



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

**April 10, 2023**

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

**Vice Chair Wilson** called the meeting to order at 3:04 PM. Roll call was taken, and a quorum was not established.

**II. ATTENDANCE**

Advisory Committee: Maria Schoenfelder, Chair (Excused)  
Harry Wilson, Vice Chair  
Michael Cashman (ZOOM)  
Frank Cooper  
Open Seat  
County Staff: Judy Sizensky, Project Manager  
Rosio Garcia, Operations Coordinator  
Landscape: Joan Cruz, Superior Landscaping and Lawn Service  
Transcriptionist: Wendy Warren, Premier Staffing

**III. APPROVAL OF AGENDA**

*The Committee agreed to hold an informational meeting in accordance with the Agenda.*

**IV. APPROVAL OF MINUTES: March 21, 2023**

*The minutes of the March 21, 2023, Radio Road Beautification M.S.T.U. meeting will be added to the May 8, 2023, Agenda.*

**V. LANDSCAPE – Superior Landscaping, Joan Cruz**

The median(s) on Devonshire Boulevard need to be relandscaped after removal of four (4) Sabal Palms. **Mr. Cruz** inspected the median(s) and recommended shrubs to the Committee.

- The overgrown Spiraea Gold Mound will be removed.
- Ongoing maintenance requirements to ensure twenty-four (24) inch sightline visibility.
- Green Island Ficus, Panama Rose, dwarf Ixora and dwarf variegated Schefflera were suggested as plant alternatives.
- Perennial Peanut was suggested for the median tips.

**Ms. Sizensky will:**

- Request a Quote (RFQ) for the dwarf Ixora and Green Island Ficus material and planting.
- The Committee will be notified of the project cost and approval to proceed solicited.

**Ms. Sizensky reported:**

- Superior Landscaping is responsible for pruning the Clusia hedge bordering Devonshire Blvd. to prevent sidewalk encroachment.

- The M.S.T.U. cannot expend funds to maintain landscape on private property.
- The Condominium Association Board will be notified of their responsibility to trim and remove invasive vines from the Clusia hedge bordering Association property on their side of the hedge.

## VI. ELECTION OF OFFICERS

This item was heard at the February 2023 meeting and will be removed from future Agendas.

## VII. PROJECT MANAGER REPORT – Judy Sizensky

### A. Review of Current Budget Report 4/10/2023.

#### Radio Road MSTU Fund Budget 158 dated April 10, 2023

- 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 (\$334,026.20), including investment interest, transfers, contributions, and expenditures.
- Purchase Orders: (Contractors)
  - Bartlett Tree Experts – Tree removal.
  - 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 are for landscape refurbishment and miscellaneous.
    - Grounds Maintenance includes irrigation repairs.
- Operating Expense, Line 25, is budgeted at \$154,700.00; with current Commitments of \$66,407.33, Expenditures of \$41,855.53, and a Budget Remainder (unspent operating funds) of \$46,437.14.
- Capital Outlay, Line 27, budgeted at \$68,026.20, has Expenditures for final invoice paid to Hannula Landscaping in the amount of \$10,026.20 and a Budget remainder of \$58,000.00.
- 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 \$66,407.33, Expenditures of \$95,781.73, and a Budget Remainder (total unspent funds) of \$171,837.14. The Budget amount of \$334,026.20 does not change during the fiscal year.

#### Notes:

- Of the \$30,000.00 available for Landscape Incidentals (replacement of plants, shrubs, and trees) \$21,000.00 is committed; \$2,575.16 expended.
- Funds can be transferred between categories if a shortfall occurs.
- The FY-23 millage rate of 0.0000 is insufficient to fund future maintenance of M.S.T.U. assets identified in the annually updated Capital Asset Management Plan.

- Funds from Reserves, Line 31, 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).
- Fund 158 is exclusive to the Radio Road M.S.T.U. and cannot be utilized by outside entities.

**B. Status of Irrigation System – Tested System 4/4/23**

Ms. Sizensky reported a walking tour of Devonshire Boulevard was conducted with Mr. Cruz to identify irrigation issues.

