract inclusions:
 - Specify frequency of weekly vendor checks to verify lights are functioning.
 - Detail response time for the vendor to restore the lights upon notification of malfunction.

Comments Mr. Schumacher

- The electrical outlets have ground fault interrupters (GFI's) which "trip" easily.
- The light equipment installed is new annually.
- He will research feasibility of inserting a "maintenance" clause, perhaps at an additional cost.

X. Committee Member Comments

None

XI. Public Comments

None

Mr. Schumacher reported that he is retiring at the end of September 2025. A successor will be announced at a later date.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:04 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Kathleen Dammert, Vice Chair

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

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

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NEXT MEETING:

SEPTEMBER 18, 2025 – 2:00 PM
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542