

Radio Road Beautification M.S.T.U.

**Advisory Committee
8300 Radio Road
Naples Florida 34104**

JUNE 13, 2022

3:00 PM

**AT BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BLVD.**

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)
	Michael Cashman (3/3/26)
	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: February 14, 2022

V. WELCOME TO NEW MEMBER MIKE CASHMAN

VI. LANDSCAPE MAINTENANCE REPORT – ROBERT KINDELAN, Superb Landscape

VII. PROJECT MANAGER REPORT - HARRY SELLS

- A. Review Current Budget Report 6/13/2022
- B. Status of Irrigation system
- C. Rich King Refurbishment Status Report

VIII. OLD BUSINESS

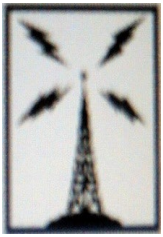
IX. NEW BUSINESS

X. COMMITTEE MEMBER COMMENTS

XI. PUBLIC COMMENTS

XII. ADJOURNMENT

**NEXT MEETING:
JULY 11, 3:00 PM
495 BELVILLE BLVD**



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

April 11, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Schoenfelder called the meeting to order at 3:00 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
County Staff: Harry Sells, Project Manager; Michelle Arnold, Director PTNE;
Rosio Garcia, Operations Coordinator
Landscape: Gary Gorden, Superb Landscape Services
Others: Wendy Warren, Premier Staffing, Transcriptionist; Robert Hinzman; Resident

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES – February 14, 2022

Mr. Cooper moved to approve the minutes of the February 14, 2022, meeting as presented. Second by Vice-Chair Schoenfelder. Carried unanimously 3 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Gary Gorden, Superb Landscape

Mr. Gorden reported:

- Overall median landscaping is in good condition.
- Seed pods were trimmed from palms.
- Fertilizer application for the area is scheduled for April 12, 2022.
- The Devonshire irrigation system is functioning as intended.

In response to a member's concern regarding the brown patches of turf on Santa Barbara Blvd., Mr. Sells noted Superior Landscaping, LLC. maintains the medians for the County.

The Committee discussed:

- A resident reported vines are encroaching the Clusia hedge on Devonshire Blvd.
- Superb Landscaping (SLS) maintains the hedge bordering Devonshire Blvd.
- The condominium association is responsible for Clusia hedge trimming and removal of invasive vines bordering their property.

Vice Chair Schoenfelder will inform the condominium resident of the association's responsibility to maintain the Clusia hedge bordering association property.

VI. CONSIDERATION OF NEW MEMBER, REPLACEMENT FOR WILLIAM GURNEE

A. Michael Cashman

Mr. Sells reported a seat is available on the Radio Road Beautification Advisory Committee. The term is for 4-years commencing April 2022 and an application was received from Michael Cashman.

Mr. Cashman addressed the Committee on his desire to be seated on the Committee.

Recommendation for Michael Cashman

Mr. Cooper moved to recommend the Board of County Commissioners appoint Michael Cashman to the Radio Road Beautification M.S.T.U. Advisory Committee. Second by Mr. Wilson. Carried unanimously 3 - 0.

VII. PROJECT MANAGER REPORT – Harry Sells

A. Budget Report April 11, 2022

Radio Road MSTU Fund Budget 158 dated April 11, 2022

- The FY-22 millage rate of 0.0000, was approved by the Board of County Commissioners (BCC).
- The FY-22 budget will be funded by Carry Forward Funds.
- Transfers and Contributions, Line 11, are \$519,495.00; a carry-over of unexpended FY-21 funds.
- Total Revenue, Line 12, is \$522,895.00, including investment interest, transfers, contributions, and expenditures.
- Purchase Orders: (Contractors)
 - Hart's Electrical – Electrical Maintenance & Irrigation Repairs.
 - MAR Green Resource – Fertilizer.
 - McGee & Associates – Landscape Architecture; Rick King Refurbishment Plan Review.
 - Premier Staffing – Transcription Services.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscape Services – Grounds & Irrigation Maintenance & Incidentals.
- Purchase Orders in red have been closed out.
- Operating Expense, Line 32, is budgeted at \$126,395.00; with current Commitments of \$54,887.08, Expenditures of \$37,773.67, and a Budget Remainder (unspent operating funds) of \$33,774.25.
- Capital Outlay, Line 34, budgeted at \$100,000.00, will fund the Rich King Greenway refurbishment project and operating expense shortages, if necessary, subject to a budget amendment approved by the Board of County Commissioners.
- Transfer to Fund 111, Line 35, in the amount of \$40,700.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Tax Collector, Line 36, in the amount of \$100.00, is for collection of M.S.T.U. millage as part of the tax bill, currently 0.0000 mills.
- Reserves, Line 39, budgeted at \$255,700.00, is designated for Insurance and Catastrophic damage repair.
- Total Budget, Line 40, lists FY-22 M.S.T.U. budgeted funds at \$522,895.00; with tabulated Commitments of \$54,887.08, Expenditures of \$37,735.04, and a Budget Remainder (total unspent funds) of \$430,272.88. The Budget amount of \$522,895.00 does not change during the fiscal year.

