



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

**8300 Radio Road
Naples, FL 34104
September 17, 2024**

MINUTES

I. Call to Order

The meeting was called to order at 4:30 P.M. by Chair Spencer. Attendance was called and a quorum of three was established.

II. Attendance

Advisory Committee

Patricia Spencer – Chair
Paula Rogan – Vice Chair (Excused)
Florence “Dusty” Holmes
Ron Jefferson
Open Seat

Staff

Brian Wells – PTNE Director (Excused)
Dan Schumacher – Project Manager

Landscape

Mike McGee – Landscape Architect, McGee & Associates
Armando Yzaguirre – Grounds Maintenance, A & M Property Maintenance
Sylvia Yzaguirre – Grounds Maintenance, A & M Property Maintenance

Others

Wendy Warren – Transcription, Premier
Sharon Johnson – Lykins Signtek

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Approval of Agenda

Chair Spencer moved to approve the Agenda of the Golden Gate MSTU Advisory Committee as presented. Second by Mr. Jefferson. Carried unanimously 3 - 0.

MINUTES

V. Approval of Minutes – July 16, 2024

Mr. Jefferson moved to approve the minutes of the July 16, 2024, Golden Gate MSTU Advisory Committee meeting as presented. Second by Ms. Holmes. Carried unanimously 3 - 0.

VI. Landscape Maintenance Report – A & M Property Maintenance

Mr. Yzaguirre reported:

- Routine landscape maintenance is running smoothly.
- Irrigation heads and ditch riders are being replaced as necessary.
- Proposals for median refurbishment plant replacements were submitted.

Median Refurbishment – Coronado Parkway, Hunter Boulevard and Tropicana Boulevard

Mr. Schumacher reported:

- A & M Property Maintenance submitted proposals for plant refurbishment, based on McGee & Associates Summary Report, for Tropicana Blvd., Hunter Blvd. and Coronado Parkway.
- Hunter Boulevard and Coronado Parkway, Estimate number 1544 in the amount of \$16,813.20, is for Medians 2,3,4,5,6,7,8,9 and 11 (the bridge).
- Tropicana Boulevard, Estimate number 1545 in the amount of \$4,889.50, is for plantings on Medians 1,3 (bridge), 4 and 5.

Ms. Holmes motioned to approve A & M's Estimate numbers 1544 and 1545, dated August 14, 2024, in the amounts of \$16,813.20 and \$4,889.50 respectively, for plant replacements on Coronado Parkway, Hunter Boulevard and Tropicana Boulevard. Second by Mr. Jefferson. Carried unanimously 3 – 0.

Irrigation - Sunshine Boulevard

Mr. Schumacher reported:

- The controller variable frequency drive is not functioning correctly.
- Naples Electric Motor Works has been retained to evaluate the cause and recommend repair or replacement of the components or controller.
- Median plantings will be installed on resolution of the irrigation malfunction.

Tree Pruning

Mr. Schumacher will request a Purchase Order for Tree Scaping of Naples for pruning of palm and hardwood trees on Golden Gate Parkway and Santa Barbara Boulevard.

VII. Landscape Architect's Report – McGee & Associates

(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. McGee reported:

A. Maintenance Reports – September 3, 2024

1. Coronado Parkway & Hunter Boulevard
2. Sunshine Boulevard
3. Tropicana Boulevard

Comments

Mr. McGee

- Items highlighted in yellow are plant replacements scheduled to be installed in October.
- Irrigation of newly installed plant areas should be programmed daily for one week, then four times weekly, until plant renovation areas are established.
- Sunshine Boulevard should be renovated on confirmation the irrigation system is functioning adequately.

VIII. Project Manager's Report

Mr. Schumacher reported:

A. Budget 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).

Golden Gate MSTU Fund 1621 Budget for September 17, 2024, prepared September 11, 2024.

- Purchase Orders
 1. FPL - electricity.
 2. A & M Property Maintenance – ground maintenance.
 - a. Incidentals – landscape plants, materials, and refurbishment.
 - b. Maintenance – regular landscape & irrigation maintenance.
 3. Mainscape Landscaping – grounds maintenance.
 - a. Incidentals – landscape plants, materials, and refurbishment.
 - b. Maintenance – regular landscape & irrigation maintenance.
 4. Lykins-Signtek – “Welcome Sign”
 5. McGee & Associates – landscape architectural services.
 6. Naples Christmas Lighting – Holiday decorations.
 7. Naples Electric motor Works (NEMW) – pump station maintenance.
 8. Premier Staffing – transcription services.
 9. Simmonds Electrical – electrical maintenance and repairs.
 10. SiteOne Landscape Supply – irrigation parts & components.
 11. Southeast Spreading – mulch.
 12. Thomas Marine – Golden Gate Parkway bridge – MSTU railing upgrade.
 13. Tree Scaping of Naples – tree pruning.
- Budget Summary
 1. Line 1, Ad Valorem Tax Collections & Interest – Of the \$682,100 budgeted, \$713,466 has been collected producing a surplus of \$31,386.
 2. Line 2, Carry Forward – Unspent funds accumulated from previous fiscal years and retained within the MSTU, in the amount of \$1,713,176.
 3. Line 3, All Revenues – Of the \$2,395,276 budgeted, \$713,486 has been collected leaving an available balance of \$1,681,789 (the sum of lines 1 and 2) minus Expenditures.
 4. Line 21, Operating Expense – Of \$372,860 budgeted, \$138,661 is committed on MSTU-issued Purchase Orders and \$224,900 has been spent, leaving the remainder of \$9,298 available within budget for additional operating expenses as needed.
 5. Line 25, County Overhead – Of the \$84,000 budgeted, \$83,236 has been transferred, and a balance of \$763 remains to be assessed (PTNE Staff & support, Property Appraiser, & Tax Collector).

