



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

**8300 Radio Road
Naples, FL 34104
SEPTEMBER 21, 2021**

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 four was present.

II. Attendance

Advisory Committee	Patricia Spencer – Chair Paula Rogan – Vice Chair Florence “Dusty” Holmes Ron Jefferson Vacancy
Staff	Michelle Arnold – PTNE Director (Excused) Dan Schumacher – Project Manager Rosio Garcia – Administrative Assistant (Excused)
Landscape	Mike McGee – Landscape Architect, McGee & Assoc. (Excused) Marcus May – Grounds Maintenance, Mainscape (Excused)
Other	Wendy Warren – Transcription, Premier

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Approval of Agenda

Chair Spencer moved to approve the Agenda as amended:

Add: Item VIII. Project Managers Report - F. McGee & Associates Contract Proposal.

Second by Ms. Rogan. Carried unanimously 4 - 0.

MINUTES

V. Approval of Minutes August 17, 2021

Chair Spencer moved to approve the minutes of the August 17, 2021, meeting as presented. Second by Ms. Holmes. Carried unanimously 4 - 0.

VI. Landscape Maintenance Report – Mainscape Landscaping Company

This item was tabled to the October 2021 meeting.

VII. Landscape Architect's Report – McGee & Associates

Landscape maintenance service observations detailed in the Summary Report will be reviewed at the October 2021 meeting.

Irrigation and Water Usage

The HydroPoint irrigation system has reduced water usage and offers the following benefits:

- Remote cell phone communication.
- Performance of wet checks via cell phone.
- Modification of irrigation parameters.
- Leak detection: notification sent, and system shut down.

August 2021 water usage per WeatherTrak controller:

- Tropicana Boulevard – 67,636 gallons.
- Sunshine Boulevard – 154,593 gallons.
- Coronado Pkwy & Hunter Boulevard – 77,204 gallons.

VIII. Project Manager's Report

A. Committee Applications & Vote

In accordance with County policy, three (3) advisory committee seats of the Golden Gate M.S.T.U., available for 4-year terms commencing October 2021, were advertised. Current members and community residents are eligible to apply.

Applications received:

- Florence Holmes
- Alex Lubin – new application
- Patricia Spencer

Recommendation to re-appoint member Florence Holmes

The Committee discussed Ms. Holmes' application for the open position on the M.S.T.U. effective October 7, 2021, to October 6, 2025, noting the significance of her participation and willingness to serve.

Chair Spencer moved to recommend the Board of County Commissioners re-appoint Florence Holmes to the Golden Gate M.S.T.U. Advisory Committee. Second by Mr. Jefferson. Carried unanimously 4 - 0.

New Applicant Alex Lubin

The Committee decided not to act on the application until Mr. Lubin confirms his interest in participating in the M.S.T.U.

MINUTES

Recommendation to re-appoint Patricia Spencer

The Committee discussed Ms. Spencer's application for the open position on the M.S.T.U. effective October 7, 2021, to October 6, 2025, noting the contributions she has made to the Committee and her willingness to be reappointed.

Ms. Holmes moved to recommend the Board of County Commissioners re-appoint Ms. Spencer to the Golden Gate M.S.T.U. Advisory Committee. Second by Mr. Jefferson. Carried unanimously 4 - 0.

Appointments are subject to Board of County Commissioners (BCC) approval.

B. Florida Sunshine Law

Website links were provided to members for an opportunity to review the requirements of the Sunshine Laws.

- [Sunshine Law Presentation Guide/Collier County, FL \(colliercountyfl.gov\)](http://colliercountyfl.gov)
- [PowerPoint Presentation \(colliercountyfl.gov\)](http://colliercountyfl.gov)

C. Budget Report

Mr. Schumacher summarized the "Golden Gate MSTU Fund Budget 153 dated September 21, 2021" for information purposes and provided an overview of the budget noting:

- FY21 Ad Valorem property tax revenue budget is \$493,900.00, an increase of 11.44% over FY20.
- Total revenue FY21 is \$1,304,234.75 including investment interest, transfers, and contributions (minus a 5% reserve of \$25,100.00 – based on total revenue plus Investment Interest of \$8,000.00).
- The FY-21 Millage rate remains constant at 0.5000%.
- Current Operating Expense Budget is \$330,834.75 of which Commitment's total \$125,808.27; Expenditures \$127,505.84.
- Uncommitted Operating Expense funds available are \$77,520.64.
- Invoices for Median Refurbishment will be debited from Landscape Incidentals, Line 16. The budgeted amount will be increased from \$30,000.00 to \$55,000.00, as approved by the Committee, and will be offset by the reserve surplus in Operating expense, Line 33.
- When the amount of funds expended in Line 16 exceeds the amount budgeted, the negative figure in the budget remainder column will be shown in red through the end of the fiscal year.
- The Landscape Ground Maintenance Purchase Order, Line 17, is for routine monthly maintenance. Inconsistencies between contract specifications and actual bills submitted has resulted in delayed processing of invoices. The budget remainder of \$80,000.00 is adequate.
- FY-21 outstanding expenditures for landscape maintenance and refurbishment will be applied to Mainscape's FY-21 Purchase Order, rolled over to FY-22.
- Naples Electric Motor Works invoice, in the amount of \$606.46, funded a repair to the variable frequency drive on the irrigation pump on Hunter Blvd.
- Florida Power & Light expense funds electricity for lights and pumps.
- SiteOne supplies parts for the irrigation system.
- Transfer to 111, Line 37, is reimbursement for MSTU staff salaries and partially for services provided by other County divisions.
- Improvements General Fund, Line 36, reserved to fund capital projects or multi-year landscape contract deficit, available balance is \$905,000.00. Funds can be accessed for project participation consistent with the beautification ordinance.

