



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

**8300 Radio Road
Naples, FL 34104**

July 16, 2024

MINUTES

I. Call to Order

The meeting was called to order at 5:28 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
- Vacancy -

Staff

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

Landscape

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

Others

N/A

III. Pledge of Allegiance

The Pledge of Allegiance was not recited – US flag unavailable.

IV. Approval of Agenda

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

V. Approval of Minutes – June 18, 2024

Chair Spencer moved to approve the minutes of the June 18, 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:

- Clean up of existing conditions in the medians continues.
- No unexpected issues have been noted.
- Based on McGee & Associates reports, A&M is creating a spreadsheet of the recommended plant, palm, and tree replacements for each roadway – from which quotes can be submitted.

VII. Landscape Architect’s Report – McGee & Associates

A. Maintenance Reports – July 2, 2024 Observations

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

(Full reports are included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

Mr. McGee reported:

- Progress to address landscape maintenance items identified in the current reports should continue.

Coronado & Hunter

- Fertilize Perennial Peanut as specified in report.
- Is seed stalk removal from Alexander palms included in the standard Maintenance bid schedule?

Sunshine Boulevard

- Many Bougainvillea shrubs remain with Torpedo grass to be removed.
- Review Duckbill tree staking system quarterly to determine if cables need adjustments.

Tropicana Boulevard

- None.

Mr. Schumacher will request landscaping replacement quotes from A & M Property upon receipt of the spreadsheet tabulation of items to be quoted.

B. Irrigation Extensions – Colden Gate Pkwy

1. Road Maintenance Division (RM) is considering restoration of irrigation lines on Golden Gate Parkway medians west of the community Welcome sign near the intersection at Santa Barbara Blvd, and at the east and west approaches to the recently completed new bridge over the Santa Barbara Canal.
2. At the direction of the Advisory Committee, McGee & Associates will provide a design and materials list under an existing line item in the existing FY-24 work order.
3. With the McGee design, quotes for materials and installation will be updated.

Mr. Schumacher will discuss the project with Pam Lulich, Manager, Landscape Operations, Road Maintenance Div and update the Committee on the project at the August 2024 meeting.

VIII. Project Manager’s Report

Mr. Schumacher reported:

A. Budget Report

(The 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 July 16 2024, prepared June 9, 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. McGee & Associates – landscape architectural services.
 5. Naples Christmas Lighting – Holiday decorations.
 6. Naples Electric motor Works (NEMW) – pump station maintenance.
 7. Premier Staffing – transcription services.
 8. Simmonds Electrical – electrical maintenance and repairs.
 9. SiteOne Landscape Supply – irrigation parts & components.
 10. Southeast Spreading – mulch.
 12. Thomas Marine – Golden Gate Parkway bridge – MSTU railing upgrade.
 11. Tree Scaping of Naples – tree pruning.

- Budget Summary
 1. Line 1, Ad Valorem Tax Collections & Interest – Of the \$682,100 budgeted, \$698,844.07 has been collected and a balance overage of \$16,744.07 remains.
 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, \$698,844 has been collected and a balance overage of \$16,744 remains, leaving an available balance of \$1,679,688 (the sum of lines 1 and 2).
 4. Line 20, Operating Expense – Of \$332,860 budgeted, \$135,648 is committed on MSTU-issued Purchase Orders and \$181,385 has been spent, leaving the remainder of \$15,826 available within budget for additional operating expenses as needed.
 5. Line 24, County Overhead – Of the \$84,000 budgeted, \$83,234 has been transferred, and a balance of \$765 remains to be assessed (PTNE Staff & support, Property Appraiser, & Tax Collector).
 6. Line 26, Capital Projects – Of the \$1,978,416 budgeted, \$22,115 has been transferred and a balance of \$1,956,300 remains to be assessed.
 7. Line 27, All Expenses – Of \$2,395,276 budgeted, \$135,648 is committed to existing Purchase Orders, and \$286,735 in total expenditures, leaving a remainder of \$1,972,892 available within the FY-24 budget.

MINUTES

- 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.
- Two Purchase Orders were issued to A & M Property Maintenance for grounds and incidentals.
- 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 would 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 exceeding 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)

Mr. Schumacher reported:

- The “*Welcome to Golden Gate City Sign*” interior panel will incorporate features of the existing sign.
- A Request for Quote to repaint the sign, emboss the graphics and bird illustration, will be issued to three qualified contractors.
- The planned renovations and price will be submitted to the Advisory Committee for approval prior to placement of the order.

C. Summer Meeting Break

The Committee agreed to meet in August, with an option to cancel.

IX. Old Business

Mr. Schumacher reported design and cost proposals for holiday decorations and lighting will commence in July.

X. New Business

Sidewalk Reconstruction
(previously, from June)

MINUTES

Mr. Schumacher consulted the Road Maintenance design group on standards for sidewalk reconstruction on Coronado Parkway in the vicinity of the new water line installation.

- Sidewalk installations must conform to FDOT specifications.
- Restoration can consist of crushed asphalt or six-foot-wide concrete slabs.
- The preliminary cost estimate of \$85.00 per square yard was submitted for Committee review.
- Cost may be borne by the MSTU or shared with the Road Maintenance Division.

XI. Public and Committee Comments

Coronado Parkway Street Light

Mr. Schumacher reported that while a new replacement light pole has been installed, only one lamp fixture is currently attached. He will inform FPL of the deficiency.

XII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 6:21 P.M.

GOLDEN GATE MSTU ADVISORY COMMITTEE



Patricia Spencer, Chair

The Minutes were approved by the Committee on 9-17, 2024 as presented or as amended .

<https://www.collierptne.com/mtsu/goldengate-beautification-advisory-committee/>

NEXT MEETING:

**AUGUST 20, 2024 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116**