



# **GOLDEN GATE M.S.T.U. ADVISORY COMMITTEE**

**3299 East Tamiami Trail, Suite 103  
Naples, FL 34112  
MARCH 19, 2019**

## **MINUTES**

### **I. Call to Order**

The meeting was called to order at 4:28 P.M. by Ms. Spencer. Attendance was called and a quorum was established.

### **II. Attendance**

<b>Advisory Committee</b>	Patricia Spencer – Chair Paula Rogan Florence “Dusty” Holmes (Excused) Ron Jefferson Norma Lees-Davis
<b>Staff</b>	Dan Schumacher – Project Manager
<b>Landscape</b>	Mike McGee – Landscape Architect (McGee & Associates) John Saupp – Landscape Maintenance (Green Effex)
<b>Other</b>	Wendy Warren – Transcriptionist (Premier)

### **III. Pledge of Allegiance**

The Pledge of Allegiance was recited.

### **IV. Approval of Agenda**

*Ms. Spencer moved to approve the Agenda of the Golden Gate Advisory Committee as presented.  
Second by Ms. Rogan. Carried unanimously 4 - 0.*

### **V. Minutes**

**Approval of Minutes: February 19, 2019**

*Ms. Rogan moved to approve the minutes of the February 19, 2019 meeting as presented.  
Second by Mr. Jefferson. Carried unanimously 4 - 0.*

**VI. Landscape Maintenance Report – Green Effex**

**A. Landscape – Green Effex**

**Mr. Saupp** of Green Effex reported on landscape maintenance as follows:

General

- The Junipers on Sunshine Boulevard will be treated for spider mites week ending March 23rd.
- Quotes for landscape restoration on Tropicana Hunter Boulevards and Coronado Parkway are being compiled.
- Coronado Parkway and Hunter Boulevard refurbishment will be undertaken on completion of Tropicana Boulevard.
- Pending Mr. McGee’s concurrence, a Notice-to-Proceed with median restoration will be issued.

During Committee discussion the following was addressed:

- Trees damaged twice by auto accidents are not replaced in accordance with policy.
- An insurance claim can be submitted if a Sherriff’s traffic accident report identifying the perpetrator has been filed; a \$500.00 deductible applies.
- Fertilizer application is prohibited during the summer months (June 1<sup>st</sup> to September 30<sup>th</sup>); the Golden Gate M.S.T.U. is in compliance with the County ordinance.

**VII. Landscape Architect’s Report – McGee & Associates**

**Mr. McGee** reviewed the “*Landscape Observation Report: - FY 18-19, March 2019*” noting renovation preparation is underway on all medians.

General

- Sod installations is not included in renovation quotes.
- Water usage is typical for the period but will increase with renovation installation.

**VIII. Project Manager’s Report**

**A. Election of Officers – Chair & Vice Chair.**

This item will be added to the April 2019 Agenda.

**B. By-Laws Review.**

The Golden Gate Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee By Laws were reviewed by members. The following revisions/requests were noted:

- *Page 2, ARTICLE VI, Election of Officers; Section 2:* from “...An Officer is eligibility for reelection if the term of the Advisory committee is extended) ...,” to .... An Officer is **eligible** for reelection if the term of the Advisory committee is extended ...).”
- *Page 2, ARTICLE V, Committee Structure and Meeting Requirements, Section 3:* from “...Regular meetings of the Advisory Committee shall be held on the third Tuesday at 4:00 pm) ...,” to ... Regular meeting shall be held on the third Tuesday at 4:30 p.m. ...).”
- *Page 4, ARTICLE VI, Order of Business:* Sequence the order of business to reflect the current Agenda.
- *Page 5, ARTICLE VIII, Amendment to By-Laws, Section 2:* from “...hereby approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016) ...,” to ... hereby approved this day of \_\_\_\_\_, **2019**...).”
- *Page 5, ARTICLE VIII, Amendment to By-Laws, Section 2:* Change names to current membership.

**C. Budget Report**

**Mr. Schumacher** summarized the “*Golden Gate MSTU Fund Budget 153*” dated February 19, 2019 noting:

- FY19 Ad Valorem property tax revenue budget is \$406,400.00, an increase of 8.46% over FY18. The Millage rate is 0.5000.
- Total revenue FY19 is \$934,025.00 including investment interest, transfers and contributions (minus a 5% reserve of \$18,900).
- Current Operating Expense Budget is \$396,725.00 of which Commitments total \$172,169.72; Expenditures \$90,997.19.
- Uncommitted Operating Expense funds available are \$133,558.09.
- Landscape Incidentals, Line 17, may exceed the budgeted allowance. *Mr. Schumacher will consult with Ms. Soto to re-structure the budget on receipt of Green Effex’ quote for median refurbishment if necessary.*
- Improvements General Fund, Line 31, reserved to fund capital projects, has a remaining balance of \$424,700.00.
- Total available balance, less committed expenses, is \$566,726.61.

