



GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road

Naples, FL 34104

Minutes

NOVEMBER 20, 2025

I. Call to Order

The meeting was called to order at 2:04 P.M. Roll call was taken, and a quorum of three were 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; Keyla Castro, Operations Support Specialist, PTNE (ZOOM)

Contractors: Armando Yzaguirre, A & M Property Maintenance; 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 VIII-C: Sign Easement Doral Circle.

Second by Vice Chair Dammert. Carried unanimously 4 - 0.

IV. Approval of Minutes – October 16, 2025

Vice Chair Dammert moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of the October 16, 2025, 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 Architect's Report – McGee & Associates (M&A)

Mr. McGee summarized the November 6, 2025, 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).

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

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7. Doral Circle
8. Rattlesnake Hammock Rd.

Mr. McGee reported:

All Locations

Areas highlighted in yellow indicate replacements are needed.
Herbicide Spray with color tracer dye in the mix is recommended.
Review pruning areas for mulch.
Remove volunteer plants in beds.
African Iris plants are exhibiting brown foliage, review irrigation coverage.

St. Andrews Blvd.

- Median #8: Recommend renovation of Bougainvillea planting area.
- Replace Yellow African Iris under warranty and mulch area.

Valley Stream Circle

- Median #13:
 - Reinstall Duck Bill cables and treat tree for Carpenter ants.
 - Recommend replacement of Plumbago shrubs.

Doral Circle

- East ROW: Treat Torpedo grass in Liriope plants at benches.
- West ROW & Rattlesnake Hammock Road
 - The soil elevation along the edge of the sidewalk washed away and needs to be replaced.
 - The Iris and Podocarpus beds need to be mulched.
 - Behind the Podocarpus hedge adjacent property plants need to be pruned back to fence and debris removed.
 - Remove volunteer plants from the Ficus hedge.
- Median#23:
 - Remove volunteer shrubs and weeds from Variegated Ginger plants.

Comments

Mr. Felger will be in contact with the Road Maintenance Division for an update on sidewalk repairs/replacement.

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

Mr. Yzaguirre reported:

- Routine maintenance is being performed as scheduled.
- The proposal for tree replacements was not approved. The quote will be resubmitted and trees planted upon completion of the irrigation system conversion.
- Quotes will be updated for replacement planting as recommended in McGee & Associates report.
- Seasonal planting schemes were installed on St. Andrews Median #1 and Doral Circle Median #23.
- Entryway plants should be replaced every four months to achieve a presentation which meets the Committee's expectations.

Mr. Yzaguirre recommended entryway plant schemes be approved several months prior to desired installation date(s) to ensure the plants species and colors selected by the Committee can be reserved.

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VII. Project Manager's Report – Jeffrey Felger

Mr. Felger reported:

A. Budget Report

Lely Golf Estates MSTU Fund 1620 Budget for November 20, 2025, prepared November 13, 2025.
(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. FPL – Electricity
5. Howard Fertilizer & Chemical Co.- Fertilizer
6. McGee & Associates – Landscape Architecture
7. Naples Electric Motor Works – Pump station maintenance.
8. Premier Staffing – Transcription Services
9. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
10. Simmonds Electrical – Electrical Maintenance and LED Fixtures
11. SiteOne Landscape Supply – Irrigation Parts & Pumps
12. Southeast Spreading - Mulch
13. 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 – A total of \$1,212,659 (Millage Assessed and FY-25 Carry Forward).
4. Line 24, Operating Expense – Of the \$370,659 budgeted, \$243,303 is committed to existing Purchase Orders and \$22,400 is expended, leaving the remainder of \$104,956 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$81,400 budgeted, \$873 has been transferred leaving a remainder of \$80,526 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, \$243,303 remains committed to existing Purchase Orders and \$23,273 has been Expended leaving \$946,082 available within budget for additional expenses as needed.

General

1. The Fiscal Year 2026 budget is effective October 1, 2025.
2. MSTU Tax Rate: 2.00 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.

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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:

- A Purchase Order has been requested for Contemporary Controls & Communications.
- Purchase Orders were issued for Howard Fertilizer and Southeast Spreading (mulch).
- Fertilizer will be applied in December in accordance with McGee & Associates schedule.
- Mulch will be installed at the beginning of January 2026.

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).

November 6, 2025 Observation Report

- St. Andrews Boulevard: three single luminaires are out.
- All lamp poles are fitted with Lumec-brand LED replacements.

