

# **Radio Road Beautification M.S.T.U.**

**Advisory Committee**

**8300 Radio Road**

**Naples Florida 34104**

**FEBRUARY 14, 2022**

**3:00 PM**

**CAT STATION 8300 RADIO ROAD CONFERENCE ROOM**

Others are encouraged to attend via Zoom video conference

## **AGENDA**

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

**II. ATTENDANCE**

Advisory Committee	Dale Lewis, Chairman (3/3/24)
	Maria Schoenfelder Vice Chairman (3/3/25)
	William Gurnee (3/3/22)
	Frank Cooper (3/3/24)
	Harry Wilson (3/3/25)
Staff	Harry Sells- Project Manager,
Landscape	Robert Kindelan - Superb Landscape
Transcriptionist	Wendy Warren

**III. APPROVAL OF AGENDA**

**IV. APPROVAL OF MINUTES: October 10, 2021**

**V. ELECTION OF OFFICERS**

**VI. LANDSCAPE MAINTENANCE REPORT – ROBERT KINDELAN, Superb Landscape**

**VII. PROJECT MANAGER REPORT - HARRY SELLS**

- A. Review Current Budget Report 2/14/2022
- B. Discuss Upcoming FY 2023 Budget
- C. Status of Irrigation system
- D. Rich King Refurbishment Status Report - Bid Award

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

**X. COMMITTEE MEMBER COMMENTS**

**XI. PUBLIC COMMENTS**

**XII. ADJOURNMENT**

NEXT MEETING:  
MARCH 14, 2022, 3:00 PM  
8300 RADIO ROAD



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

**October 11, 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; Harry Wilson; William Gurnee (Excused)

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

Landscape: Gary Gorden, Superb Landscape Services; Mike McGee,  
McGee & Associates Landscape Architects (Excused)

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 VIII – New Business - A. Meeting Location; B. Next Meeting*

**Second by Mr. Wilson. Carried unanimously 4 - 0.**

**IV. APPROVAL OF MINUTES – September 13, 2021**

**Chair Lewis moved to approve the minutes of the September 13, 2021 meeting as presented. Second by Mr. Wilson. Carried unanimously 4 – 0.**

**V. LANDSCAPE MAINTENANCE REPORT – Gary Gorden, Superb Landscape**

- Shrubs in medians were cut to comply with the FDOT pruning policy of cut to eighteen inches, maintain at 24 inches for sight line visibility.
- Overall median landscaping looks good.
- Sabal Palms, pruned monthly as per the contract, will be maintained at the current height.
- Palm seed pods will be removed week ending September 16, 2021.
- Firebush shrubs are not attractive due to severe cut back.
- Asian Jasmin on the residential side of Devonshire Boulevard is doing well.
- Fertilizer application is scheduled for September 2021.

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

**A. Budget Report October 11, 2021**

**Mr. Sells** distributed the FY-22 “Radio Road MSTU Funds 158 Budget for October 11, 2021, for information purposes highlighting as follows:

- The FY-22 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-22 and FY-23.*

- Total revenue FY-22 is \$522,895.00 including Investment Interest, 2021 Carry Forward Transfers and Contributions (minus a 5% reserve of \$200 – based on Investment Interest of \$3,400.00).
- 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 \$126,495.00.
- Commitment's total \$82,264.50; Expenditures \$2,740.50.
- Unencumbered Operating Expense funds available are \$41,490.00.
- Majority of expenditures fund grounds maintenance for Devonshire Boulevard and irrigation.
- Transfer to Fund 111, UNINCOR, is for MSTU Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Capital Outlay Funds, Line 30, 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/Capital Outlay to Operating Expenses to fund the Rich King Memorial Greenway project on implementation.
- Total Available Balance is \$437,89.00.

