



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

**3299 East Tamiami Trail, Suite 103
Naples, FL 34112
SEPTEMBER 17, 2019**

MINUTES

- I. Call to Order**
The meeting was called to order at 4:30 P.M. by Ms. Spencer. Attendance was called and a quorum of four was present.
- II. Attendance**
- | | |
|---------------------------|--|
| Advisory Committee | Patricia Spencer – Chair
Paula Rogan
Florence “Dusty” Holmes
Ron Jefferson
Norma Lees-Davis (Absent) |
| Staff | Dan Schumacher – Project Manager |
| Landscape | Mike McGee – Landscape Architect (McGee & Associates) |
| Other | 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 subject to the following change:
Move Item VIII. A. – Project Managers Report, Committee Member Paula Rogan Re-appointment to be discussed after Item V. Minutes.
Second by Ms. Holmes. Carried unanimously 4 - 0.
- V. Minutes**
Approval of Minutes: June 18, 2019
Mr. Jefferson moved to approve the minutes of the June 18, 2019 meeting as presented.
Second by Ms. Rogan. Carried unanimously 4 - 0.

VIII. Project Manager's Report – out of sequence as noted

A. Committee Member Paula Rogan Re-appointment

The Committee discussed Ms. Rogan's application to the Golden Gate Beautification M.S.T.U. Advisory Committee for a four-year term, effective October 7, 2019, noting contributions she has made to the Committee and willingness to be reappointed.

Mr. Jefferson moved to recommend the Board of County Commissioners reappoint Paula Rogan for a four-year term, commencing October 7, 2019, to the Golden Gate Beautification M.S.T.U. Advisory Committee. Second by Ms. Holmes. Carried unanimously 4 - 0.

VI. Landscape Maintenance Report

A. Roadway Median Restoration

Green Effex Landscape Services, the contractor for the M.S.T.U., notified the County they are ceasing operations. The median renovation is approximately two-thirds complete; the M.S.T.U. will be invoiced for plant material installed.

Mr. Schumacher will:

- Examine any remaining invoices from Green Effex to ensure accuracy.
- Post an *Invitation to Bid* on Bid-Sync, the County's internet-based quote solicitation system.
- A Purchase Order (PO) will be awarded to the lowest qualified bidder – up to \$50,000.

VII. Landscape Architect's Report – McGee & Associates

Mr. McGee highlighted the "*Landscape Observation Report: - September 2019*" noting:

Tropicana Boulevard

- Newly planted Crape Myrtle trees appear water stressed; address immediately with plan of action.
- Confirm Iris are yellow flower as specified in refurbishment plan.
- Significant variance in water usage recorded between the WeatherTrak controller (185,784 gallons) and the master valve register (100,406 gallons) should be investigated.

Coronado Parkway and Hunter Boulevard

- The medians look good.
- Combined water use was 145,303 gallons.

Mr. Schumacher will confer with Mr. Sells to ensure bubbler zones for new plantings are adequate.

Sunshine Boulevard

- Fakahatchee grass should be topped in a ball shape.
- Water usage estimated at 138,177 gallons is normal.

Ms. Holmes left the meeting.

Collier Boulevard

- Median #67: One (1) large dead Oak tree presents a safety hazard and needs to be removed.
- Medians refurbishment is recommended.
- Water usage Part A 33,622 gallons and Part B 50,136 gallons was within normal parameters.

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- McGee & Associates will no track & report water usage on Collier Blvd.

Golden Gate Parkway

- Silver Saw Palmetto should be pruned four (4) feet off the refurbished community sign to prevent sign damage.
- Medians renovation is recommended.
- Combined water usage of 115,631 gallons is normal.
- McGee & Associates will no track & report water usage on Golden Gate Pkwy..

Staff noted all irrigation within the Golden Gate M.S.T.U. is well water.

VIII. Project Manager's Report

B. Bylaws – Signature

The fully executed Golden Gate M.S.T.U. bylaws will be registered.

C. Budget Report

Mr. Schumacher summarized the “*Golden Gate MSTU Fund Budget 153 dated September 17, 2019*” for information purposes and provided an overview of the budget 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 mils.
- 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 tota\$120,253.40; Expenditures \$185,631.88.
- Uncommitted Operating Expense funds available are \$90,839.72.
- On June 17, 2019 a Purchase Order in the amount of \$70,253.60 was issued to Green Effex for the Median Restoration Project on four roadways. On April 16, 2019 the Committee motioned to approve \$88,114.30 for the project.
- Line 32, Improvements General expenditure of \$42,681.87, was for the Stahlman-England irrigation conduit project for Hunter Boulevard and Coronado Parkway.
- Improvements General Fund, Line 32, reserved to fund capital projects, has a remaining balance of \$429,218.13.
- Total available balance, less committed expenses, is \$525,414.17.

Budget FY-20

- The FY-20 budget is effective October 1, 2019.
- New Purchase Orders will be issued.
- Funds not expended in FY19 are carried over to the FY20 budget.
- The M.S.T.U. can consider a capital contribution to community projects proposed by Commissioner Saunders once plans are solidified.

D. Golden Gate Community Sign: Signs & Things Refurbishment

The “*Welcome to Golden Gate*” community sign restoration was installed the end of June 2019.

Mr. Schumacher will review signage requirements for a duplicate “*Welcome to Golden Gate*” sign to be erected on the west side Right-of-Way (ROW) of Collier Blvd. by the canal bridge and update the Committee at a future meeting.

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E. McGee & Associates FY-20 Services

Staff reported:

- McGee & Associates submitted a quote for architectural landscape services for FY-20. Services provided and the proposed costs were identical to FY-19.
- At the County's request McGee & Associates signed a one-year extension of the current contract.

Landscape Architect Report Format Proposal

Mr. Schumacher distributed a "*Landscape Architect Report*" list of four recommendations to alter the current document format utilized by McGee & Associates.

The Committee concurred on the following modifications to the report:

- Only the "Full" report will be prepared.
- A "Date Observed" field will be included in the report header.
- Photographs will not be included unless the situation is extraordinary.
- Three (3) HydroPoint water reports, one for each controller, will replace the McGee & Associates water report.
- The fertilizer schedule will be a one (1) page format including all roadways.
- The report will be submitted 1-week prior to the monthly drive-thru (2-weeks prior to the monthly meeting) to enable Staff to review with the landscape contractor and establish an action plan.
- Collier Blvd and Golden Gate Pkwy, County arterial roadways landscaped with M.S.T.U. funding, will be included in the report.

F. Sunshine Law Update

A representative from the County Attorney's office will be scheduled in January or February to review provisions of the Sunshine Law.

IX. Old Business

None

X. New Business

None

XI. Public and Board Comments

Ms. Spencer presented a brochure noting two projects from the Golden Gate Walkable Community Study involving 44th St. SW and 31st Pl. SW were under consideration by the "BICYCLE & PEDESTRIAN ADVISORY COMMITTEE of the COLLIER METROPOLITAN PLANNING ORGANIZATION."

Both projects are for new five-foot sidewalks; both roads are near schools. Projects picked do not interfere with the storm water project in Golden Gate City. Construction phase estimate is \$1,188,000.

Mr. Schumacher will follow up on the proposed projects with Dave Lykins, Executive Director for Commissioner Saunders, and update the Committee on his findings.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:30 P.M.

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GOLDEN GATE MSTU ADVISORY COMMITTEE

Patricia Spencer, Chair

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

**NEXT MEETING:
OCTOBER 15, 2019 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116**