



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

**8300 Radio Road  
Naples, FL 34104**

**September 16, 2025**

### **MINUTES**

#### **I. CALL TO ORDER**

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

#### **II. ATTENDANCE**

<b>Advisory Committee</b>	Patricia Spencer – Chair Paula Rogan – Vice Chair (Excused) Florence “Dusty” Holmes Ron Jefferson Open Seat
<b>Staff</b>	Ellen Sheffey – PTNE Interim Director (Excused) Dan Schumacher – Project Manager
<b>Landscape</b>	Mike McGee – Landscape Architect, McGee & Associates Armando Yzaguirre – Grounds Maintenance, A & M Property Maintenance (Excused)
<b>Others</b>	Wendy Warren – Transcription, Premier

#### **III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was not recited.

#### **IV. APPROVAL OF AGENDA**

*Ms. Holmes motioned 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 – August 19, 2025

*Chair Spencer moved to approve the Golden Gate MSTU Advisory Committee meeting minutes of August 19, 2025, as presented. Second by Mr. Jefferson. Carried unanimously 3 - 0.*

### VI. LANDSCAPE MAINTENANCE REPORT

**Mr. Schumacher** reported:

- Routine landscape maintenance services have been performed on all MSTU roadways.
- Sunshine Boulevard median refurbishments are pending resolution of the irrigation issues.

#### Grounds Maintenance Multi-Year Contract

- A multi-year contract for three (3) years with a two (2) year renewal option has been awarded to Superior Landscaping and Lawn Service.
- He will drive through the community for a new vendor orientation if the paperwork is submitted prior to the end of September.

### 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** summarized the September 3, 2025, observation report noting format highlighting designation:

- Yellow - maintenance recommendation.
- Red - multiple plant loss will occur if not addressed.
- Purple – plants are under warranty and the responsibility of the landscaping contractor to replace.
- Blue (RFQ) – a quote for replacement plants has been requested.
- Strikethrough – items have been, or are being, addressed.

#### All locations

- Increase irrigation schedule in dry areas.
- Review accent lighting fixtures for cleaning and/or replacement.
- Tracer spray, to identify herbicide applications and provide a visual guide of where the herbicide has been sprayed, should be used to help prevent over spraying, drift, and accidental application to unintended areas.

#### Sunshine Boulevard

- All replacement plantings are on hold due to irrigation pump system not functioning.
- Review all duckbill guy systems on trees to ensure proper condition.
- All volunteer weeds and tree sprouts need to be removed.

#### Coronado Parkway & Hunter Boulevard

- A quote has been requested for replacement of Perennial Peanut in Median numbers 3, 4, 5, 6, 10 and 11, east and west ends, and 12. Mr. McGee is unable to identify the cause and suggested replacement with a different material such as Ecoturf.
- Recommend all paver areas be cleaned with “Wet & Forget Outdoor” mold and mildew remover.
- Recommend reviewing all valve locations for green reflective markers that are missing.
- Median end numbering needs to be repainted.

## MINUTES

- Median #6 – Remove concrete debris from FPL streetlight pole damaged by a vehicle.
- Medians #5, #6, and #12: Remove Alexander palms, and one stump, and replant with ten-foot clear trunk Alexander palms.
- Median #11 – Recommend reviewing plantings and irrigation upon repair of the median guardrail.
- Median #14
  - Recommend removal of rock/concrete debris from median prior to mulching.
  - Repair paver border. Extend base twelve inches beyond current edge of pavers.

### Tropicana Boulevard

- All Volunteer plants and vines growing within ground covers or shrub beds need to be removed.
- Recommend all paver areas be pressure washed and treated with “Wet & Forget” mold treatment spray.
- Repaint median end numbering.
- Median #2: Remove the coupler valve box top and lid and install new ones.
- Median #3 (bridge): Remove Blueberry Flax Lily growing in Iris.
- Median #4 and #5:
  - Remove Asparagus fern growing in Juniper plants.
  - Install four Crape Myrtles.

### Fertilizer Schedule

The 2025 – 2026 recommended fertilization schedule for all roadways are included with the report.