*A recommendation on the amount of "Capital Replacement Reserve" funding to be incorporated into the FY-23 budget to support estimated annual maintenance project expense identified in "The Asset Maintenance Plan" will be addressed in Spring 2022.*

## **B. Status of Irrigation System**

**Mr. Sells** reported:

- Reduction in natural light negatively impacts the controller's charger capability this time of year, resulting in the controller shutting down at night mid cycle.
- Surrounding trees also shade the panel and prevent light infiltration.
- Installation of an additional solar panel on the solar control element will provide additional power to alleviate the shutdown.
- Hart's Electrical has quoted \$790.00 for installation of an additional solar panel on the solar control element on the residential side of Devonshire Boulevard.

The following was noted during Committee discussion:

- Installation of an AC transmission line for the irrigation system.
- An easement is required to install conduit (about one-hundred fifty feet) for power lines.
- The existing controller is on the residential side of Devonshire Blvd.
- Well motor pumps are located on Radio Road.
- The solar panel runs the controller and opens each individual valve on Devonshire Blvd.
- Cost to relocate the controller is greater than the solar panel cost.

### Action

- A third solar panel will be installed.
- Two (2) Black Olive Trees shading the panel will be pruned.
- Modification of tree placement will be considered in the future if the situation persists.

### **C. Rich King Refurbishment Status Report**

**Mr. Sells** reported on the renovation of the Rich King Greenway, Radio Road South Entry:

- A Scope of Work (SOW) was submitted to the Procurement Division and a Request for Quote (RFQ) distributed on BidSync.
- In accordance with County policy, the project will be awarded to the lowest qualified bidder.
- The Advisory Committee will recommend vendor selection and request the Board of County Commissioners approve and award a contract.
- Florida Power & Light (FPL) has installed the pole cable distribution system.
- FPL will be notified when the project contract is awarded.
- Project will be funded by the FY-22 budget.
- Start date estimate is in four (4) to five (5) months.

### **D. Devonshire Sight Line Report**

**Mr. Sells** distributed a *Final Report* from Traffic Operations on Devonshire Blvd. landscaping at the intersections of Radio Road and Santa Barbara Blvd. and noted:

- He, Mr. Kindelan and Mr. Gorden evaluated landscaping at the locations cited and identified steps to comply with the County's sight window requirement.
- Plant material was pruned to eighteen (18) to twenty-four (24) inches to improve sight line visibility.
- The County supervisor reinspected the area one (1) week after the pruning project was completed.
- Shrubs and plants will be monitored for health and attractiveness.
- The Committee may consider development of a renovation plan utilizing plant materials that do not grow or can be maintained at a height of eighteen (18) to twenty-four (24) inches if the cut back landscaping is unattractive.

### **E. CMA 5411, Hybrid Remote Public Meetings**

The document "*CMA #5411, Hybrid Remote Public Meetings*" was provided to members for an opportunity to review the requirements for hybrid remote public meetings that may be conducted to facilitate the telephonic or remote participation of members of boards, committees, agencies, staff, consultants, and the public. The meeting utilizes both in-person and remote participation via communications media technology.

#### Instruction for Conducting a Hybrid Remote Public Meeting includes:

- Authorization of the County Manager or their designee.
- A hybrid remote public meeting notice providing all information required by law for an in-person public meeting.
- An opportunity for remote public comment.
- If a quorum is physically present, the participation of an absent member by communications media technology is permissible when such absence is due to extraordinary circumstances.

## **VII. OLD BUSINESS**

None

## **VIII. NEW BUSINESS**

### **A. Meeting Location**

Internet access at the Berkshire Lakes Clubhouse is insufficient to accommodate ZOOM video conference meetings. Future meetings will be held at 8300 Radio Road, Naples, FL.

**B. Next Meeting**

*Chair Lewis motioned to cancel the November and December meetings of the Radio Road Beautification M.S.T.U. The next regularly scheduled meeting will be January 10, 2022, at 3 p.m. A "Special Meeting" will be held if business necessitates. Second by Mr. Cooper. Carried unanimously 4 – 0.*

**IX. COMMITTEE MEMBER COMMENTS**

None

**X. PUBLIC COMMENTS**

**Mr. Sells** informed Mr. Hinzman the M.S.T.U.'s financial obligation for work performed by the Road Maintenance Division for relocation and installation of the water line on Devonshire Boulevard has not been determined. Funds are available in the FY-22 budget to satisfy the cost.

