



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

January 11, 2021

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Lewis called the meeting to order at 3:24 PM.

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

II. ATTENDANCE

Advisory Committee: Dale Lewis; Chairman; Maria Schoenfelder; Vice-Chair; Helen Carella (Excused); Frank Cooper (Excused); Harry Wilson

County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE; Rosio Garcia, Administrative Assistant

Others: Wendy Warren, Transcriptionist; Robert Hinzmann, Resident.

III. APPROVAL OF AGENDA

Vice-Chair Schoenfelder moved to approve the Agenda of the Radio Road Beautification M.S.T.U.

as presented. Second by Mr. Wilson. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES – February 10, 2020

Mr. Wilson moved to approve the minutes of the February 10, 2020 as presented. Second by Chair Lewis. Carried unanimously 3 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Robert Kindelan, Superb Landscape (excused).

Mr. Sells reported the Clusia hedge was pruned and that the Black Olive trees on the West side and all large trees in the medians will be pruned in the next month. The Black Olive trees will be lifted and thinned. The lifting will raise the lower limbs ten feet above the sidewalk and the Clusia hedge.

VI. PROJECT MANAGER REPORT – Harry Sells

A. BUDGET REPORT JANUARY 11, 2021

Mr. Sells distributed the “Radio Road MSTU Funds 158 Budget for January 11, 2021 for information purposes highlighting as follows:

- The FY-21 millage rate of 0.0000, was approved by the Board of County Commissioners (BCC).

The MSTU will be operating off Reserve funding for the year.

- Taxable Value increased 4.15% FY-20.
- Total revenue FY-20 is \$658,788.15 including Investment Interest, 2019 Carry Forward Transfers and Contributions (minus a 5% reserve of \$400 – based on Investment Interest of \$8,000.00).

- The budget will be funded by Carry Forward Funds. Income is recorded as a negative number, expenses positive.

- Operating Expense Budget is \$129,388.15.
- Unencumbered Operating Expense funds available are \$22,877.65.
- Majority of expenditures fund grounds maintenance, landscaping, and irrigation.
- Transfers to 111, Line 41, is for Staff salaries.
- Improvement General Funds, Line 31, are available to finance special projects or operating expense shortages with a budget amendment approved by the Board of County Commissioners.
- Total Available Balance is \$552,277.65.

B. BUDGET DISCUSSION FY 22

A preliminary FY-22 budget, effective October 1, 2021, with a 0.0000 millage rate, approved by the Board of County Commissioners (BCC) effective FY-21, was presented. *The MSTU will be operating off Reserve funding for the year.*

Estimated Total Budget \$488,788.15

- Operating Expense \$129,388.15
- Capital Outlay Budget \$100,000.00
- Reserve for Capital \$219,200.00

Budget will be modified with expenses for Rich King Memorial Parkway and Maintenance Plan.

C. IRRIGATION SYSTEM AND CONTROLLERS STATUS

The automated HydroPoint irrigation system, operating on a single isolation transformer, is performing well. A battery was added, bringing the total to three (3), for the controller.

D. PRUNING RADIO ROAD

Staged annual tree trimming, included Tabebuias and Black Olives, will be scheduled for January or February 2021. Canopy’s will be raised to ten (10) foot height.

E. RICH KING REFURBISHMENT

Mr. Sells distributed a site, planting and irrigation plan for the Rich King Greenway noting water and electrical connections and a Hydropoint irrigation controller have been installed.

The Committee reviewed the plans noting:

- Pavers should be installed between the sidewalk and the road in lieu of sod.
- A landscape architect should review the plans and recommend modifications.

Chair Lewis motioned to retain McGee & Associates to review project plans and submit recommendations for a final landscape design. Second by Vice-Chair Schoenfelder.

Carried unanimously 3 – 0.

F. MAINTENANCE PLAN

Ms. Arnold presented the Radio Road MSTU Maintenance Plan FY-21 report which identifies community assets and defines financial requirements to maintain these known assets.

- The report addresses scheduled target dates for installation, repair and/or replacement of community assets and cost of annual maintenance for the items.
- Responsibilities include irrigation, landscaping, electric and water.
- Estimated annual maintenance projected expense of \$103,900.00 will be reflected as “Capital Replacement Reserve” on the FY-22 budget. Cost will increase with inflation and expansion of assets.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. BUDGET 2022

This item was addressed under Section VI. Project Manager’s Report, Item B.

B. RECOMMENDATION TO ACCEPT COMMITTEE MEMBERS

Maria Schoenfelder and Harry Wilson: Application for Membership on Advisory Committee.

The Committee discussed Ms. Schoenfelder’s and Mr. Wilson’s applications to the Radio Road Beautification Advisory Committee for a four-year term noting contributions they have made to the Committee and willingness to be reappointed.

Chair Lewis moved to recommend the Board of County Commissioners reappoint Maria Schoenfelder and Harry Wilson to the Radio Road Beautification M.S.T.U. Advisory Committee

for a four-year term, commencing March 4, 2021. Second by Vice-Chair. Schoenfelder. Carried unanimously 3 – 0.

C. ELECTION OF OFFICERS 2021-2022

i. Nominations for Chair

Mr. Wilson nominated Dale Lewis for the position of Chair of the Radio Road Beautification M.S.T.U. Advisory Committee for one year, or until a successor is appointed.

Second by Vice-Chair. Schoenfelder. Nominations were closed and no others were tendered. Mr. Lewis retained the Chair.

ii. Nominations for Vice-Chair

Chair Lewis nominated Maria Schoenfelder for the position of Vice-Chair of the Radio Road M.S.T.U. Advisory Committee for one year, or until a successor is appointed.

Second by

Mr. Wilson. Nominations were closed and no others were tendered. Ms. Schoenfelder retained her position as Vice-Chair of the Committee.

D. APPROVAL OF BYLAWS

The Committee discussed the bylaws for the Radio Road Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee with Staff reporting the document is identical to the current bylaws.

Chair Lewis motioned to approve the Radio Road Beautification Municipal Service Taxing Unit (M.S.T.U.) bylaws. Second by Mr. Wilson. Carried unanimously 3 – 0.

Chair Lewis, Vice-Chair Schoenfelder and Mr. Wilson signed the bylaws document.

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

Robert Hinzmann queried regarding an “open” position on the Radio Road Beautification Advisory Committee.

Ms. Arnold noted a member of the Advisory Committee may be moving out of the district, creating a vacancy.

XI. ADJOURNMENT

*There being no further business to come before the Committee, the meeting was adjourned by the
Chair at 3:50 P.M.*

**NEXT M.S.T.U. MEETING: FEBRUARY 8, 2021 3:00 PM
Location to Be Determined**

RADIO ROAD MSTU ADVISORY COMMITTEE

Dale Lewis, Chairman

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