MINUTES

- Financial Transfer to the Property Appraiser, Line 38, is fees for services rendered by the department.
- Financial Transfer to the Tax Collector, Line 39, is fees incurred for verification of MSTU tax collections.
- Total available balance, less committed expenses, is \$983,760.13.
- Unexpended funds will roll over to the FY-22 budget.

The Golden Gate M.S.T.U. FY-22 budget is effective October 1, 2021. Unexpended funds from Operating Expenses and the Capital Outlay category will be “rolled-over” to the FY-22 budget. Purchase Order requests for FY-22 will be submitted to the Procurement Division.

D. Replacement Bridge – Santa Barbara Canal

Dennis McCoy, Sr. Engineering Project Manager, Collier County Growth Management Division (GMD), updated Mr. Schumacher on the project and confirmed receipt of the M.S.T.U.’s railing sample style preference for the bridge.

He noted:

- A vendor has been selected for the design and construction phase of the project.
- A contract for the design/build phase of the project including permitting, will be presented to the Board of County Commissioners (BCC) for approval.
- Contract award and execution is expected by January 2022.
- Estimated time frame for the Design phase is six (6) to eight (8) months.
- The Construction phase has an approximate completion date of August 2023.

Mr. Schumacher conveyed the M.S.T.U.’s choice for the railing design and the M.S.T.U. would consider funding the expense for the upgraded design.

E. Golden Gate Parkway – Add a “Welcome” sign in the ROW, near CR 951.

Mr. Schumacher contacted the Right of Way (ROW) Department concerning permitting requirements for a new “*Welcome to Golden Gate City*” sign in a median near the east end of Golden Gate Parkway, close to Collier Blvd.

Signs on a median in the ROW may not be permissible.

A reply has not been received in time for this committee meeting.

F. McGee & Associates Contract Proposal

McGee & Associates submitted a proposal in the amount of \$23,290.00, for Annual Services for Landscape Architectural Maintenance Consulting Services for the Golden Gate Beautification M.S.T.U. for FY-22.

Mr. Jefferson motioned to continue McGee & Associates “Annual Services for Landscape Architectural Maintenance Consulting Services for the Golden Gate Beautification M.S.T.U., Fixed Term Continuing Contract” M & A 2021-I for one year. Second by Chair Spencer.

Carried unanimously 4 – 0.

Staff will submit a Purchase Order request.

MINUTES

IX. Old Business

Parkway Flagpole

The lanyard nylon rope wrapping was replaced by Signs & Things. The company noted the internal hardware is in good condition.

X. New Business

None

XI. Public and Board Comments

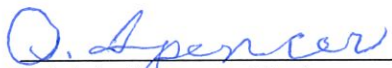
Mr. Jefferson reported the Golden Gate Civic Association presented an update via ZOOM at the September 2021 meeting on the proposed *Rural Neighborhoods* project.

Plans for the County-owned Golden Gate Golf Course site bordering Collier Boulevard may include housing for 'public service' workers (teachers, fire dept, sheriff's office) and possibly a bridge across the canal for high school student crossing.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:12 P.M.

GATE MSTU ADVISORY COMMITTEE



Patricia Spencer, Chair

The Minutes were approved by the Committee on _____, 2021 as presented _____ or as amended _____.

