



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

**3299 East Tamiami Trail, Suite 103
Naples, FL 34112**

August 20, 2013

MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:03 PM by Chairman Richard Sims.
A quorum established; three voting members were present.

II. ATTENDANCE

Chairman: Richard Sims

Vice Chair: Patricia Spencer

Member: Barbara Segura

Michael McElroy

Excused: Peggy Harris

County: Darryl Richard – MSTU Project Manager

Harry Sells – Assistant MSTU Project Manager

Others: Michael McGee – McGee & Associates

Dale Hannula, Thomas Gonzalez and Janet Pellican – Hannula
Landscaping

(JuriSolutions – Sue Flynn)

III. APPROVAL OF AGENDA

*Chairman Sims moved to approve the August 20, 2013 Agenda as presented.
Second by Vice Chair Spencer.*

Motion carried, 3-0.

IV. APPROVAL OF MINUTES – JULY 16, 2013

Change: Page 5, VII. - last bullet should read: “Sand Cord grass beds”

Chairman Sims moved to approve the July 16, 2013 minutes as amended.

Second by Mike McElroy.

Motion carried, 3-0.

V. MONTHLY BUDGET REPORT

Staff distributed and reviewed the Golden Gate Beautification MSTU Fund 153 dated August 20, 2013. (See attached)

- Current Ad Valorem Tax (Collected) \$6,159.49
- Capital Improvements (Available) \$448,500.00
- Operating Expense (Available) \$9,874.85
- Open Purchase Orders \$83,500.61
- Paid Purchase Orders \$204,923.34
- Capital Outlay (Available) \$441,040.00
- Reserves \$2,700.00
- Total Budget (Available) \$456,062.15

Darryl Richard recommended the Advisory Committee consider moving funds from Capital Outlay to Reserves for next fiscal year depending on the amount reflected the Reserves account.

Staff noted a change in the report now reflects the Certified Property Gross Taxable Value FY14 at \$536,912,682.

Vice Chairman Spencer noted an entry showing a payment for the ROW Permit for the West Entry Sign fee in the amount of \$2,000 and asked if it had been included in bid.

Darryl Richard stated it was not included in bid and it was typical to access permit fee separately.

VI. PROJECT MANAGER’S REPORT – DARRYL RICHARD

Staff distributed and reviewed a quote from Signcraft Signs and Things dated August 15, 2013 in the amount of \$1,460 to clean, wire brush, prime and repaint system with enamel paint, clean and repaint main sign panel with enamel paint. (See attached)

It was noted the warranty on the signage was beyond the one year warranty period.

Barbara Segura arrived 4:10 PM

Mike McElroy moved to approve the proposal from Signcraft in the amount of \$1,460.

Second by Chairman Sims.

Vice Chairman Spencer injected Gordon Spencer was still willing to wire brush and paint the sign posts. She noted “a good quality enamel paint was purchased for only \$40 and the only reason the sign posts has not been painted was due to the rains.”

Barbara Segura suggested Signcraft does the painting this time and Gordon Spencer could paint the next time it is required.

Motion carried, 3-0. Barbara Segura abstained.

Discussion was made on having the sign posts and the back and front of sign painted versus stained. It was decided Staff will check with Signcraft on staining and the project moved forward.

Staff noted the distribution of blank Maintenance Evaluation Report forms will be emailed to the Committee Members each month for the next six months. **Darryl Richard** requested the Committee Members complete the form email back them to him.

Darryl Richard distributed a proposal received from McGee and Associates for *Annual Services for Landscape Architectural Maintenance Consulting Services for the Golden Gate Beautification MSTU as permitted by Contract #12-5892 “Fixed Term Landscape Architectural Services - M&A 2013-017P”* dated August 8, 2013. (See attached) He recommended the Committee approve the annual maintenance proposal.

Mike McGee noted the annual maintenance proposal fees are the same as the last two years.

Chairman Sims moved to approve the proposal from McGee & Associates (\$17,160 with optional services \$8,300 for maintenance renewal for next year.)

Second by Mike McElroy.

Motion carried, 4-0.

