



# GOLF ESTATES BEAUTIFICATION MSTU

## ADVISORY COMMITTEE

8300 Radio Road  
Naples, FL 34104

### Minutes DECEMBER 18, 2025

#### I. Call to Order

The meeting was called to order at 2:07 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; Keyla Castro, Operations Support Specialist, PTNE (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 Mr. Mann. Carried unanimously 4 - 0.*

#### IV. Approval of Minutes – November 20, 2025

*Vice Chair Dammert moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of November 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 December 4, 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
7. Doral Circle
8. Rattlesnake Hammock Rd.

## MINUTES

**Mr. McGee reported:**

**All Locations**

Many areas highlighted in yellow have been addressed.

Herbicide Spray with color tracer dye in the mix is recommended.

All planting areas need to be mulched.

African Iris plants are exhibiting brown foliage, review irrigation coverage.

Need to increase irrigation schedule for newly planted Bulbine.

**St. Andrews Blvd.**

- Median #1: Replant three Pentas in decline.

**Valley Stream Circle**

- Median #13:

- Replace five Plumbago shrubs.

**Pebble Beach Blvd. Golf Cart Crossing**

- Replace Spider Lilies with fungus.

**Baltusrol Signs**

- Clean outbound sign wall top to remove algae and /or mold.

- Prune Philodendron foliage away from the monument.

**Doral Circle**

- East ROW: Treat Torpedo grass in Liriope plants at benches.

- West ROW & Rattlesnake Hammock Road

- The soil along the edge of the sidewalk washed away and needs to be replaced.

- Plants need to be pruned back behind the Podocarpus hedge to the fence and debris removed.

- Remove volunteer plants from the Podocarpus hedge.

- Median#23:

- Review annual plantings for replacements.

- 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. Felger** noted:

- Routine maintenance is being performed as scheduled.
- Quotes for tree replacements were received from A & M.

**VII. Project Manager's Report – Jeffrey Felger**

**Mr. Felger** reported:

**A. Budget Report**

*Lely Golf Estates MSTU Fund 1620 Budget for December 18, 2025, prepared December 12, 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)

## MINUTES

- 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 – Of the \$1,212,659 (Millage Assessed and FY-25 Carry Forward), \$317,166 in tax revenue has been credited and \$140,033 remains for collection.
4. Line 24, Operating Expense – Of the \$370,659 budgeted, \$231,950 is committed to existing Purchase Orders and \$33,752 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, \$8,135 has been expended leaving a remainder of \$73,264 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, \$231,950 remains committed to existing Purchase Orders and \$41,888 has been Expended leaving \$938,820 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.
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.

## MINUTES

### Mr. Felger noted:

- The Office of Budget Management will earmark funds for street and STOP sign repairs and/or replacement.
- A Purchase Order has been requested for Contemporary Controls & Communications.
- Fertilizer will be applied in January 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).*

#### December 3, 2025 Observation Report

- St. Andrews Boulevard: three single luminaires are out.
- All lamp poles are fitted with Lumec-brand LED replacements.
- A quote for repair will be presented under Section VIII, New Business.

### 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. November 1, 2025 to November 30, 2025: The report recorded 57,426 vehicles for an average of 1,914 per day. The average speed was between 26 and 35 mph with a maximum speed of 76 to 80 mph.
- A quote from Traffic Logix Corporation for radar signage will be presented under Section VIII, New Business.

## VIII. Ongoing Business

Mr. Felger reported:

### A. Irrigation

- The irrigation system is functioning as intended.

### B. Sign Easement Doral Circle

Mr. Felger reported:

- An entry recorded on November 5, 1999, in the County records indicates Nassif Golf Ventures LLC. granted an *Entrance Monument Maintenance Easement*, at the northwest corner of Doral Circle and Rattlesnake Hammock Road, to the Lely MSTU.
- Alexander Blanco, Field Inspector II, Collier County Engineering & ROW Inspections, has been contacted to determine the MSTU's easement rights for the area.
- Information will also be sought from the County permitting department.
- McGee & Associates will do a *Doral Sign Renovation Study* for the community entrance at Doral Circle and Rattlesnake Hammock Road.

## MINUTES

*Ms. McGarity motioned to approve McGee & Associates conduct a study for renovation and/or replacement of the Doral Circle entrance sign, in the Monument Easement area at the northwest corner of Doral Circle and Rattlesnake Hammock Road. Second by Ms. Arneson. Carried unanimously 4 – 0.*

*Mr. Felger will submit easement documents to the County Attorney to determine the MSTU's right to use in perpetuity and seek guidance on what the MSTU can do in the area and report his findings to the Committee at a future meeting.*

### C. Irrigation Controllers

- Conversion of the MSTU's irrigation system from HydroPoint to Motorola™ will provide continuity with the County equipment.
- Contemporary Controls & Communications, Inc.'s quote for the purchase and installation of the Motorola™ controller(s), was approved by the Committee at the November 20, 2025, meeting.
- The final proposal, inclusive of additional piccolo controllers, will be submitted to the Procurement Services Division.

## IX. New Business

Mr. Felger reported:

### A. Perennial Peanut Plant Replacement

A & M planted yellow Bulbine, a perennial plant, to replace the Perennial Peanut ground cover. Irrigation should be increased until plants are stabilized.