**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: JANUARY 10, 2022 3:00 PM  
8300 Radio Road  
Naples, Florida 34104**

**RADIO ROAD MSTU ADVISORY COMMITTEE**

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**Dale Lewis, Chairman**

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

**RADIO ROAD MSTU  
FUND 158  
February 14, 2022**

		Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1	DEL AD VALOREM				\$ -	\$ -	\$ (68.83)	\$ 68.83
2	OVERNIGHT INTEREST				\$ -	\$ -	\$ (59.28)	\$ 59.28
3	INVESTMENT INTEREST				\$ (3,400.00)	\$ -	\$ (906.85)	\$ (2,493.15)
4	INTEREST TAX COLL.				\$ -	\$ -	\$ (0.01)	\$ 0.01
5	<b>REVENUE STRUCTURE</b>				<b>\$ (3,400.00)</b>	<b>\$ -</b>	<b>\$ (1,034.97)</b>	<b>\$ (2,365.03)</b>
6	TRANSFERS FROM PROP APP				\$ -	\$ -	\$ -	\$ -
7	TRANSFERS FROM TAX COLL				\$ -	\$ -	\$ -	\$ -
8	CARRY FORWARD GEN				\$ (516,600.00)	\$ -	\$ -	\$ (516,600.00)
9	CARRY FORWARD OF ENCUMB				\$ (3,095.00)	\$ -	\$ -	\$ (3,095.00)
10	NEG 5% EST REV				\$ 200.00	\$ -	\$ -	\$ 200.00
11	<b>TRANSFERS &amp; CONTRIB</b>				<b>\$ (519,495.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (519,495.00)</b>
12	<b>TOTAL REVENUE</b>				<b>\$ (522,895.00)</b>	<b>\$ -</b>	<b>\$ (1,034.97)</b>	<b>\$ (521,860.03)</b>
13	ENGINEERING FEES	McGee & Associates	Landscape Architect -Review Plans	4500210519	\$ 5,095.00	\$ 354.50	\$ 2,740.50	\$ 2,000.00
14	INDIRECT COST				\$ 3,300.00	\$ 3,300.00	\$ -	\$ -
15	INTERDEPT PAYMENT	Collier County	Water Bill for FY21	Direct Pay	\$ -	\$ -	\$ 3,109.40	\$ (3,109.40)
16	LANDSCAPE INCIDENTALS	Superb Landscaping	Landscape Incidentals	4500213692	\$ 21,000.00	\$ 5,400.00	\$ -	\$ 15,600.00
17	OTHER CONTRACTUAL	Superb Landscaping	Grounds Maintenance	4500213692	\$ 75,000.00	\$ 58,800.00	\$ 10,800.00	\$ 5,400.00
18	POST FREIGHT	USPS	Bulk Mail fees & postage		\$ 4,000.00	\$ -	\$ -	\$ 4,000.00
19	ELECTRICITY	FP&L	Electricity	4700004542	\$ 1,500.00	\$ 458.05	\$ 361.95	\$ 680.00
20	WATER & SEWER	Collier County	Water & Sewer		\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
21	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	\$ 300.00	\$ 150.00	\$ 150.00	\$ -
		SiteOne Landscape Supply	Irrigation Parts	4500213685		\$ 3,270.24	\$ 229.76	
		Harts Electrical	Supply & Replace well pump motor s	4500212965		\$ 179.72	\$ 610.28	
22	<b>SPRINKLER MAINTENANCE</b>				<b>\$ 4,000.00</b>	<b>\$ 3,449.96</b>	<b>\$ 840.04</b>	<b>\$ (290.00)</b>
23	MULCH				\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
24	LANDSCAPE MATERIALS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
25	LICENSES & PERMITS				\$ 500.00	\$ -	\$ -	\$ 500.00
26	LEGAL ADVERTISEMENT	Desk Spingo dba NDN	Legal Ad	4500215068	\$ -	\$ 662.50	\$ 87.50	\$ (750.00)
		Premier Staffing	Transcriptionist Services	4500214129		\$ 1,651.50	\$ 148.50	
		Premier Staffing	Transcriptionist Services	4500215547		\$ -	\$ 118.80	
27	<b>OTHER MISCELLANEOUS</b>				<b>\$ 3,200.00</b>	<b>\$ 1,651.50</b>	<b>\$ 267.30</b>	<b>\$ 1,281.20</b>
28	OFFICE SUPPLIES				\$ 200.00	\$ -	\$ -	\$ 200.00
29	COPY CHARGES	JM TODD	Monthly CPC (Shared)	4500214501	\$ 200.00	\$ 77.48	\$ 36.80	\$ 85.72
30	FERT HERB CHEM	Mar Green Resource	Fertilizer	4500215420	\$ 1,300.00	\$ -	\$ 397.50	\$ 902.50
31	OTHER OPERATING SUPPLIES				\$ 1,300.00	\$ -	\$ -	\$ 1,300.00
32	<b>OPERATING EXPENSE</b>				<b>\$ 126,395.00</b>	<b>\$ 74,303.99</b>	<b>\$ 18,790.99</b>	<b>\$ 33,300.02</b>
33	IMPROVEMENTS GENERAL				\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
34	<b>CAPITAL OUTLAY</b>				<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000.00</b>
35	Reimbursement for Staff Support				\$ 40,700.00	\$ -	\$ -	\$ 40,700.00
36	Budget Transfer to Tax Collector				\$ 100.00	\$ -	\$ 1.37	\$ 98.63
37	<b>TRANSFERS</b>				<b>\$ 40,800.00</b>	<b>\$ -</b>	<b>\$ 1.37</b>	<b>\$ 40,798.63</b>
38	RESERVE FOR CAPITAL				\$ 255,700.00	\$ -	\$ -	\$ 255,700.00
39	<b>RESERVES</b>				<b>\$ 255,700.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 255,700.00</b>
40	<b>TOTAL BUDGET</b>				<b>\$ 522,895.00</b>	<b>\$ 74,303.99</b>	<b>\$ 18,792.36</b>	<b>\$ 429,798.65</b>

