

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

September 9, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Lewis called the meeting to order at 3:00 PM.

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

II. ATTENDANCE

Advisory Committee: Dale Lewis, Chairman; Maria Schoenfelder, Vice-Chair.
Michael Cashman (Excused); Frank Cooper; Harry Wilson
County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE (Excused);
Rosio Garcia, Operations Coordinator (Excused)
Landscape: Robert Kindelan, Superb Landscape Services (Excused)
Others: Wendy Warren, Premier Staffing, Transcriptionist

III. APPROVAL OF AGENDA

Mr. Cooper moved to approve the Agenda of the Radio Road Beautification M.S.T.U. Second by Chair Lewis. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES – August 8, 2022

Mr. Wilson moved to approve the minutes of the August 8, 2022, meeting as presented. Second by Mr. Cooper. Carried unanimously 3 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Harry Sells

Mr. Sells reported:

- Overall median landscaping is in good condition.
- Gold Mound shrubs were planted to fill voids in the first two medians on Devonshire Blvd.

Ms. Schoenfelder joined the meeting. A quorum of four was present.

Landscape Maintenance Contract

- The contract is awarded to Superior Landscaping & Lawn Service, Inc., the lowest qualified bidder.
- The contract includes monthly maintenance of the Rich King Memorial Greenway landscaping.
- The three-year contract in the amount of \$72,837.27, with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).
- Effective contract date is December 12, 2022.

Median Landscaping

The Committee discussed removal of Juniper shrubs between the palm trees from the medians on Devonshire Boulevard. Modification to the irrigation system to one (1) zone will be considered.

Chair Lewis motioned to remove the Juniper bushes from the medians on Devonshire Boulevard. Second by Vice Chair Schoenfelder. Carried unanimously 4 – 0.

VI. PROJECT MANAGER REPORT – Harry Sells

A. Review Current Budget Report 9/12/2022

Radio Road MSTU Fund Budget 158 dated September 12, 2022

- The FY-22 millage rate of 0.0000, was approved by the Board of County Commissioners (BCC).
- The FY-22 budget will be funded by Carry Forward Funds.
- Transfers and Contributions, Line 11, are \$519,495.00; a carry-over of unexpended FY-21 funds.
- Total Revenue, Line 12, is \$522,895.00, including investment interest, transfers, contributions, and expenditures.
- Purchase Orders: (Contractors)
 - Hannula Landscaping – Landscape & Irrigation for Rich King Entryway.
 - Hart’s Electrical – Electrical Maintenance & Irrigation Repairs.
 - Howard Fertilizer – Fertilizer.
 - MAR Green Resource – Fertilizer. *Closed*
 - McGee & Associates – Landscape Architecture; Rick King Refurbishment Plan Review. *Closed.*
 - Naples Electric Motor Works – Mixing Chamber Pump. *Closed.*
 - Premier Staffing – Transcription Services.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscape Services –
 - Incidentals is for landscape refurbishment and miscellaneous.
 - Grounds Maintenance includes irrigation repairs.
- Red indicates a Purchase Order has been closed and the money expended.
- Operating Expense, Line 32, is budgeted at \$126,395.00; with current Commitments of \$17,344.64, Expenditures of \$82,475.11, and a Budget Remainder (unspent operating funds) of \$26,575.25.
- Capital Outlay, Line 34, budgeted at \$100,000.00, has a current Commitment of 54,772.66 to fund the *Rich King Memorial Greenway Entrance Project*, Expenditures for invoices paid to Hannula Landscaping in the amount of \$12,818.95 and a Budget remainder of \$32,408.39.
- Transfer to Fund 111, Line 35, in the amount of \$40,700.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Tax Collector, Line 36, in the amount of \$100.00, is for collection of M.S.T.U. millage as part of the tax bill, currently 0.0000 mills.
- Reserves, Line 39, budgeted at \$255,700.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 40, lists FY-22 M.S.T.U. budgeted funds at \$522,895.00; with tabulated Commitments of \$72,117.30, Expenditures of \$135,995.43, and a Budget Remainder (total unspent funds) of \$314,782.27. The Budget amount of \$522,895.00 does not change during the fiscal year.

Unexpended FY-22 funds will be carried-over to the FY-23 budget and recorded as a line item under Transfers & Contributions.

Reserve for Capital

- Funds from Reserves, Line 39, can be accessed for current year expenditures or to finance special projects consistent with the M.S.T.U. Ordinance, upon a recommendation by the Advisory Committee and approval by Board of County Commissioners (BCC).
- The *Capital Maintenance 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*.

Establishing a Reserve Policy will be added to the November meeting Agenda as a topic for discussion.

B. Status of Irrigation System

Devonshire Blvd.

- Overall, the system is functioning properly.
- The three (3) solar panels are working well.
- Four (4) failed valves were replaced.

Proposed Radio Road at Devonshire Blvd. and Countryside Dr. Intersection Improvements.

- The Road Maintenance Division and Traffic Operations plan to modify 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. runs under the roadway and must be relocated.
- The Road Maintenance Division will prepare the contract, perform the work, and install a new irrigation line parallel to the County's line.
- Funds for the irrigation line relocation will be expensed from the M.S.T.U. Capital Outlay budget after installation.

The Committee will be apprised of the timeline and cost for the irrigation line construction by Staff at a future meeting.

C. Rich King Refurbishment Status Report

The Board of County Commissioners awarded Contract No. 21-7941 in the amount of \$67,591.61, to Hannula Landscaping and Irrigation, Inc. for landscaping the south entry of the Rich King Memorial Greenway on Radio Road.

- Plant material was installed.
- Irrigation is functioning as intended.
- Gravel will be installed as indicated on the design drawings.
- Permission will be requested to close the roadway during sod installation.
- Paver installation for two (2) paver pads for benches and the area between the sidewalk and the street is estimated for November – December 2022.
- A graphic of a custom-built bench style with an option to place a commemorative plaque, was presented for Committee consideration. The bench proposed is currently in use on Vanderbilt Drive, has proven to be durable and easy to maintain.

The Committee will review bench styles at the November meeting. Lead time for bench production and delivery is one (1) to two (2) months.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Chair Lewis motioned to cancel the October 10, 2022, meeting of the Radio Road Beautification M.S.T.U. Advisory Committee reserving the right to schedule a special meeting if necessary. Second by Mr. Cooper. Carried unanimously 4 - 0.

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

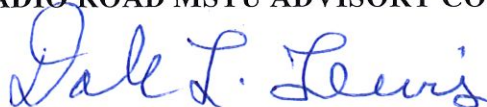
None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:32 P.M.

**NEXT M.S.T.U. MEETING
NOVEMBER 14, 2022 - 3:00 PM
495 Belville Boulevard
Naples, Florida 34104**

RADIO ROAD MSTU ADVISORY COMMITTEE



Dale Lewis, Chairman

The Minutes were approved by the Committee on 12/12, 2022 as presented X or as amended ____.