

**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

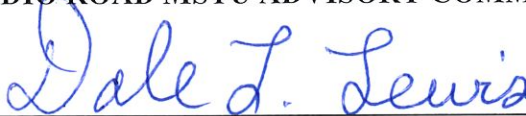
Mr. Sells informed Mr. Hinzman the M.S.T.U.'s financial obligation for work performed by the Road Maintenance Division for relocation and installation of the water line on Devonshire Boulevard has not been determined. Funds are available in the FY-22 budget to satisfy the cost.

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



Dale Lewis, Chairman

The Minutes were approved by the Committee on 14 Feb., 2022 as presented X or as amended ____.