VII. TRANSPORTATION MAINTENANCE REPORTS

A. Hannula Landscaping

A Materials and Work Bid Schedules for the Golden Gate Parkway West Entry Sign Report dated July 31, 2013 and the Golden Gate Parkway West Entry Sign Landscape and Irrigation dated August 20, 2013 in the amount of \$18,937.25 were distributed and reviewed. (See attached)

Dale Hannula reported:

- Tropicana Boulevard irrigation issues have been resolved.

Janet Pellican addressed Committee Member concerns voiced at the July 16, 2013 meeting regarding whether the irrigation system was working. She confirmed the system is fully functional and is currently working and is on a three days a week rain schedule.

- Hunter and Coronado transition was made without Commercial Land doing all the plant replacements they were suppose to.

Mike McGee stated he did not want to do plant replacements at this time due to some medians are wet and slow to drain. Some plants won't respond well.

Barbara Segura questioned whether it was really Commercial Land's fault that plants did not survive.

It was explained that Commercial Land's was responsible to monitor plants and Hannula monitor irrigation.

Discussion was made on water usage, irrigation checks, monitoring systems and meter readings. McGee & Associates receives reports from Hannula, water usage charts are reviewed. (See McGee & Associate Report)

VIII. LANDSCAPE ARCHITECT'S REPORT – MCGEE & ASSOCIATES

A. Maintenance Reports – Michael McGee

Reports were provided and distributed by McGee & Associates Landscape Architecture on Coronado Parkway and Hunter Boulevard, Sunshine Boulevard and Collier Boulevard – Part A & B and Green Boulevard – Median #1 for period August 2013. (See attached)

- *Tropicana Boulevard:*
(None)
- *Coronado Parkway and Hunter Boulevard:*
Weeds are not acceptable in multiple locations. Hannula needs to do whatever needs to be done to control and wait until after rainy season before applying mulch.

Mike McGee will provide a plant list for the narrow area for the Committee's review.

- *Golden Gate Parkway:*
 - Torpedo grass is the only major issue.
 - Started a spray program.
 - Retreat grass in African Iris

Mike McGee voiced concerns about not seeing much improvement on the Torpedo grass and weeds spreading. He advised Hannula to do whatever they had to do to resolve. He indicated the contract specifies “weed free.”

Dale Hannula stated 2 treatments were scheduled.

Janet Pellican responded in Hannula had a plan in place and then the rains came.

Mike McElroy directed Hannula to heed McGee and Associates requests on maintenance issues and not to fall behind again.

- *Sunshine Boulevard:*
(None)
- *Collier Boulevard and Green Boulevard:*
(See attached)

Darryl Richard indicated a priority of MSTU’s will consider hiring an electrical firm the first quarter of 2014 for annual lighting maintenance contract to setup a purchase order available to expedite any electrical work required.

Staff requested 3 quotes for the West Entry Sign Landscape and Irrigation annual contract. The only proposal received before deadline passed was submitted by Hannula.

Barbara Segura suggested the flag pole be installed after the sign is painted or stained.

It was noted the material for the flag pole had not been shipped.

Darryl Richard recommended the Committee consider the West Entry Sign proposal from Hannula in the amount of \$18,937.25.

The proposal was reviewed.

Barbara Segura moved to approve the quote from Hannula for the West Entry Sign Landscape and Irrigation that will go in effect after the sign is painted or stained and after flag pole has been installed.

Second by Mike McElroy.

Motion carried, 4-0.

Public Speaker

Bill Arthur, Civic Association stated he was not aware of the flag pole installation. He asked where the flag pole was going to be installed.

It was noted the flag pole would be installed in front of sign in the median.

Chairman Sims requested Mike McGee do a presentation on the flag pole installation at the next Civic Association meeting on September 9, 2013 at 6:30 PM. The Civic Association meets at the Golden Gate Community Center.

IX. OLD BUSINESS
(None)

X. NEW BUSINESS
(None)

XI. PUBLIC COMMENTS

NEXT MEETING: SEPTEMBER 17, 2013 AT 4:00 PM
GOLDEN GATE COMMUNITY CENTER

There being no further business for the good of the County, the Meeting was adjourned by order of the Chairman at 5:10 PM.

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

Richard Sims, Chairman

The Minutes were approved by the Committee Chair on _____, 2013,
“as submitted” **OR** “as amended” .