### Comments

**Mr. Schumacher** reported:

- A vehicular accident downed a decorative light pole on the south end of Median #5.
- Power was turned off and Simmonds Electrical, Inc. notified, and a repair/replacement quote requested.
- An insurance claim will be filed with the Risk Management Division if an accident report is available from the Sheriff’s Office.

## 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 16, 2025, prepared September 8, 2025.

- Purchase Orders
  1. Agriculture Service International – irrigation services.
  2. A & M Property Maintenance – ground maintenance.
    - a. Incidentals – landscape plants, materials, and refurbishment.
    - b. Maintenance – regular landscape & irrigation maintenance.
  3. FPL – electricity.
  4. Howard Fertilizer – fertilizer.
  5. Lykins-Signtek – “Welcome Sign”
  6. McGee & Associates – landscape architectural services.
  7. Naples Christmas Lighting – Holiday decorations.
  8. Naples Electric motor Works (NEMW) – pump station maintenance.

## MINUTES

9. Premier Staffing – transcription services.
10. Simmonds Electrical – electrical maintenance and repairs.
11. SiteOne Landscape Supply – irrigation parts & components.
12. Southeast Spreading – mulch.
13. Tree Scaping of Naples – tree pruning and removal.

- Budget Summary
  1. Line 1, Revenues and Interest – Of the \$743,200 budgeted, \$783,427 has been collected, a surplus of \$40,227.
  2. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds \$2,006,206.
  3. All Revenues – Of the \$2,749,406 budgeted, \$783,427 has been collected leaving an available balance of \$1,966,978 (the sum of lines 1 and 2) minus Expenditures.
  4. Line 21, Operating Expense – Of \$384,906 budgeted, \$78,834 is committed on to existing Purchase Orders and \$267,453 is expended, leaving the remainder of \$42,618 available within budget for additional operating expenses as needed.
  5. Line 25, County Overhead – Of the \$87,300 budgeted, \$87,171 has been transferred, and a balance of \$126 remains for transfer (PTNE Staff & support, Property Appraiser, & Tax Collector).
  6. Line 28, Capital Projects – Of the \$2,277,200 budgeted, a Purchase Order in the amount of \$31,738 has been issued for irrigation repairs, leaving \$2,245,461 available for improvement projects.
  7. Line 29, All Expenses – Of \$2,749,406 budgeted, \$106,572 is committed in existing Purchase Orders, \$354,624 has been expended, leaving a remainder of \$2,288,208 available for MSTU expenditures.
  8. Line 30, FY-25 Budget Grand Total – budgeted Revenues (Line 3) and All Expenses (Line 28) are equal and cancel-out, \$106,572 remains committed to existing Purchase Orders, collected Revenues exceed Expenses by \$428,802 and \$322,229 are Unexpended.
- General
  1. MSTU Tax Rate: 0.5000 Mills is for beautification improvements and maintenance within the taxing district.
  2. The Ad Valorem taxable value increased 8.94% for fiscal year 2025 over 2024 generating additional revenue of \$129,275.
  3. 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 Capital Projects category will fund pump station repairs and the proposed irrigation and landscape project(s) on Golden Gate Parkway.
- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- The Office of Budget Management (OMB) will be requested to add a line item in the FY-26 budget to allocate \$150,000 for each of the four MSTU roadways in the Capital Improvements category dedicated to funding expenses incurred for disaster/catastrophic events.

**Fiscal Year 2026 Budget**

- The FY-26 budget is effective October 1, 2025.

## MINUTES

- The Ad Valorem taxable value will be updated in the FY-26 budget.
- Funds not spent on FY-25 will be carried forward to FY-26.
- Asset Management Plan assets and expenditure projections to fund maintenance will be updated for 2026.

### B. Committee Terms Expiring and Reapplications

Mr. Schumacher reported two seats, each for a four-year term, are available on the Golden Gate Beautification MSTU Advisory Committee.

Patricia Spencer and Florence Holmes applied for reappointment.

The applicants recommended will be considered for appointment to the Advisory Committee at the October meeting of the Board of County Commissioners.

### Meeting Schedule

The October 21, 2025 is cancelled. The next MSTU meeting is scheduled for November 18, 2025.