1,214,337,046 FY 10 Final Taxable value  
1,039,288,028 FY 11 Final Taxable value  
984,103,688 FY 12 Final Taxable Value  
955,918,992 FY 13 Final Taxable Value  
967,155,849 FY 14 Final Taxable Value  
996,994,678 FY 15 Final Taxable Value  
1,066,174,009 FY 16 July Taxable Value  
  
1,145,697,249 FY 17 July Taxable Value  
1,242,647,732 FY 18 July Taxable Value  
1,304,336,542 FY 19 July Taxable Value  
1,358,426,325 FY 20 July Taxable Value

4.15% Adj. 19 to 20

	<b>FY 20</b>	<b>FY 19</b>	
Millage	0.0000	0.1000	Maximum Cap = .5000
Extension	0	130,424	

**Property Tax Limitation Impact**

FY 20 Gross Taxable Value	1,358,426,325
Minus: New Const. Annex.	6,064,235
<b>Plus: Amendment #1 TV Component</b>	<b>0</b>
Adj. Taxable Value	1,352,362,090
19 Levy	130,435
<b>Rolled Back Rate (less Amend. One)</b>	<b>0.0964</b>

Total Available Balance	\$	429,798.65
Plus Committed And Not Spent	\$	74,303.99
<b>Estimated Cash</b>	<b>\$</b>	<b>504,102.64</b>