MINUTES

6. Line 27, Capital Projects – Of the \$1,938,416 budgeted, \$22,115 has been transferred and a balance of \$1,916,300 remains to be assessed.
7. Line 27, All Expenses – Of \$2,395,276 budgeted, \$138,661 is committed to existing Purchase Orders, and \$330,252 in total expenditures, leaving a remainder of \$1,926,362 available within the FY-24 budget.

- General

- a. MSTU Tax Rate: 0.5000 Mills (0.05%) for beautification improvements and maintenance within the taxing district.
- b. Funds not spent in 2024 (FY-24) will be carried forward into FY-25.
- c. Tax millage and interest collected by the Golden Gate Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- The gross taxable property value increased 11.23% for FY-24, generating \$68,187 in tax revenue.
- A Purchase Order was issued to Lykins-Signtek Inc. for a “Welcome to Golden Gate” sign.
- Purchase Orders for Mainscape Landscaping will be closed out pending processing of outstanding invoices.
- The Capital Outlay Commitment and Expenditure recorded is for the upgraded *Sunshine Motif Infill Panel* for the Santa Barbara canal replacement bridge.
- The proposed irrigation and landscape project on Golden Gate Parkway will be funded from the Capital Projects category.
- The Office of Budget Management (OMB) will be consulted regarding the addition of a line item in the Capital Improvements category dedicated to funding expenses incurred for disaster/ catastrophic events, perhaps \$150K per roadway.
- Funds recorded in parenthesis in the Available column indicate expenditures exceeded the budget amount. Negative balances are covered by uncommitted funds reflected in total Operating Expenses.
- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- The millage rate, currently 0.5000, is reviewed annually.

B. Community Welcome Sign Renovation – Golden Gate Parkway (west) – Sharon Johnson

Mr. Schumacher reported:

- Three bids were received for renovation of the interior panel of the “*Welcome to Golden Gate City Sign.*”
- Lykins-Signtek Inc., the lowest qualified bidder, was awarded the contract for \$6,548.

Sharon Johnson, Lykins-Signtek

- The custom sign will be mounted on the existing dark brown posts.
- A rendering of the design was presented to the Committee and the design paint colors were selected by Members.
- Consensus was to create a brighter, light beige background, increase the graphic contrast, reduce the lettering size and reposition some components.

MINUTES

- Ms. Johnson will submit a final design to Mr. Schumacher which he will email to Members for approval.
- The sign will be installed mid-November.

Mr. Jefferson will take possession of the original sign at time of removal.

C. Holiday Decorations - 2024

Mr. Schumacher reported:

Naples Christmas Lighting, Division of Sight N Sound, submitted a proposal for holiday lighting in the Right-of-Way (ROW) on Golden Parkway, at the intersection of Santa Barbara Blvd.

- The full-size Christmas tree design of multi-color lights utilizing the flagpole will be installed mid-November.
- A Purchase Order in the amount of \$2,975 will be issued in October, 2024 pending receipts of an updated insurance certificate.

IX. Old Business

None

X. New Business

Irrigation Extension - Pkwy Median 2 & New Bridge over Danata Barabara Canal

Mr. Schumacher reported:

Santa Barbera Boulevard Refurbishment

Mr. Schumacher reported:

The Road Maintenance Division is considering restoration of the irrigation and landscaping at the intersection of Santa Barbara Blvd. and Golden Gate Parkway, west of the sign.

- The original irrigation lateral pipes were previously severed and capped, and irrigation heads disconnected during a County project in the area west of the sign and the Road Maintenance Division proposed re-establishment and extension of the irrigation system in the area impacted.
- The irrigation line installation labor segment of the project will go out for bid with anticipated installation in the first or second quarter of FY-25.
- The County will supply project parts.
- Plants will be selected on project completion for installation in spring 2025.
- The MSTU would cost share the project with the County.
- The Road Maintenance Division will be responsible for maintaining the area.

XI. Public and Committee Comments

Bridge Lights

Mr. Jefferson reported that the nonfunctioning lights on the Golden Gate Parkway bridge over I75 have not been repaired.

Median Turf Condition

Mr. Jefferson noted refurbishment of median turf on some roadways should be considered.

Mr. McGee suggested revamping the dated irrigation system on the roadways and top-dressing medians with fresh soil prior to installation of sod.

MINUTES

Advisory Committee Open Seat

Mr. Schumacher reported:

There is a seat available on the Golden Gate Beautification MSTU Advisory Committee. Appointments for a four-year term are subject to approval by the Board of County Commissioners.

- Members should reach out to residents to seek appointments on the Committee.
- Interested parties can submit Online Applications at :
<https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application>.
- Applications will be reviewed by the Committee at an upcoming meeting to provide a recommendation to the Board of County Commissioners (BCC).

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:28 P.M.

GOLDEN GATE MSTU ADVISORY COMMITTEE



Patricia Spencer, Chair

The Minutes were approved by the Committee on 10/15, 2024 as presented or as amended ____.

Golden Gate Beautification MSTU/CollierPTNE

NEXT MEETING:

**OCTOBER 15, 2024 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116**