



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

December 11, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:01 P.M. A quorum not established.
The Pledge of Allegiance was recited.

Ms. Sizensky reported that Mr. Cooper resigned.

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair Harry Wilson, Vice Chair Michael Cashman (Excused) (Open Seat) (Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division Brian Wells, Director PTNE Division (Excused) Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service (Absent)
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: November 13, 2023.

The minutes of the November 13, 2023, Radio Road Beautification MSTU meeting will be considered at the January 8, 2024, meeting.

V. LANDSCAPE MAINTENANCE REPORT

Ms. Sizensky reported:

Rich King Memorial Greenway

- A water main break damaged the Rich King Memorial Greenway landscaping.
- The County repaired the pump and the pipe.
- Superior Landscaping will refurbish the area including grading and replacement of white perimeter rocks.

Devonshire Boulevard Landscaping

- Dead plants were removed from median #1.
- Median plants will be replaced when available inventory meets the landscaping contractors' standards.

The Committee requested Superior Landscaping remove all declining plant material from the medians.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for December 11, 2023, prepared December 4, 2023.

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

- **Purchase Orders**
 1. FPL – Electricity.
 2. Forestry Resources – Mulch.
 3. Preferred Materials – Asphalt Paving.
 4. Premier Staffing – Transcription Services.
 5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
 6. Superior Landscaping Services –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - Grounds Maintenance includes irrigation repairs.
- **Budget**
 - a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
 - b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to \$174,800, are financing the annual costs.
 - c. Line 12, Total Revenue, Line 12, is (\$176,200.20).
 - d. Line 33, Operating Expense: Of \$121,177.00 budgeted, \$81,430.90 is committed to existing Purchase Orders and \$12,683.94 is expended, leaving a remainder of \$27,062.16 available within budget for additional operating expenses as needed.
 - e. Line 35, Capital Outlay – Of the \$8,723.00 budgeted, \$7,032.00 is committed to existing Purchase Orders and \$1,691 has been expended, leaving a balance of \$0.
 - h. Line 37, – Of the \$46,300.00 budgeted, \$0 has been transferred and a balance of \$46,400.00 remains for transfer (PTNE Staff and Overhead).
 - j. Total Budget, Line 42 - Of the \$176,200.00 budgeted, \$88,462.90 is committed to existing Purchase Orders and \$14,374.94 has been expended, leaving the remainder of \$73,362.16 available for MSTU expenditures.
- **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

The mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported the irrigation system is functioning as intended.

- 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 on November 6, 2023.
- SprinklerWorks revisited the site and corrected installation of the SIM card.
- The irrigation pump was repaired.
- A quote for purchase of a new pump is outstanding.

E. Revised Boundary Update

Ms. Sizensky reported:

- The new boundary proposal and millage rate for Radio Road were advertised.
- The Ordinance Change for the MSTU and reinstatement of a millage rate of .0001 was approved at the November 14, 2023, Board of County Commissioners (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

Advisory Committee Open Seats

Ms. Sizensky reported there are two (2) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- Advisory Committee members are required to reside within the new boundary Ordinance.
- Interested parties for membership on the Advisory Committee can submit Online Applications at <https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application>.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

IX. COMMITTEE MEMBER COMMENTS

Ficus Hedge Replacement

Chair Schoenfelder was contacted by a homeowner inquiring about replacement of a declining Ficus hedge abutting their property on Devonshire Boulevard.

Ms. Sizensky will determine if the hedge is an MSTU or homeowner asset and report her findings at a future meeting.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:26 P.M.

NEXT MEETING

**FEBRUARY 12, 2024 - 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 May 21, 2024 as presented X or as amended ____.