**D. Quotes:**

- **Signs & Things – Refurbish the Golden Gate community sign behind the flagpole.**  
The Procurement Division requires the Signs & Things quote of \$2,500.00 for refurbishment of the “*Welcome to Golden Gate City Sign,*” approved by the Committee at the February 19, 2019 meeting, *be re-structured as “time and materials.”* Signs & Things purchases materials in bulk and is unable conform to the stand-alone receipt request for the project. *Mr. Schumacher is soliciting an opinion from the County Attorney to determine if the project can be invoiced as a “lump sum” and will update the Committee at the April meeting.*
- **Green Effex – Replacement median plants – Coronado Parkway and Hunter Boulevard.**  
*A Task List, prepared by Mr. Schumacher, identifying locations for plant and tree replacement for all roadways was submitted to Green Effex, for a price quote. Project funding was approved by the Committee at the January 15, 2019 meeting and upon finalization of quotes the project will commence.*

**IX. Median Restoration**

**A. Mulch – in process, partially complete.**

Areas exclusive of those designated for refurbishment are approximately 50% mulched; the M.S.T.U. is only invoiced for actual number of bags applied. The remaining mulch will be spread on completion of median refurbishment.

**B. Landscaping – ordering Trees & Plants for Tropicana & Sunshine Boulevards.**

The remediation project for replacement of plants and trees damaged by Hurricane Irma will be funded by *Landscape Incidentals, Budget Line 15*. The project is based on cost of materials plus 10% and dollars are allocated in the budget. Product is ready to be ordered.

MINUTES

**X. Old Business**

**A. Canal Bridge Fencing (Golden Gate Pkwy) – Mr. McGee’s findings.**

**Mr. McGee** researched feasibility of placing a graphic Palmetto design on the fence panels and was advised only three (3) of the four (4) sections are receptive to handling the application.

**Mr. McGee** suggested planting of Sabal Palms and Saw Palmettos to aesthetically enhance the four quadrants of the fence. Plants would be installed during the rainy season and irrigation supplemented with water bags through September – October.

**Mr. McGee** will submit design plans to Mr. Schumacher for project review with Pam Lulich, Landscape Operations Manager.

**B. Mr. Schumacher** consulted Ms. Arnold, PTNE Director, regarding safety concerns cited about pedestrians crossing County Road 951 at a non-crosswalk location to reach a northbound CAT (Collier Area Transit) Stop and will verify if the location is zoned for signage. Photographs will be submitted to CAT of the site.

*Mr. McGee noted the sign should be placed in the Right of Way (ROW) and permitting exempt from the ordinance.*

*Mr. Schumacher will solicit a quote proposal from Signs & Things and bid sync, the County’s on line bid platform*

**XI. New Business**

**Golden Gate City Lighting**

**Mr. Schumacher** was advised by Commissioner Saunders’ assistant that the plans to enhance Golden Gate City lighting have yet to be finalized. He notified them the M.S.T.U. would like to participate in identifying areas for lighting improvement.

Committee approval is a pre-requisite to any financial contribution to the lighting project. The Committee can modify the scope of the M.S.T.U. to encompass lighting with an ordinance modification approved by the Board of County Commissioners.

**XII. Public/Board Comments**

**A. Mr. Jefferson** notified Mr. Schumacher of a roof repair to a Bus Stop on Tropicana Boulevard in the vicinity of the high school. *Mr. Schumacher will advise CAT of the repair and update the Committee of the status at the April meeting.*

**XIII. Adjournment**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:10 P.M.*

**GOLDEN GATE MSTU ADVISORY COMMITTEE**

\_\_\_\_\_  
**Patricia Spencer, Chair**

The Minutes were approved by the Committee on \_\_\_\_\_, 2019 as presented \_\_\_\_\_, or as amended \_\_\_\_\_.

MINUTES

**NEXT MEETING: APRIL 16, 2019 – 4:30 PM**  
**GOLDEN GATE COMMUNITY CENTER**  
**4701 GOLDEN GATE PARKWAY**  
**NAPLES, FL 34116**