C. Radar Speed Report

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*).

Vehicle Report Statistics

- Radar 1 (110 St Andrews Blvd) is not functioning as intended.
- Radar 2 (255 Saint Andrews Blvd):
 1. September 1, 2025 to September 30, 2025: The report recorded 46,491 vehicles for an average of 1,549 per day. The maximum speed was 71 to 75 mph.
 2. October 1, 2025, to October 31, 2025: The report recorded 56,510 vehicles for an average of 1,822 per day. The maximum speed was 56 to 60 mph.
 3. The data indicated most vehicles were traveling between 26 and 35 mph. The speed limit is 25 mph.

Committee discussion

- The Radar 1 (110 St. Andrews Boulevard) unit should be replaced.
- Two speed monitoring signs should be installed on Forest Hills Boulevard between Augusta and Pebble Beach Boulevards (north and south).
- Time of day recording feature option should be researched.

Mr. Felger will Request a Quote from Traffic Logix for four SafePace 100 speed monitoring signs.

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D. Committee Application

Mr. Felger reported one seat for a four-year term is available on the Committee and an application was received from Bonnie R. Karen.

The Committee will consider the application at the December meeting.

VIII. Ongoing Business

Mr. Felger reported:

A. Holiday Lighting

1. St. Andrews Boulevard Entrance and Doral Circle

- Naples Christmas Lighting, a division of Sight N Sound, installed holiday decorations and coaxial lights at the Lely MSTU entrances on Saint Andrews Boulevard and Doral Circle in November 2025.

2. Forest Hills Boulevard and Augusta Boulevard

Ms. McGarity will decorate the monument at Forest Hills and Augusta Boulevards with a 24-inch holiday wreath, garland, and colored solar lights.

B. Irrigation

- The Road Maintenance Division utilizes the Motorola™ system for irrigation for all County roadways.
- Conversion of the MSTU's irrigation system from HydroPoint to Motorola™ will provide continuity with the County equipment.
- A quote was requested from a Contemporary Controls & Communications, Inc. for the purchase and installation of the Motorola™ controller(s).

C. Sign Easement Doral Circle

Ms. McGarity recommended a community sign be constructed in the easement area on the northwest corner of Doral Circle and Rattlesnake Hammock Road.

- Documents identifying a maintenance easement granted to Lely Golf Estates by Nassif Golf Ventures LLC. were distributed to Committee members at the MSTU meeting on April 17, 2025.
- The *Entrance Monument Maintenance Easement*, at the northwest corner of on Doral Circle and Rattlesnake Hammock Road, was recorded on November 5, 1999.
- The MSTU funded and installed pavers, benches, and landscape features (assets) around 2011.
- Mr. Mann presented a copy of the County recorded easement document and reported the sign originally installed in the area, as reported in a publication of the community newsletter, was removed by the MSTU in 1991.
- Documentation further indicated County/MSTU utilities are located within the designated easement.
- Hibiscus GC has requested the Lely Golf Estates MSTU release their rights to the easement.
- The MSTU wants to retain the easement.

Mr. Felger will contact the County Attorney to ascertain the MSTU's right to use pertaining to the easement, seek guidance on structures and/or improvements which the MSTU can do in the area, and report his findings to the Committee at a future meeting.

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IX. New Business

Mr. Felger reported:

A. Perennial Peanut Plant Options

McGee & Associates recommended Perennial Peanut plants to be replaced with Bulbine plants.

B. Fertilization

A & M will apply fertilizer in accordance with McGee & Associates Schedule in December, 2025.

C. Light Outages

Simmond Electrical of Naples, Inc. provided a quote for Lumec LED driver replacement and installation of retrofit replacement fixtures on St. Andrews Boulevard.

D. Quotes

Mr. Felger presented the following quotes to the Committee for consideration:

A&M Property Maintenance, LLC

1. A & M Property Maintenance presented estimate #1720, dated November 19, 2025, in the amount of \$9,074.75 to remove Perennial Peanut from St. Andrews Boulevard and Pebble Beach Medians, specified in the proposal, and Pebble Beach Crossing at the Baltusrol Sign, and install 563 orange Bulbine plants, 1-gallon size, and St. Augustine Floratam Sod, at a cost of \$9,074.75.