## IX. ONGOING BUSINESS

### A. Parkway Landscape & Irrigation Median Improvements

#### Proposed Cost Share – Road, Bridge & Stormwater Division (RBSD)

- Estimated cost proposals for Landscape and Irrigation improvements on Golden Gate Parkway/Golden Gate Bridge, west of the welcome sign at the intersection of Santa Barbara Boulevard, and east toward the bridge over the canal, were presented.
- Irrigation installation will commence, based on the contractor's availability and issuance of a Purchase Order.
- The formal bid package for landscaping will be distributed on September 25, 2025.
- A Notice-to-Proceed will be issued upon completion of the irrigation installation.
- The Road Maintenance Division will be responsible for installing and maintaining the improvements.

*Mr. Jefferson motioned to approve the Road Maintenance Division's cost sharing proposal for Parkway Landscape and Irrigation Median Improvements from Santa Barbara Boulevard to 52<sup>nd</sup> Terrace SW (including the Parkway canal bridge) for an amount of fifty per cent of total cost, not to exceed \$70,000.00. Second by Ms. Holmes. Carried unanimously 3 – 0.*

#### List of Beautification Master Plan

The Committee will consider participating in the landscape improvement project for Santa Barbara Boulevard from I75 to Copperleaf Lane at a future date.

### B. Sunshine Irrigation Pump Station

Mr. Schumacher reported:

- Agricultural Services International (ASI) installed a pre-manufactured Rain Bird Compact Low Profile VFD Pump Station.
- The FPL power pole is single phase power input; the irrigation pump motor is three phase power output. The Variable Frequency Drive (VFD) will be revised with a compatible VFD component.
- The meter and/or piping will be moved into an underground box.
- ASI is scheduled to complete the installation week ending September 27, 2025.

## MINUTES

- The vendor is paid when the project is complete.

### X. NEW BUSINESS

Mr. Schumacher reported:

#### A. Holiday Décor 2025

- Naples Christmas Lighting, a Division of Sight N Sound, submitted quote #1097, dated September 11, 2025, in the amount of \$3,500.00, to install holiday decorations and lighting in the Right-of-Way (ROW) on Golden Gate Parkway, at the intersection of Santa Barbara Blvd.
- The Committee decorations will incorporate the renovated community sign and surrounding foliage.
- Warm white and multi-colored lights will be placed in palm bushes.
- Four Palm trees behind the sign will be wrapped with lights.
- Decorations will be confined to the mulched bed area.
- Text and email contact information was provided to report seasonal light outages.

*Mr. Schumacher will confirm the low plants in front of the sign will be lit.*

*Mr. Jefferson motioned to approved Naples Christmas Lighting's quote #1097, dated September 11, 2025, for an amount not to exceed \$5,000.00, to install holiday decorations and LED lighting in the Right-of-Way on Golden Gate Parkway, at the intersection of Santa Barbara Boulevard. Second by Ms. Holmes. Carried unanimously 3 – 0*

### XI. COMMITTEE MEMBER COMMENTS

Mr. Schumacher updated the Committee on the Public Utility Department's (PUD) relocation of the Tropicana Pedestrian Shelter.

- Q Grady Minor & Associates, LLC, the civil engineering consultants for the project, was notified of the Committees recommendation to remove the structure.
- Pavers and the trash receptacle for the existing shelter will be salvaged and stored by the County for use in other areas as needed.

*Mr. Schumacher will recommend removal of the structure down to the anchor poles.*

### XII. ADJOURNMENT

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:23 P.M.*

## GOLDEN GATE MSTU ADVISORY COMMITTEE



Patricia Spencer, Chair

The Minutes were approved by the Committee on 12-16-2025 as presented \_\_\_\_ or as amended \_\_\_\_.

MINUTES

**GoldenGateBeautificationMSTU/CollierPTNE**

NEXT MEETING:

**OCTOBER 21, 2025 – 4:30 PM**  
**GOLDEN GATE COMMUNITY CENTER**  
**4701 GOLDEN GATE PARKWAY**  
**NAPLES, FL 34116**