



**Radio Road Beautification M.S.T.U.  
Advisory Committee  
8300 Radio Road  
Naples, Florida 34104**

**December 12, 2022**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**Chair Lewis** called the meeting to order at 3:01 PM.

A quorum of five was present. The Pledge of Allegiance was recited.

**II. ATTENDANCE**

Advisory Committee: Dale Lewis, Chair; Maria Schoenfelder, Vice Chair.

Michael Cashman; Frank Cooper; Harry Wilson

County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE (ZOOM);  
Rosio Garcia, Operations Coordinator (Excused)

Landscape: Juan Cruz, Superior Landscaping and Lawn Service

Others: Wendy Warren, Premier Staffing, Transcriptionist

**III. APPROVAL OF AGENDA**

*Chair Lewis moved to approve the Agenda of the Radio Road Beautification M.S.T.U.*

*Second by Vice Chair Schoenfelder. Carried unanimously 5 - 0.*

**IV. APPROVAL OF MINUTES**

**September 12, 2022**

*Chair Lewis moved to approve the minutes of the September 12, 2022, meeting as presented.*

*Second by Mr. Cooper. Carried unanimously 5 - 0.*

**November 14, 2022**

*Chair Lewis moved to approve the minutes of the November 14, 2022, meeting as presented.*

*Second by Mr. Cashman. Carried unanimously 5 - 0.*

**V. LANDSCAPE MAINTENANCE REPORT – Introduction of Superior Landscaping**

**Mr. Sells** introduced Juan Cruz, Supervisor for Superior Landscaping and Lawn Service who also maintains Radio Road for Collier County.

- The three-year contract, with two (2) one-year renewal options, commencing December 12, 2022, includes monthly landscape and irrigation maintenance of Devonshire Boulevard and the Rich King Memorial Greenway landscaping.

*Mr. Sells noted that ornamental trees on Devonshire Boulevard, destroyed by Hurricane Ian, have yet to be replaced.*

**VI. PROJECT MANAGER REPORT – Harry Sells**

**A. Review Current Budget Report 12/12/2022**

**Radio Road MSTU Fund Budget 158 dated December 12, 2022**

- FY-23 Taxable Value increased 17.39% over FY-22.

- The FY-23 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
- The FY-23 budget will be funded by Carry Forward Funds.
- Transfers and Contributions, Line 9, are \$332,326.20, a carry-over of unexpended FY-22 funds.
- Total Revenue, Line 10, is \$443,026.20, including investment interest, transfers, contributions, and expenditures.
- Purchase Orders: (Contractors)
  - Hannula Landscaping – Landscape & Irrigation for Rich King Entryway. *The project is completed.*
  - Premier Staffing – Transcription Services.
  - SiteOne Landscape Supply – Irrigation Parts & Pumps.
  - Superior Landscaping Services –
    - Incidentals is for landscape refurbishment and miscellaneous.
    - Grounds Maintenance includes irrigation repairs.
- Red indicates a Purchase Order has been closed and the money expended.
- Operating Expense, Line 25, is budgeted at \$154,700.00; with current Commitments of \$94,270.69, Expenditures of \$11,722.01, and a Budget Remainder (unspent operating funds) of \$48,707.30.
- Capital Outlay, Line 27, budgeted at \$68,026.20, has a current Commitment of 8,000.00 for balance of payment on the *Rich King Memorial Greenway Entrance Project*, Expenditures for invoices paid to Hannula Landscaping in the amount of \$10,026.20 and a Budget remainder of \$50,000.00.
- Transfer to Fund 111, Line 28, in the amount of \$43,900.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Reserves, Line 31, budgeted at \$67,400.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 32, lists FY-23 M.S.T.U. budgeted funds at \$334,026.20; with tabulated Commitments of \$102,270.69, Expenditures of \$21,748.21, and a Budget Remainder (total unspent funds) of \$210,007.30. The Budget amount of \$334,026.20 does not change during the fiscal year.

**B. Sightline Issues at Appleby – Removal of Plants**

- Green Apple Ficus shrubs were removed to improve the left view line of sight exiting the shopping center at the Appleby location.
- A cost quote will be solicited to remove four (4) Sabal Palms on Devonshire Boulevard.

*Vice Chair Schoenfelder motioned to retain five Sabal Palms in the existing group in the Devonshire Boulevard median. Second by Chair Lewis. Carried unanimously 5 – 0.*

**C. Status of Irrigation System**

Rich King Memorial Greenway

- Adjustments are being made to the system to ensure the volume of water distributed is adequate for the plantings.
- The system has a smart irrigation controller which can be operated manually if necessary.

**D. Rich King Refurbishment Status Report**

Hannula Landscaping and Irrigation, Inc. has completed the landscaping project at the south entry of the Rich King Memorial Greenway on Radio Road.

- Florida Power & Light's (FPL) installation of poles on the east side of the property damaged a palm tree, perennial peanut and possibly irrigation lines.
- FPL will pay for the refurbishment of damaged M.S.T.U. assets.

## VII. OLD BUSINESS

### A. Discussion of Budget Reserve Policy, Maintenance Plan

#### Reserve for Capital

- Funds from Reserves, Line 30, can be accessed for the current year's expenditures or to finance special projects consistent with the M.S.T.U. Ordinance, upon a recommendation by the Advisory Committee and approval by the Board of County Commissioners (BCC).
- The *Capital Asset Management Plan*, which identifies community assets and defines financial requirements to maintain these assets, as well as reserves for catastrophic events, are reflected in the Budget as *Capital for Reserve*.
- The maintenance of the Rich King Greenway will increase original projection for annual landscape maintenance by \$3,000.00, bringing the total commitment to \$106,900.00.
- Structural damage caused by Hurricane Ian was significantly less than Hurricane Irma, however Reserves must be adequate to finance a catastrophic event.

The Committee discussed:

- The Plan, updated annually, should be formatted in two (2) sections –
  - Asset Repair and Replacement expense short and long term.
  - Asset Annual Maintenance Expense.

#### **Mr. Sells will:**

- Reformat and update the Asset Management Plan report.
- Present the plan for review to the Committee at the January 2023 meeting.
- Initiate internal FY-23 budget discussions with the Office of Budget Management (OMB).

*Ms. Arnold commented the Committee's proactive approach to the review of Reserve Funds and interest in collecting data for documentation and tabulation to identify needs is positive.*

### B. Radio Road at Devonshire Blvd. and Countryside Dr. Intersection Improvements

- The Road Maintenance Division and Traffic Operations plan to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet.
- The main water line for Devonshire Blvd. runs under the roadway and must be relocated.
- The Road Maintenance Division will prepare the contract, perform the work, and install a new irrigation line parallel to the County's line.
- Funds for the irrigation line relocation will be expensed from the M.S.T.U. Capital Outlay budget after installation.

*The Committee will be apprised of the timeline and cost for the irrigation line construction by Staff at a future meeting.*

VIII. NEW BUSINESS

None

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:18 P.M.*

NEXT M.S.T.U. MEETING  
JANUARY 9, 2023 - 3:00 PM  
495 Belville Boulevard  
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE



, Chair

The Minutes were approved by the Committee on 2/13, 2023 as presented X or as amended \_\_\_\_.