Ms. McGarity motioned to approve A&M Property Maintenance, LLC's proposal dated November 19, 2025, in the amount of \$9,074.75, to remove Perennial Peanut Plants in medians on Saint Andrews and Pebble Beach Boulevards and Pebble Beach Crossing and install five hundred sixty-three orange Bulbine Plants and sod. Second by Mr. Mann. Carried unanimously 4 – 0.

2. A & M Property Maintenance submitted estimate #1721, dated November 19, 2025, in the amount of \$1,500.00, to pressure wash pavers and sidewalk at the entrance to St. Andrews Boulevard and U.S. 41 and Doral Circle. Doral Circle power washing to include the sidewalk connecting to Rattlesnake Hammock Road. Corresponding valley gutters will be cleaned.

Mr. Mann motioned to approve A&M Property Maintenance, LLC's proposal dated November 19, 2025, in the amount of \$1,500.00 to pressure wash pavers and the sidewalk at the entrance to St. Andrews Boulevard and U.S. 41, and Doral Circle. Doral Circle power washing to include the sidewalk connecting to Rattlesnake Hammock Road. Corresponding valley gutters will be cleaned. Second by Ms. McGarity. Carried unanimously 4 – 0.

Contemporary Controls & Communications, Inc.

Contemporary Control & Communications, Inc. submitted estimate No. 10728, dated October 23, 2025, in the amount of \$20,115.70, to install Motorola™ irrigation controllers for the Lely MSTU.

Mr. McGee noted that, potentially, piccolo and controller conversion in some areas was not included in the proposal.

The Committee discussed the proposal and agreed to increase the approved amount \$40,000.00 to provide funds for additional components if needed.

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Mr. Mann motioned to approve Contemporary Controls & Communications, Inc.'s proposal No. 10728, dated October 23, 2025, for an amount not to exceed \$40,000.00, for installation of irrigation equipment. Second by Ms. McGarity. Carried unanimously 4 – 0.

Tree Scaping of Naples, Inc.

Tree Scaping of Naples, Inc. submitted estimate No. 11430, dated October 21, 2025, in the amount of \$17,351.00 to trim palm and hardwood trees.

Vice Chair Dammert motioned to approve Tree Scaping of Naples, Inc. quote # 11430, dated October 21, 2025, in the amount of \$17,351.00, to trim palm and hardwood trees within the Lely MSTU. Second by Mr. Mann. Carried unanimously 4 – 0.

Simmonds Electrical of Naples, Inc.

1. Simmonds Electrical of Naples, Inc, submitted Quote #2517019R, dated October 22, 2025, in the amount of \$4,219.16, to furnish and install three LED retrofit replacement fixtures on St. Andrews Boulevard.

Ms. McGarity moved to approve Simmonds Electrical of Naples, Inc. proposal #2517019R, dated October 22, 2025, in the amount of \$4,219.16 to furnish and install three LED retrofit replacement fixtures on streetlamps on St. Andrews Boulevard. Second by Vice Chair Dammert. Carried unanimously 4 – 0.

2. Simmonds Electrical of Naples, Inc, submitted Quote 201722, dated October 22, 2025, in the amount of \$2,027.55, to furnish and install four LED drivers on light poles on St. Andrews Boulevard.

Mr. Mann moved to approve Simmonds Electrical of Naples, Inc. proposal #201722, dated October 22, 2025, in the amount of \$2,027.55, to furnish and install four LED Drivers on light poles on St. Andrews Boulevard. Second by Vice Chair Dammert. Carried unanimously 4 – 0.

X. Committee Member and Staff Comments

The Members noted the most important undertaking for the MSTU is the street and STOP sign project.

Mr. Felger is working with a sign supplier to obtain quotes for both restoration of existing signs and poles and new decorative poles with street signs. Signposts must conform to FDOT standards.

XI. Public Comments

Pat McCabe commented:

- Maintenance issues need to be addressed on Doral Circle Median #13.
Mr. Felger will direct A&M to perform landscape maintenance on the Median.
- What is the plan for the Doral Circle entrance renovation?
Renovation will be considered in 2026. The project will be debited from the Capital Projects category.
- Which Line item in the budget funds the Street and Traffic signage project?
Expense incurred will be debited from the Capital Projects Category.
- Planned expenditures to be debited from the Capital Projects Category?
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.

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XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:25 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Kathleen Dammert, Vice Chair

These Minutes were approved by the Committee on Dec. 18, 2025 as presented ☒ or as amended ____.

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

NEXT MEETING:

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