

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

November 13, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:00 P.M.

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

II. ATTENDANCE

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

III. APPROVAL OF AGENDA

*Mr. Cooper moved to approve the Agenda of the Radio Road Beautification MSTU meeting.
Second by Mr. Cashman. Carried unanimously 4 – 0.*

IV. APPROVAL OF MINUTES: October 9, 2023.

Mr. Cooper moved to approve the minutes of the October 9, 2023, meeting of the Radio Road Beautification MSTU as presented. Second by Chair Schoenfelder. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Superior Landscaping, Juan Cruz

Mr. Cruz reported:

- Landscaping is in good condition.
- Mulch was applied to all medians.
- New plants will be installed on median #1 week ending November 18, 2023.
- An irrigation system “wet” check will be done November 14, 2023.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for November 13, 2023, prepared November 6, 2023.

Ms. Sizensky provided an overview of the FY-24 budget highlighting:

- **Purchase Orders**
 1. Forestry Resources – Mulch.

2. Premier Staffing – Transcription Services.
3. SiteOne Landscape Supply – Irrigation Parts & Pumps.
4. Superior Landscaping Services –
 - o Incidentals are for landscape refurbishment and miscellaneous.
 - o Grounds Maintenance includes irrigation repairs.

- **Budget**

- a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
- b. The FY-24 budget is funded by Carry Forward Funds.
- c. Transfers and Contributions, Line 11, are (\$174,700.20), a carry-over of unexpended FY-23 funds.
- d. Total Revenue, Line 12, is (\$176,200.20).
- e. Operating Expense, Line 33: Of the \$129,900.00 budgeted, \$86,379.26 is committed to existing Purchase Orders and \$7,735.57 is expended, leaving a remainder of \$35,785.17 available within budget for additional operating expenses as needed.
- h. Transfers, Line 37 – \$46,300.00 is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
- j. Total Budget, Line 42 - Of the \$176,200.00 budgeted, \$86,379.26 is committed to existing Purchase Orders and \$7,735.58 is expended leaving the remainder of \$82,085.16.
- k. The Budget amount of \$176,200.00 does not change during the fiscal year.

- **Comments**

- a. Legal Advertising, Line 28, in the amount of \$650.00 covers expenses incurred by the Board of County Commissioners (BCC) to advertise the proposed Boundary Redistricting and increased millage rate.
- b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of \$3,900.00.

- **General**

- a. Funds can be transferred between categories if a shortfall occurs.
- b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
- c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the “*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan*” noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU’s project cost, originally budgeted at \$16,311.95, will be significantly lower as the existing irrigation lines were utilized.
- Cost borne by the MSTU will be provided on final payment to the County.

C. Mulch

As addressed under Item V. Landscape Contractors Report, the mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported:

Irrigation Pump

The irrigation pump is functioning but has reached the end of its useful life. Naples Electric will provide two (2) cost quotes for the Devonshire Blvd. pump as follows:

- a) Immediate repairs.
- b) A new pump.

Mixing Chamber

- Reclaimed water is provided to the MSTU by the County for irrigation.
- Water is supplied to the tank chamber as needed and the cost expensed to the MSTU.
- The tank tends to function effectively except during the weekly test period.
- The chamber's pump shuts down if the water level drops below one-half.
- A submersible pump will be researched as a solution to the condition occurrence.

Irrigation Devonshire Blvd. - Commercial Side

- A system evaluation by SprinklerWorks determined malfunctioning of the irrigation system was due to communication interference caused by transformers located around the shopping center.
- A WeatherTRAK 2-way cellular antenna booster kit and twenty-five feet of coax antenna cable, purchased from SiteOne Landscape Supply, were installed by SprinklerWorks.
- The system will be monitored for connectivity effectiveness.

E. Revised Boundary Update

Ms. Sizensky reported:

- A request to advertise the redistricting boundary change to the Ordinance and establish a millage rate of .0001, was on the Board of County Commissioners (BCC) Consent Agenda and approved at the October 24, 2023, meeting.
- The Ordinance Change for the MSTU was approved at the November 14, 2023, BCC meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2025.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Ms. Sizensky noted:

- The Radio Road Beautification MSTU is a County operated authority taxing all property owners within the defined boundaries.
- Advisory Committee members are required to reside within the new boundary Ordinance.
- The County Attorney will be consulted to determine the date Mr. Cooper's term will expire if the new Ordinance is adopted.

IX. COMMITTEE MEMBER COMMENTS

Berkshire Lakes

- **Ms. Sizensky** toured Devonshire Boulevard with the new landscaping contractor retained by the Berkshire Lakes Master Association to provide an overview of assets maintained by the MSTU.

- The Master Homeowner Association newsletter notified the Condominium Association of their responsibility to trim and remove invasive vines from the Clusia hedge bordering Association property on their side of the hedge.
- The Mahogany trees are planted in the Right of Way easement, not on private property.

X. PUBLIC COMMENTS

None

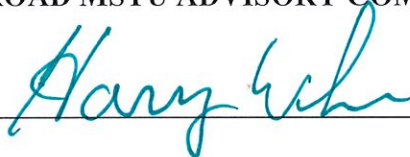
XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:38 P.M.

NEXT MEETING

**DECEMBER 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 4-21-25, 2023 as presented X or as amended ____.