

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

August 7, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 2:59 P.M.

A quorum was not established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Maria Schoenfelder, Chair

Harry Wilson, Vice Chair (Excused)

Michael Cashman (ZOOM)

Frank Cooper

(Open Seat)

County Staff: Judith Sizensky, Project Manager

Rosio Garcia, Operations Coordinator

Landscape: Ricardo Sosa, Superior Landscaping and Lawn Service (Excused)

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: May 8, 2023

The minutes of the May 8, 2023, will be considered at the September 11, 2023, meeting.

V. LANDSCAPE MAINTENANCE REPORT – Superior Landscaping, Ricardo Sosa (Excused)

Ms. Sizensky reported:

- Joan Cruz has been transferred to the Tampa area; Ricardo Sosa is the new landscape manager for the MSTU.
- Devonshire Boulevard landscape and irrigation conditions were reviewed with Superior Landscaping on August 7th.
- Mulch will be installed on the medians.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Review Current Budget Report 8/7/2023.

Radio Road MSTU Fund Budget 158 dated August 7, 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 (\$334,326.20), 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.
 - Treetop Products – Benches for the Rich King Memorial Greenway
- Operating Expense, Line 33, is budgeted at \$154,700.00; with current Commitments of \$41,134.77, Expenditures of \$70,305.79, and a Budget Remainder (unspent operating funds) of \$42,759.44.
- Capital Outlay, Line 35, 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 \$41,688.05.
- Transfer to Fund 111, Line 36, in the amount of \$43,900.00, is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
- Reserves, Line 41, budgeted at \$67,400.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 42, lists FY-23 MSTU budgeted funds at \$334,026.20; with tabulated Commitments of \$57,446.72, Expenditures of \$124,234.03, and a Budget Remainder (total unspent funds) of \$152,345.45. The Budget amount of \$334,026.20 does not change during the fiscal year.

Noted:

- Cost for the irrigation system pump repair and controller purchase (\$1,300.00) will be reflected on the September 2023 budget.
- Of the \$30,000.00 available for Landscape Incidentals (replacement of plants, shrubs, and trees) \$17,525.00 is committed; \$6,050.16 expended.
- Funds can be transferred between categories if a shortfall occurs.
- Funds from Reserves, Line 41, can be accessed for the current year’s expenditures or to finance special projects consistent with the MSTU 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 MSTU and cannot be utilized by outside entities.

B. The New Turn Lane Project is in Progress

Ms. Sizensky reported:

The Collier County Board of County Commissioners (BCC) *Landscape & Irrigation Intersection Improvement Plan* is underway.

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is ongoing.
- The Road Maintenance Division was contracted to perform the work which included relocating the MSTU’s irrigation lines in the area of the County’s irrigation line.
- The MSTU’s irrigation lines could not be field located, and the existing lines are being utilized, so boring under the road was not required.
- Funds for the MSTU’s new lines were to be expensed from the MSTU Capital Outlay budget, however the costs were not incurred due to the continued use of the existing lines.

- The MSTU’s irrigation controller went offline during construction and was replaced.

C. Status of Irrigation System

- The east and west side irrigation systems for Devonshire Boulevard, which had been functioning intermittently, are not working due to a pump issue.
- Naples Electric will submit a cost quote for replacement parts for the well pump.
- The system will be repaired to restore irrigation coverage to the medians.

D. Discussion of Meeting with Commissioner Kowal

Ms. Sizensky reported:

- Three (3) options for redistricting the boundary lines for the Radio Road Beautification MSTU were submitted to Commissioner Kowal.
- A millage rate will be established to generate tax revenue to fund short- and long-term maintenance of MSTU assets identified in the annually updated Capital Asset Management Plan.
- The millage rate, applied to the properties within the new boundaries, will be effective for the FY-25 budget.
- Rich King Memorial Greenway is included in the proposed redistricting options.
- The Board of Commissioners (BCC) has the authority to redefine the boundaries.
- The BCC must approve the proposal by December 31, 2023.

Ms. Sizensky will confirm the annual maintenance cost for the Rich King Memorial Greenway.

E. Update on Right of Way Plantings and Irrigation (at SBB Entrance to Devonshire)

Update on ROW Plantings and Irrigation at Santa Barbara and Devonshire Boulevards
Median Landscaping

Ms. Sizensky noted:

- Four (4) Sabal Palms were removed from the median.
- During removal of the palms four (4) main water lines were broken.
- The water lines were repaired restoring irrigation to the west side of Devonshire Blvd. however both sides now have no irrigation.
- Mulch will be placed in the median(s) where the Sabal Palms were removed.

F. The Jasmine Was Planted

Jasmine was planted on Devonshire Boulevard; however, plants are not being watered due to a malfunction of the irrigation system.

VII. OLD BUSINESS

A. Office of Management and Budget Discussion

The OMB acknowledged the necessity to increase the millage rate effective FY-25 to meet the financial needs for annual maintenance expense and long-term asset repair and replacement as identified in the *Capital Asset Management Plan*. Reserves for catastrophic events, reflected in the Budget as *Capital for Reserve*, are also essential.

VIII. NEW BUSINESS

None

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

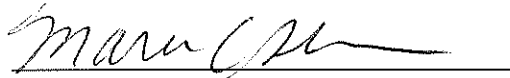
None

XI. ADJOURNMENT

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

**NEXT M.S.T.U. MEETING
SEPTEMBER 11, 2023 - 3:00 PM
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104**

RADIO ROAD MSTU ADVISORY COMMITTEE



Maria Schoenfelder, Chair

The Minutes were approved by the Committee on 9/4/23, 2023 as presented or as amended _____.