



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

**3299 East Tamiami Trail, Suite 103
Naples, FL 34112
November 20, 2018**

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 was established.

- II. Attendance:** Patricia Spencer, Chairman; Norma-Lees Davis (Excused); Dusty Holmes (Excused); Ron Jefferson; Paula Rogan
County: Dan Schumacher, Project Manager; Rosio Garcia, Collier County Intern
Others: Michael McGee, McGee & Associates; Janet Acevedo, Green Effex (Excused); Anne McLaughlin, Collier County MPO Director; Wendy Warren, Premier

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Approval of Agenda

*Ms. Rogan moved to approve the Agenda of the Golden Gate Advisory Committee as presented.
Second by Ms. Spencer. Carried unanimously 3 - 0.*

V. Minutes

Approval of Minutes: October 16, 2018

*Ms. Spencer moved to approve the minutes of the October 16, 2018 meeting as presented.
Second by Mr. Jefferson. Carried unanimously 3 - 0.*

VI. Landscape Maintenance Report

A. Landscape – Green Effex

A Notice-to-Proceed was issued to Green Effex to commence service November 1, 2018.

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Mr. Schumacher toured the roadways with Green Effex Landscape Services management to review the program for landscape maintenance. A memo was issued prioritizing the scope of work and a Request for Quote (RFQ) as follows:

- A. Perform routine maintenance, clean and prepare the medians for refurbishment planting.
- B. Proceed with renovations recommended by McGee & Associates.

Green Effex performed the following routine services to date in November:

- Trash was removed from the roadways.
- Trimming of some plant material.
- Removal of dead plants.

Mr. McGee directed the company to add soil to washout areas on Coronado Parkway.

Arterial Roadway Landscaping

Mr. Schumacher reported County funds are not available to landscape the remaining medians between Golden Gate Parkway and Green Boulevard.

Ms. Spencer will contact Burt Saunders, County Commissioner for District 3, to request the unfinished medians be placed on the list for consideration when funding is restored and the project rejuvenated.

Golden Gate Entrance Monument Sign

Mr. Schumacher will contact the Road Maintenance Department and request the Monument Entry Sign be cleaned.

VII. Landscape Architect's Report – McGee & Associates

- A. **Mr. McGee** reviewed the “*Landscape Observation Report: - FY 17-18, November 2018*” noting items highlighted in **yellow** in the monthly detailed report represent renovation recommendations for tree and shrub damage including that from Hurricane Irma. Quantities have been noted for replacements and restoration planting will be addressed under the new multi-year landscaping contract with Green Effex to ensure plants are covered by the County's standard one-year warranty.

Mr. Schumacher will secure quotes from Green Effex for restoration planting.

- B. **Flag Pole Light** - One (1) flag pole light on Golden Gate Pkwy is dislodged and damaged.

VIII. Project Manager's Report

A. Budget Report

Mr. Schumacher summarized the “*Golden Gate MSTU Fund Budget 153*” dated November 20, 2018 noting:

- FY19 Ad Valorem property tax revenue budget is \$406,400.00 and increase of 8.46% over FY18.
- Total revenue FY19 is \$934,025.00 including investment interest, transfers and contributions (minus a 5% reserve of \$18,900).
- FY19 planned Operating Expense Budget is \$396,725.

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- Operating Expense commitments total \$233,999.28 plus a reserve of \$47,200.00 (reflected on Line 31, Improvements General) for final invoicing from Stahlman-England, Inc.
- Items highlighted in Blue represent Purchase Orders requested or issued. A Notice-to-Proceed is sent to contractors when Staff receives the Purchase Order.
- A Purchase Order has been issued to Hart's Electrical for lighting maintenance and a quote will be requested to replace a downed flag pole light on Golden Gate Pkwy.
- A Purchase Order has been issued to Green Effex in the amount of \$106,048.31, effective November 1st.
- The new lanyard on the flag pole installed by Signs and Things is functioning correctly.
- Improvements General Fund of \$471,900 (Line 31) is reserved to fund capital projects.
- Total available balance, less committed expenses, is \$627,941.47.
- FY-19 Ad Valorem Property Tax increased 8.46% over FY-18 to \$406,373. The Millage Rate is 0.5000.