- The irrigation lines from Radio Road to Devonshire Boulevard are new.
- The irrigation lines inside Devonshire Boulevard are original.
- Mahogany trees planted between the sidewalk and the street were removed and replaced with Black Olive trees behind the sidewalk. The Mahogany stumps were cut off just below ground level and all roots remain.
- The Black Olives, planted by the M.S.T.U., have grown around the irrigation piping.
- Irrigation water is not being distributed to the plantings.

*Ms. Sizensky requested a cost quote from Superior Landscaping to repair and/or adjust the irrigation system and install bubblers, if necessary, to ensure the volume of water distributed is adequate for plantings on Devonshire Boulevard.*

*Naples Electric Motor Works will be contacted to evaluate the irrigation pump and submit a quote for service if needed.*

**C. Discussion of Meeting with Commissioner Kowal**

County Staff and Mr. Cooper met with Commissioner Kowal on February 21, 2023. A summary of the M.S.T.U. history was provided to the Commissioner.

- Commissioner Kowal proposed the possibility of redrawing the M.S.T.U. boundary lines to encompass the properties around Devonshire Boulevard.
- A reference map outlining the possible redistricting of boundary lines has been prepared.
- The properties within the new boundaries would be taxed for landscape and irrigation maintenance of Devonshire Boulevard.
- The Board of Commissioners (BCC) has the authority to redefine the boundaries.
- The BCC must approve the proposal by December 31, 2023.

*Ms. Sizensky forwarded the proposed boundary redistricting map and documents to Darren Hutton, interim PTNE Director, and the Office of Management & Budget (OBM). The Committee will be updated on the proposal at a future date.*

**D. Update of ROW Plantings and Irrigation (At SBB Entrance to Devonshire Boulevard)**

Irrigation Project

- The Road Maintenance Division and Traffic Operations is widening 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., which runs under the roadway, will be relocated.
- The Road Maintenance Division assumed responsibility for contract execution, work performance, and installation of the new irrigation line parallel to the County's line.
- The M.S.T.U.'s financial responsibility for the installation is \$16,311.95, which will be funded from the Capital Outlay budget.
- The expenditure was approved by the Committee on February 13, 2023.

Landscaping

- Perennial Peanut should be considered for the median tips.
- Staff will review the median(s) and provide recommendations for additional plantings.

**VIII. OLD BUSINESS**

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

Long- and Short-Term Maintenance Plan, Annual Reserve Requirement 2024

The reformatted plan, updated annually, identifies annual maintenance expense from long term asset repair and replacement.

- 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*.
- Short term items include annual routine maintenance, plant removal and irrigation repairs with current cost estimated at \$101,158.00 annually.
- Long term categories encompass irrigation replacement, hurricane damage repairs and plant replacements.
- Annual Reserve Requirement for 2024 for the Long-Term Maintenance Plan is \$101,158.00.

**B. Discussion of FY 24 Budget**

- FY-24 Ad Valorem Tax Revenue, Line 1, will be revised based on July 1, 2023, taxable value.
- The FY-24 budget amount of \$155,400.00, is based on 2023 Expenditures.
- Transfers and Contributions, Line 9, of \$67,400.00 is the estimated carry-over of unexpended FY-23 funds.
- Landscape Incidentals, Line 16, is budgeted at \$21,000.00.
- Other Contractual, Line 20, is budgeted at \$64,000.00 for routine landscape maintenance.
- Operating Expense, Line 30, is budgeted at \$110,400.00.
- Transfers to Fund 111, Line 33, in the amount of \$45,000.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Funds are not allocated for Reserves for Capital.
- The FY-24 budget will be presented to the Committee for recommendation to the Board of County Commissioners (BCC).

Millage Rate:

The Committee noted the Millage Rate of 0.000 is not sufficient to fund future M.S.T.U. operating expenses.

**IX. NEW BUSINESS**

None

**X. COMMITTEE MEMBER COMMENTS**

None

**XI. PUBLIC COMMENTS**

None

**XII. ADJOURNMENT**

*There being no further business to come before the Committee, the meeting was adjourned by the Vice Chair at 3:42 P.M.*

NEXT M.S.T.U. MEETING  
MAY 8, 2023 - 3:00 PM  
495 Belville Boulevard  
Naples, Florida 34104

**RADIO ROAD MSTU ADVISORY COMMITTEE**



**Maria Schoenfelder, Chair**

The Minutes were approved by the Committee on 4/8, 2023 as presented  or as amended \_\_\_\_\_.