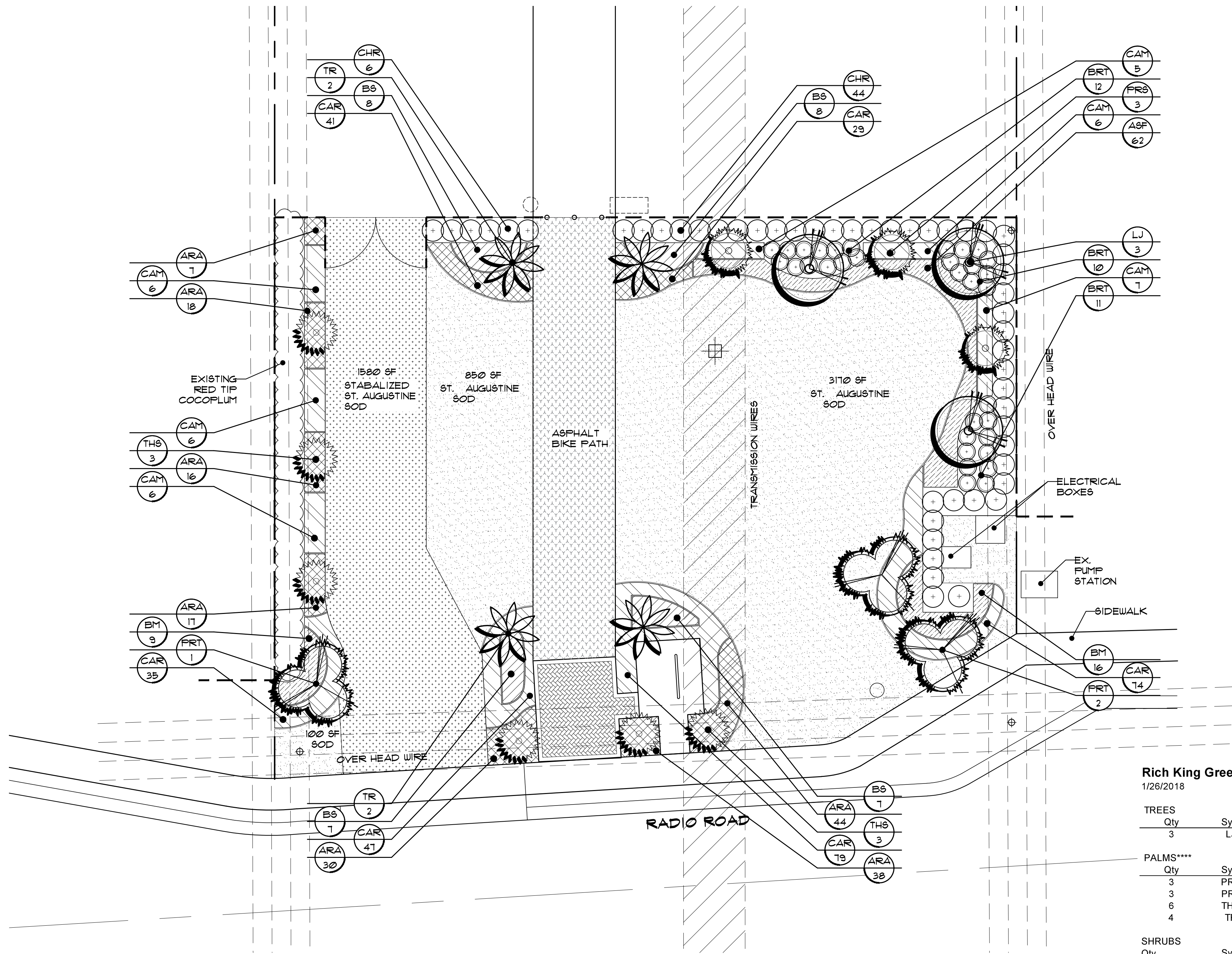
Prepared 2-03-22

**Radio Road MSTU Maintenance Plan  
FY21**

Category	Sub Category	Type / Location	(Current) OMS	Quantity	Units	Year (Install)	Year (Replace)	\$Cost (then YR)	Annual Maint
<b>Irrigation</b>	<b>Mixing Chamber</b>	5500 Radio Rd	1	1	EA	2007	2060	\$100,000	\$2,000
	<b>Controller</b>	Devonshire	3	3	EA	2018	2026	\$10,000	\$500
	<b>Controller</b>	Rich King	1	1	EA	2020	2028	\$1,000	\$100
<b>Electric</b>	<b>Meter</b>	Radio/Devonshire	2	2	EA	2007	NA	\$2,000	\$300
<b>Water</b>	<b>Flowmeter</b>	Radio/Devonshire	2	2	EA	2019	2040	\$6,000	\$300
	<b>Valves</b>	Devonshire	40	40	EA	2007	2027	\$26,000	\$1,500
	<b>Valves</b>	R. King	4	4	EA	2020	2041	\$2,000	\$200
<b>Landscaping Areas</b>	<b>Mowing, Weeding, etc.</b>	Devonshire	1980 Ft	1980	Ft	2007	As Needed	As needed	\$96,000
	<b>Ornamental Trees</b>	Devonshire	91	91	EA	2007	As Needed	As needed	\$3,000
	<b>Rich King</b>	Rich King	8800	8800	Sq Ft	2021	As Needed	TBD	TBD

