

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

**November 14, 2022**

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

Vice Chair Schoenfelder called the meeting to order at 3:07 P.M. Roll call was taken, and a quorum was not established.

**II. ATTENDANCE**

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

**III. APPROVAL OF AGENDA**

*The Committee agreed to hold a meeting for informational purposes.*

**IV. APPROVAL OF MINUTES – September 12, 2022**

*The minutes of September 12, 2022, Radio Road Beautification M.S.T.U. will be added to the future Agenda.*

**V. LANDSCAPE MAINTENANCE REPORT – Gary Gorden**

A maintenance report will be issued at the next M.S.T.U. meeting.

**VI. PROJECT MANAGER REPORT – Harry Sells**

**A. Review Current Budget Report 11/14/2022**

Radio Road MSTU Fund Budget 158 dated November 14, 2022

- The FY-23 millage rate of 0.0000, was approved by the Board of County Commissioners (BCC).
- 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)
  - Hannula Landscaping – Landscape & Irrigation for Rich King Entryway.
  - 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.

- Operating Expense, Line 25, is budgeted at \$154,700.00; with current Commitments of \$27,289.63, Expenditures of \$5,118.87, and a Budget Remainder (unspent operating funds) of \$122,291.50.
- Capital Outlay, Line 27, budgeted at \$68,026.20, has a current Commitment of 8,000.00 to fund outstanding invoices for the *Rich King Memorial Greenway Entrance Project*. Expenditures reflects invoices paid to Hannula Landscaping & Irrigation in the amount of \$10,026.20 and a Budget remainder of \$50,000.00.
- Transfer to Fund 111, Line 29, 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 \$35,289.63, Expenditures of \$15,145.07, and a Budget Remainder (total unspent funds) of \$283,591.50. The Budget amount of \$334,026.20 does not change during the fiscal year.

Reserve for Capital

- 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).
- Establishing a Reserve Policy will be added to the future Agenda.

**B. Ian Discussion**

A Request for Quote (RFQ) to replace landscape material damaged by Hurricane Ian will be issued.

- Fallen trees from private properties impeding the sidewalk were removed.
- A damaged Tabebuia tree was removed.
- Superb Landscaping (SLS) cleaned up debris.

**C. Sight Line Issues at Appleby, Removal of Plants**

Tree and plant material were removed to improve sight line visibility entering the shopping center at the Appleby location.

**D. Status of Irrigation System**

Collier County Board of County Commissioners (BCC) *Landscape & Irrigation Intersection Improvement Plans* on Radio Road at Devonshire Boulevard were distributed.

- 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 project has gone out to bid; estimated construction commencement is spring 2023.

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

**E. 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.

- 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. Bench delivery is approximately one (1) to two (2) months.

**VII. OLD BUSINESS**

A. Discussion of Budget Reserve Policy, Maintenance Plan

- The *Capital Maintenance Plan FY23*, 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*. The maintenance of the Rich King Greenway will increase the annual maintenance estimate by \$3,000.00 bringing the total annual maintenance to \$106,900.00.

**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 3:15 P.M.*

NEXT M.S.T.U. MEETING  
December 12, 2022  
495 Belville Boulevard  
Naples, Florida 34104

**RADIO ROAD MSTU ADVISORY COMMITTEE**

  
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**Dale Lewis, Chairman**

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