Financial Guidelines for Quote Proposals

Financial thresholds for quotes are categorized by three tiers:

- Tier 1: \$0 to \$3,000 – A Purchase Order is issued.
- Tier 2: \$3,001 to \$50,000 – Three (3) quotes are required from qualified contractors.
- Tier 3: \$50,001 and above – A full solicitation utilizing “Bid Sync” is implemented. The contract is awarded to the lowest qualified bidder.

B. Irrigation Coronado & Hunter Controls and Conduits

- **HydroPoint control enclosure.**
The control panel has been installed by Mr. Sells and is functioning and Green Effex plans to download the WeatherTrak app on their cell phones to operate the system.

C. Quotes & PO's:

- **Numerous FY-19 Purchase Orders (PO's) have been requested, with Notices-to-Proceed pending.**

IX. Walkability Study

A. “Bicycle and Pedestrian Master Plan.”

B. Anne McLaughlin, Executive Director, Metropolitan Planning Organization

Ms. McLaughlin distributed a report titled “*Updates on MPO Bicycle and Pedestrian Planning*” whose Vision Statement is “*to provide a safe and comprehensive bicycle and pedestrian network that promotes and encourages community use and enjoyment*” for presentation to the Committee highlighting:

- The inter-active process engages Advisory Committees, citizens, technical support groups and a stakeholder group to define and implement its goals of *Safety, Equity, Network Connectivity and Community Health*.
- The Master Plan defines policy and priorities.
- The primary funder for projects is FDOT (Florida Department of Transportation). The MPO relies on the County to award portions of these funds for its projects.

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- The federal government awards \$4.8 million per year which is allocated as follows: 40% Congestion Management; 40% Bicycle and Pedestrian and 20% Bridges. To be eligible for funds the Master Plan must be implemented in some form.
- **Safety:** High crash corridors for bicyclists and pedestrians where serious and incapacitating injuries and fatalities were identified.
- **Equity/Environmental Justice:** Graphic illustrations of the Bicycle & Pedestrian Master Plan included a map of Equity/Environmental Justice which distinguished Green as conservation land and Blue as areas of medium to high congestion.
- **Network Connectivity:** Transportation access for work, school, goods & services, recreation and transit such as sidewalks and buses.
- **Community Health:** Active Transportation for all ages and abilities - two bicyclist and pedestrian user groups were identified, those who selected roadway lanes for activity and those who preferred off road pathways. The study concluded both options are needed.
- The Draft Policy proposes to adopt the FDOT *Complete Streets Policy*.

During Committee discussion the following was noted:

- The Golden Gate Walkability Study references financial investment from the MSTU to fund projects.
- The Golden Gate MSTU ordinance is for beautification and landscape maintenance of the medians and the entity does not have the financial resources to participate in a venture of this scale.
- Lighting is only done by the MSTU as an accent to landscaping.

Ms. McLaughlin will remove the reference to financial contribution on behalf of the MSTU for projects from the report.

Website access for the report provided by Ms. McLaughlin will be forwarded to Committee members by Mr. Schumacher.

X. Old Business

A. Canal Bridge Fencing (Golden Gate Pkwy)

This project will be addressed at a future meeting.

XI. New Business

Rosio Garcia, Collier County Intern, responsible for inputting data into the *Cartegraph Asset Tracking and Work Maintenance Inventory System* being implemented by the County, will update the data to include light pole locations and installation dates of LED lamp replacements to verify the warranty period.

XII. Public/Board Comments

Santa Barbara and Golden Gate Refurbishment Status

Mr. Schumacher will contact Anita Jenkins, AICP Community Planning Principle, to confirm she has McGee & Associates' design proposal for landscaping the area and query regarding the proposal to plant trees thirty feet (30) back from the curb versus the current setback which the Committee views as satisfactory.

Mr. Schumacher will notify Ms. Spencer on the substance of his conversation with Ms. Jenkins.

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XIII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:45 P.M.

GOLDEN GATE MSTU ADVISORY COMMITTEE

Patricia Spencer, Chair

The Minutes were approved by the Committee on _____, 2018 as presented _____, or as amended _____.

**NEXT MEETING: DECEMBER 18, 2018 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116**