



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

February 11, 2021

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Schoenfelder called the meeting to order at 1:00 PM.
A quorum of three was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Dale Lewis; Chairman (Excused); Maria Schoenfelder; Vice-Chair; Frank Cooper; Harry Wilson; Vacancy
County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE; Rosio Garcia, Administrative Assistant
Landscape: Gary Gorden, Superb Landscape Services
Others: Wendy Warren, Transcriptionist; Robert Hinzmann, Resident

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES – January 11, 2021

Mr. Wilson moved to approve the minutes of the January 11, 2021 as presented. Second by Mr. Cooper. Carried unanimously 3 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Gary Gorden, Superb Landscape

Irrigation system

- A leak was detected at the entrance to the “sleeve” going under Radio Road from the booster pump to the bank pump.
- The area was dug up and leak repaired.
- Pressure at the recharge pump continues to drop indicating a pinhole leak exists.
- The leak will be located and repaired.

Mr. Sells reported the main supply line runs from the well to the pump location on Radio Road, a secondary source for MSTU irrigation. The event was found during an investigation of when the County pump failed, cutting off re-use water supply on February 6th or 7th. All other elements of the system are functioning as intended.

Landscape Maintenance

- Firebush in the medians will be trimmed back followed by a hard cut back to lower the height the beginning of April.
- Turf was sprayed for turf weeds.
- The Clusia hedge was pruned to the desired ten (10) foot height in January.
- Fertilizer was applied in December 2020.

VI. PROJECT MANAGER REPORT – Harry Sells

A. BUDGET REPORT FEBRUARY 11, 2021

Mr. Sells distributed the “*Radio Road MSTU Funds 158 Budget for February 11, 2021* for information purposes highlighting as follows:

- The FY-21 millage rate of 0.0000, was approved by the Board of County Commissioners (BCC). *The MSTU will be operating off Reserve funding for the year.*
- Taxable Value increased 4.15% FY-20.
- Total revenue FY-20 is \$658,788.15 including Investment Interest, 2019 Carry Forward Transfers and Contributions (minus a 5% reserve of \$400 – based on Investment Interest of \$8,000.00).
- The budget will be funded by Carry Forward Funds. Income is recorded as a negative number, expenses positive.
- Operating Expense Budget, a total of Lines 11 through 29, is \$129,388.15.
- Commitments total \$86,093.12; Expenditures \$21,657.38.
- Unencumbered Operating Expense funds available are \$21,637.65.
- Majority of expenditures fund grounds maintenance for Devonshire Boulevard and irrigation.
- Transfers to 111, Line 41, is for Staff salaries.
- Improvement General Funds, Line 31, in the amount of \$100,000.00 are available to finance special projects or operating expense shortages with a budget amendment approved by the Board of County Commissioners.
- A budget amendment will be initiated to transfer funds from Improvements General to Operating Expenses to fund the Rich King Memorial Greenway project on implementation.
- Total Available Balance is \$551,037.65.

B. PRUNING AND GENERAL MAINTENANCE ON DEVONSHIRE

Mr. Sells reported Mr. Kindelan has committed to structurally pruning the Black Olive trees on the West side in the next two (2) weeks. The Black Olive trees will be lifted and thinned. The lifting will raise the lower limbs ten feet above the sidewalk and the Clusia hedge.

C. STATUS OF IRRIGATION SYSTEM

In ground piping is approximately seventeen (17) years old and, as evidenced by a past leak between the pump and Devonshire Boulevard, is beginning to show its age.

D. RICH KING REFURBISHMENT

Mr. Sells reported:

- Florida Power & Light surveyed the area and indicated the future locations of poles.
- Water and electrical connections and a Hydropoint irrigation controller have been installed.
- A landscape design proposal, utilizing the original design by Windham Studio, Inc. as a guideline, will be submitted to the Committee by McGee & Associates Landscape Architects for consideration.
- Pavers will be installed between the sidewalk and the road in lieu of sod.
- A landscape architect should review the plans and recommend modifications.

Mr. Sells will provide McGee & Associates design proposal for the Rich King Greenway Entryway to Committee members for review and modification recommendations.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. ASSET MAINTENANCE PLAN

The Radio Road MSTU Maintenance Plan FY-21 report identifies community assets and defines financial requirements to maintain these known assets.

- The report addresses scheduled target dates for installation, repair and/or replacement of community assets and cost of annual maintenance and long-term replacement for the items.
- Responsibilities include irrigation, landscaping, electric and water.
- Estimated annual maintenance projected expense of \$103,900.00 will be reflected as “Capital Replacement Reserve” on the FY-22 budget. Cost will increase with inflation and expansion of assets.

The Committee addressed the following:

- A Reserve Fund to finance long term replacement cost of MSTU assets should be integrated into the Budget effective FY-22. The Millage rate will be evaluated to ensure adequate capital for Reserve Funding FY-23.

Mr. Sells will review the data and provide a recommendation on the amount of reserve funding to be incorporated into the FY-22 budget.

B. BUDGET FY-22

A preliminary FY-22 budget, effective October 1, 2021, with a 0.0000 millage rate, approved by the Board of County Commissioners (BCC) effective FY-21, was presented. *The MSTU will be operating off Reserve funding for the year.*

<u>Estimated Total Budget</u>	\$488,788.15
• Operating Expense	\$129,388.15
• Capital Outlay Budget	\$100,000.00
• Reserve for Capital	\$219,200.00

Staff will work with the Budget department to determine the expenses for the Rich King Memorial Parkway, the annual Maintenance Plan and the Reserve funding necessary for long term replacement of assets.

The Committee noted they will consider the FY-22 budget following finalization by Staff.

C. NEXT MEETING

Applications for the open position on the Advisory Committee will be reviewed at the March 2021 meeting.

The next meeting will be held Monday, March 8, 2021 at 8300 Radio Road, Naples at 3 p.m.

IX. COMMITTEE MEMBER COMMENTS

Vice Chair Schoenfelder queried regarding insurance claim reimbursement for hurricane related damage to landscaping.

Staff reported the County’s insurance policies only cover landscape damage associated with a building and, although claims were filed with FEMA, no financial reimbursement was received.

X. PUBLIC COMMENTS

Robert Hinzmann requested the County assume responsibility for landscape maintenance of Devonshire Boulevard.

Noting the concept has been presented on former occasions, **Ms. Arnold** advised the Board of County Commissioners (BCC) policy specifies the MSTU maintains the medians on non-arterial roadways within their boundaries.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 2:00 P.M.

**NEXT M.S.T.U. MEETING: MARCH 8, 2021 3:00 PM
8300 Radio Road
Naples, Florida 34104**

RADIO ROAD MSTU ADVISORY COMMITTEE

Dale Lewis, Chairman

The Minutes were approved by the Committee on _____, 2021 as presented ____ or as amended ____.