



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

September 13, 2021

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

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

II. ATTENDANCE

Advisory Committee: Dale Lewis, Chairman; Maria Schoenfelder, Vice-Chair;
Frank Cooper (Excused); Harry Wilson; William Gurnee

County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE;
Rosio Garcia, Operations Coordinator

Landscape: Robert Kindelan, Superb Landscape Services (Excused); Mike McGee,
McGee & Associates Landscape Architects

Others: Wendy Warren, Premier Staffing, Transcriptionist; Robert Hinzman; Resident

III. APPROVAL OF AGENDA

Chair Lewis moved to approve the modified Agenda of the Radio Road Beautification M.S.T.U.

Add: Item VI – Project Manager’s Report - F. Read Ahead

Second by Vice-Chair Schoenfelder. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – June 14, 2021

Chair Lewis moved to approve the minutes of the June 14, 2021 meeting as presented. Second by Mr. Gurnee. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Robert Kindelan, Superb Landscape Services

Mr. Kindelan reported:

- Trimmed back roadway sideline landscaping.
- Median tips will be pruned September 14, 2021.
- Fertilizer application, October 2021, will be coordinated with Mr. Sells.
- A single irrigation zone out of order will be repaired September 14, 2021.

Traffic Operations Report

A report from Traffic Operations stated Devonshire Blvd. landscape material at the intersections of Radio Road and Santa Barbara Blvd. does not comply with the FDOT sight window requirement. The current pruning policy of cut to 18 inches, maintain at 24 inches, for sight line visibility must be implemented.

Action

Ms. Arnold, Mr. Sells and Mr. Kindelan will meet to evaluate landscaping at the locations and identify steps to comply.

A preliminary report of findings will be emailed to members. Final results will be presented at the October 2021 meeting. The Committee may consider development of a renovation plan utilizing plant materials that do not grow or can be maintained at a height of 18 inches or less.

VI. PROJECT MANAGER REPORT – Harry Sells

A. Welcome William Gurnee

Mr. Sells distributed a letter dated May 25, 2021 confirming the Board of County Commissioners (BCC) appointed William Gurnee to fill the remainder of a vacant term on the Radio Road Beautification Advisory Committee. The term expires on March 3, 2022, or at such time as the Board re-appoints a successor.

Members welcomed Mr. Gurnee who expressed his appreciation for the opportunity to contribute to the Advisory Committee.

B. Budget Report September 13, 2021

Mr. Sells distributed the “Radio Road MSTU Funds 158 Budget for September 13, 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 FY-21 and FY-22.*
- Taxable Value increased 4.15% FY-20.
- Total revenue FY-21 is \$658,788.15 including Investment Interest, 2020 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 30, is \$129,388.15.
- Commitment’s total \$28,094.13; Expenditures \$99,564.74.
- Unencumbered Operating Expense funds available are \$1,729.28.
- Majority of expenditures fund grounds maintenance for Devonshire Boulevard and irrigation.
- Transfers to 111, Line 34, is for Staff salaries.
- Budget Transfers from Appraiser, Lines 35, are fees billed by the respective entity.
- Improvement General Funds, Line 32, 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 \$491,929.28.

The Radio Road MSTU FY-22 budget, effective October 1, 2021, is finalized. Unexpended funds will “roll-over” to the FY-22 budget. Purchase Orders for FY-21 will be closed out and Purchase Order requests for FY-22 submitted to the Procurement Division.

C. Status of Irrigation System

Mr. Sells reported:

- Overall, the system is functioning as intended.

D. Rich King Refurbishment Status Report

Mr. Sells distributed McGee & Associates conceptual landscape plan for the Rich King Greenway, Radio Road South Entry.

- A Scope of Work (SOW) and Request for Quote (RFQ) will be distributed on BidSync.
- In accordance with County policy, the project will be awarded to the lowest qualified bidder.
- Start date estimate is in four (4) to five (5) months.
- Project will be funded by the FY-22 budget.

E. Radio Road-Devonshire Turn Lane Modifications

Mr. Sells distributed *Plans of Proposed Radio Road at Devonshire Blvd. and Countryside Dr. Intersection Improvements* noting the project is in progress and a construction mobilization date is to be determined.

- The Road Maintenance Division and Traffic Operations plan to modify the Radio Road left hand turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet.
- The Traffic Engineering & Sign Operations, Transportation Engineering Division, Growth Management Division, designs the project and solicits bids.
- The contract is awarded by the Board of County Commissioners (BCC) to the lowest qualified bidder.
- The main water line for Devonshire Blvd. runs under the roadway and must be relocated.
- The Road Maintenance Division will perform the work and install a new irrigation line parallel to the County's line.
- The MSTU will assume financial responsibility for the cost of installing their water line.

Mr. Sells will update the Committee on the cost and timeline for the irrigation line construction at a future meeting.

F. Read Ahead

The "Read Ahead" document links will be modified to ensure access by parties on the distribution list.

VII. OLD BUSINESS

None

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 3:33 P.M.

NEXT M.S.T.U. MEETING: OCTOBER 11, 2021 3:00 PM
Berkshire Lakes Clubhouse
495 Belleville Boulevard
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE



Dale Lewis, Chairman

The Minutes were approved by the Committee on 11 Oct, 2021 as presented X or as amended _____.