### B. Fertilization

A & M will apply slow-release fertilizer in accordance with McGee & Associates Schedule in January 2026.

### C. Light Outages

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

The electric box will require some part replacements.

### D. Tree Scaping of Naples, Inc.

The palm and hardwood trees have been trimmed.

### E. Front Entrance Landscaping

- Consideration should be given to replacement of the Paurotis Palms at the front entrance.
- Alternative species of palm trees may be more attractive and require less maintenance.
- An on-site meeting will be held with Mr. McGee and Mr. Yzaguirre to review planting options.
- Schemes will be presented to the Committee at a future meeting.

MINUTES

**F. Quotes**

**Mr. Felger** presented the following quotes to the Committee for consideration:  
Simmonds Electrical of Naples, Inc.

Simmonds Electrical of Naples, Inc, submitted Quote No. 2517160, dated November 25, 2025, in the amount of \$983.72, to replace a damaged circuit breaker, a bad photocell, and install a new surge protector of equal quality, within the control panel on St. Andrews Boulevard.

Simmonds Electrical is available to repair the items on December 19, 2025, pending approval of the quote.

*Mr. Mann moved to approve Simmonds Electrical of Naples, Inc. proposal No. 2517160, dated November 25, 2025, in the amount of \$983.72, to furnish and install a circuit breaker, photocell, and comparable surge protector within the control panel on St. Andrews Boulevard. Second by Ms. McGarity. Carried unanimously 4 – 0.*

A&M Property Maintenance, LLC

1. A & M Property Maintenance presented estimate No. 1647, dated December 10, 2025, in the amount of \$1,133.75 to purchase and install one single trunk standard Verawood tree, forty-five gallon, on Median 23 at Doral Circle.

*Ms. Arneson motioned to approve A&M Property Maintenance, LLC's proposal dated December 10, 2025, in the amount of \$1,133.75, to purchase and install one single trunk, forty-five-gallon size, Bulnesia arborea 'Verawood tree', on Median 23 at Doral Circle. Second by Ms. McGarity. Carried unanimously 4 – 0.*

2. A & M Property Maintenance submitted estimate #1727, dated December 10, 2025, in the amount of \$588.15, to purchase install one single leader trunk Muskogee Crape Myrtle tree, thirty-gallon size, on St. Andrews Boulevard, Median #5.

*Ms. McGarity motioned to approve A&M Property Maintenance, LLC's proposal dated December 10, 2025, in the amount of \$588.15 to purchase and install one single trunk, thirty-gallon, Muskogee Crape Myrtle on Median #5, St. Andrews Boulevard. Second by Ms. Arneson. Carried unanimously 4 – 0.*

3. A & M Property Maintenance submitted estimate No. 1728, dated December 10, 2025, in the amount of \$1,277.50, to purchase and install two single leader trunks, Cordia boissieri White Gieger trees, forty-five-gallon size, on Median #23, Doral Circle.

*Ms. Arneson motioned to approve A&M Property Maintenance, LLC's proposal No. 1828, dated December 10, 2025, in the amount of \$1,277.50, to purchase and install two single leader trunks, forty-five gallon, Cordia boissieri White Gieger trees, on Median #23, Doral Circle. Second by Ms. McGarity. Carried unanimously 4 – 0.*

Traffic Logix Corporation

Traffic Logix submitted quote No. QUO-51367-C7Y0N3, dated November 21, 2025, in the amount ~~\$11,694.00~~ for the purchase and delivery of four *Evolution 12 Solar Powered Radar Signs*, for the Lely MSTU. ~~\$12,129.64~~

## MINUTES

### Key Sign Features:

- Display: Bright, 12-inch, 3-digit LED display with high visibility.
- Driver Feedback: Speed-activated digit color changes (e.g., green to red) and optional flashing violator strobe for high-risk speeds.
- Data Collection: Collects traffic data (speed, volume, time) while in "Stealth Mode" (display off) for analysis.
- Connectivity: Includes 1-year cloud access for remote management and data download.
- Power: Solar-powered with a rechargeable battery.
- Construction: Lightweight, durable, weather-resistant housing with an anti-glare.

Two signs, north and south, will be placed on both St. Andrews and Forest Hills Boulevards.

*Ms. McGarity motioned to approve Traffic Logix Corporation Quote No. QUO-51367-C7Y0N3, dated November 23, 2025, in the amount of \$12,289.64, for the purchase of four Evolution 12 Solar Powered Radar Signs. 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.

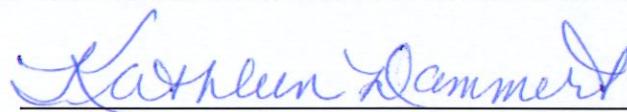
### XI. Public Comments

None

### XII. Adjournment

*There being no further business to come before the Committee, the meeting was adjourned at 3:07 P.M.*

## LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE



Kathleen Dammert, Vice Chair

These Minutes were approved by the Committee on January 15, 2026 as presented \_\_\_ or as amended ✓.

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

### NEXT MEETING:

**JANUARY 22, 2026 – 2:00 PM**  
SOUTH REGIONAL LIBRARY  
8065 LELY CULTURAL PARKWAY  
NAPLES, FL 34113  
239.252.7542