**NEXT MEETING:
OCTOBER 19, 2021 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116**

Golden Gate MSTU
FY-22
October 19, 2021

	FY-22	Vendor	Item	PO#	Budget	Commitments	Expenditures	Budget Remainder
1	CUR AD VALOREM TAX				\$ (533,600.00)	\$ -	\$ (67.83)	\$ (533,532.17)
2	DEL AD VALOREM				\$ -	\$ -	\$ -	\$ -
3	OVERNIGHT INTEREST				\$ -	\$ -	\$ -	\$ -
4	INVESTMENT INTEREST				\$ (4,900.00)	\$ -	\$ -	\$ (4,900.00)
5	INTEREST TAX COLL.				\$ -	\$ -	\$ -	\$ -
6	REVENUE STRUCTURE				\$ (538,500.00)	\$ -	\$ (67.83)	\$ (538,432.17)
7	TRANS FROM PROPERTY APPRAISER				\$ -	\$ -	\$ -	\$ -
8	TRANS FROM TAX COLLECTOR				\$ -	\$ -	\$ -	\$ -
9	CARRY FORWARD GEN				\$ (1,076,100.00)	\$ -	\$ -	\$ (1,076,100.00)
10	CARRY FORWARD OF ENCUMB				\$ (87,460.68)	\$ -	\$ -	\$ (87,460.68)
11	NEG 5% EST REV				\$ 27,000.00	\$ -	\$ -	\$ 27,000.00
12	TRANSFERS & CONTRIB				\$ (1,136,560.68)	\$ -	\$ -	\$ (1,136,560.68)
13	TOTAL REVENUE				\$ (1,675,060.68)	\$ -	\$ (67.83)	\$ (1,674,992.85)
14	ENG. FEES & OTHERS	McGee & Associates	Landscape Architect	4500214762	\$ 30,000.00	\$ 23,290.00	\$ -	\$ 6,710.00
15	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	\$ 4,600.00	\$ -	\$ -	\$ 4,600.00
		Mainscape	Landscape Incidentals	4500206700	\$ -	\$ 30,395.75	\$ 4,770.00	\$ -
		Mainscape	Landscape Incidentals	4500213923	\$ -	\$ 30,000.00	\$ -	\$ -
16	LANDSCAPE INCIDENTALS				\$ 65,165.75	\$ 60,395.75	\$ 4,770.00	\$ -
		Mainscape	Grounds Maintenance	4500206700	\$ -	\$ 42,144.93	\$ -	\$ -
		Mainscape	Grounds Maintenance	4500213923	\$ -	\$ 120,000.00	\$ -	\$ -
17	OTHER CONTRACTUAL				\$ 270,744.93	\$ 162,144.93	\$ -	\$ 108,600.00
18	ELECTRICITY	FPL	Electricity	4700004404	\$ 3,500.00	\$ 2,649.33	\$ 125.67	\$ 725.00
19	INSURANCE GENERAL	Collier County	Insurance General	Direct Pay	\$ 600.00	\$ -	\$ -	\$ 600.00
20	SPRINKLER SYSTEM	SiteOne Landscaping Supply	Irrigation Parts	4500213961	\$ 5,000.00	\$ 2,500.00	\$ -	\$ 2,500.00
		Mainscape	Grounds Maintenance	4500206700	\$ -	\$ 10,150.00	\$ -	\$ -
		Mainscape	Grounds Maintenance	4500213923	\$ -	\$ 10,000.00	\$ -	\$ -
21	MULCH				\$ 20,150.00	\$ 20,150.00	\$ -	\$ -
22	LIGHTING MAINTENANCE	Harts Electrical	Lighting Maintenance	4500213924	\$ 10,000.00	\$ 1,000.00	\$ -	\$ 9,000.00
23	LICENSE & PERMITS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
24	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist	4500213962	\$ 4,000.00	\$ 2,950.00	\$ -	\$ 1,050.00
25	OFFICE SUPPLIES				\$ 300.00	\$ -	\$ -	\$ 300.00
26	COPYING CHARGES	JM Todd	Copies	TBD	\$ 300.00	\$ -	\$ -	\$ 300.00
27	FERT HERB CHEM				\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
28	OTHER OPERATING				\$ 500.00	\$ -	\$ -	\$ 500.00
29	OTHER TRAINING				\$ 200.00	\$ -	\$ -	\$ 200.00
30	OPERATING EXPENSE				\$ 422,060.68	\$ 275,080.01	\$ 4,895.67	\$ 142,085.00
31	IMPROVEMENTS GENERAL				\$ 1,181,200.00	\$ -	\$ -	\$ 1,181,200.00
32	CAPITAL OUTLAY				\$ 1,181,200.00	\$ -	\$ -	\$ 1,181,200.00
33	TRANS FROM 152 FUND TO 111 FUND		Reimbursement for Staff Support		\$ 56,000.00	\$ -	\$ -	\$ 56,000.00
34	TRANS FROM PROPERTY APPRAISER				\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
35	TRANS FROM TAX COLLECTOR				\$ 11,300.00	\$ -	\$ 1.36	\$ 11,298.64
36	TRANSFERS				\$ 71,800.00	\$ -	\$ 1.36	\$ 71,798.64
37	TOTAL BUDGET				\$ 1,675,060.68	\$ 275,080.01	\$ 4,897.03	\$ 1,395,083.64

478,980,702	FY 12 Final Taxable Value
516,253,177	FY 13 Final Taxable Value
533,888,677	FY 14 Final Taxable Value
575,541,732	FY 15 Final Taxable Value
611,031,317	FY 16 Final Taxable Value
673,743,701	FY 17 Final Taxable Value
749,340,700	FY 18 Final Taxable Value
813,136,298	FY 19 Final Taxable Value
885,583,987	FY 20 Final Taxable Value
987,248,891	FY 21 Final Taxable Value
1,067,214,660	FY 22 Final Taxable Value
8.10%	Adjustment FY 21 to FY 22
	FY 22 Adopted Taxable Value
Millage 0.5000	FY 21 0.5000
Tax Dollars 533,607	493,624

0.5 mill cap
8.10%

Total Available Balance	\$ 1,395,083.64
Plus Committed And Not Spent	\$ 275,080.01
Estimated Cash	\$ 1,670,163.65
Estimated Cash Less	\$ 1,136,631.48
Uncollected Taxes	

Prepared on 10/19/2021