<b>Total</b>	<b>\$103,900</b>
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## PLANTING PLAN

SCALE: 1" = 10.0'

### Rich King Greenway Plant List

1/26/2018

TREES		Sym	Botanical Name	Common Name	Specification	Spacing	Native
Qty							
3		LJ	Ligustrum japonicum	Wax Privet	10' oa, multi		N
PALMS****		Sym	Botanical Name	Common Name	Specification	Spacing	Native
Qty							
3		PRS	Phoenix roebelenii	Pygmy Date Palm	7' oa, snl, matching		N
3		PRT	Phoenix roebelenii	Pygmy Date Palm	7' oa, trpl		N
6		THS	Thrinax morissii 'Silver'	Silver Thrinax	5' oa, matching		Y
4		TR	Thrinax radiata	Florida Thatch Palm	8' oa, snl, matching		N
SHRUBS		Sym	Botanical Name	Common Name	Specification	Spacing	Native
Qty							
25		BM	Bougainvillea 'Ms. Alice'	Ms. Alice Bougainvillea	3 gallon 18"	30" oc	N
30		BS	Bougainvillea Silhouette	Silhouette Bougainvillea	3 gallon 18"	30" oc	N
33		BRT	Brassaia arborescens 'Trinette'	Trinette Var. Arborescens	3 gallon 20"	36" oc	N
50		CHR	Chrysobalanus icaco 'Red Tip'	Red Tip Cocoplum	7 gallon 36"	36" oc	Y
GROUND COVERS		Sym	Botanical Name	Common Name	Specification	Spacing	Native
Qty							
170		ARA	Arachis glabrata	Ornamental Peanut	1 gallon 12"	18" oc	N
62		ASF	Asparagus densiflorus 'Myers'	Foxtail Fern	3 gallon 24", Full	24" oc	N
36		CAM	Carmona microphylla	Carmona	3 gallon 20"	30" oc	N
305		CAR	Carrissa 'Emerald Blanket'	Carrissa	3 gallon, 16" spd, horizontal form, 'small leaves'	18" oc	N
MISCELLANEOUS		Sym	Botanical Name	Common Name	Specification		
Qty							
4,120		SF	Stenotaphrum secundatum 'Floritam'	St. Augustine Floritam	Contractor to verify Qty		
1,580		SF	Stenotaphrum secundatum 'Floritam'	Stabilized St. Augustine Floritam	4" compacted limerock subbase with 1" sand bed then sod		
2,400		SF	Transportation Blend, Grade 'A' Brown Mulch, Forestry Resources or County approved Equal	Mulch	3" Depth		
8,100		SF	Automatic Irrigation System	100% Head-to-head coverage	Contractor to verify Qty		
		LF	Root Barrier	BIO-BARRIER, 4407-006, 19.5"			

\*\*\*\* Mulch - Individual trees shall have a mulch circle 36" from the trunk in all directions, 2" thick  
© Contractor to submit photos or physical sample of selected plant materials to Landscape Architect prior to delivery  
email: scott@windhamstudio.com; aaron@windhamstudio.com

Scott Windham, ASLA  
Landscape Architect, RIA 0001516

**WINDHAM**  
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**RICH KING GREENWAY**  
NAPLES, FLORIDA  
PREPARED FOR: CLIENT

JOB #: 013-10

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SCALE: 1" = 10.0'

PLANTING PLAN

SHEET NUMBER:

L-1