Landscape Maintenance – Multi-Year Contract

- Superb Landscaping Services contract expires in February 2023.
- An *Invitation to Bid (ITB)* Landscaping Contract for the Radio Road M.S.T.U. will be posted in accordance with County practice and awarded to the lowest qualified bidder.
- The three-year contract with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).
- The contract will include monthly maintenance of the Rich King Memorial Greenway landscaping.

Mr. Sells will provide a quote for Committee consideration as soon as it is completed and before the November 2022 meeting.

B. Fiscal Year 2023 Budget

Proposed FY 23 Budget

A preliminary FY-23 budget, effective October 1, 2022, with a millage rate consistent with FY-22 was presented for informational purposes.

- Total Estimated Revenue, Line 12, is \$344,700.00, a carry-over of unexpended FY-22 funds.
- Capital Outlay, Line 34, remains consistent with FY-22 at \$100,000.00.
- Operating Expense, Line 32, is projected at \$131,500.00.
- Reserves, Line 39, are \$93,200.00 versus \$255,700.00 FY-22.
- Total Budget proposed, Line 40, is \$368,700.00.

Millage Rate

The M.S.T.U. is provided two options for the millage rate, currently assessed at 0.0000, as follows:

- Maintain the current millage rate and operate off reserve funding.
- Increase the current millage rate and establish a positive revenue flow.

The Committee discussed:

- Other contractual budget estimate, line 17, for Grounds Maintenance in the amount of \$82,000.00, is conservative. A recommendation was made to increase the budgeted amount to \$100,000.00, adjusting the total proposed budget to \$386,700.00.
- A small increase in the millage rate should be considered to establish positive revenue and ensure adequate operational funds.

Mr. Cooper motioned increase the Other Contractual planned budget for Grounds Maintenance from \$82,000.00 to \$100,000.00. Second by Vice Chair Schoenfelder. Carried unanimously 3 – 0.

Mr. Cooper motioned to establish a millage rate of 0.0500 for Fiscal Year 2023. Second by Vice Chair Schoenfelder. Carried unanimously 3 – 0.

Asset Inventory Review & Cost Estimates

The Capital Maintenance Plan FY-21 identifies community assets and defines financial requirements to maintain the known assets. The following was noted:

- Asset Management Principles *Establish Inventory with Determined Quantities Target Dates for Install and Replacement and Prepare Schedules for Repair/Replacement with Cost.*

- Asset responsibility verification and maintenance includes, but is not limited to, landscaping, irrigation, water, electric and solar panels.
- Projections are revised, based on actual expenditures, or cost quotes submitted by contractors.
- Annual inflation is incorporated into the long-term estimates.
- The data is provided to the Office of Budget Management (OMB) to assist with budget planning.

C. Status of Irrigation System

Mr. Sells reported:

- The flow meter in the Devonshire Boulevard mixing chamber ceased to register water flow.
- The meter from Rich King Memorial Greenway was relocated to Devonshire Boulevard.
- Superb Landscaping will install the new flow meter purchased from SiteOne Landscape at Rich King Greenway.
- The broken meter has been repaired providing a spare meter for future use.
- Reclaimed water is purchased from the County for irrigation.

D. Rich King Refurbishment Status Report

The contract for Hannula Landscaping & Irrigation, Inc., Contract No. 21-7941 in the amount of \$67,591.61, to landscape the south entry of the Rich King Memorial Greenway on Radio Road, is on the Board of County Commissioners Agenda for April 26, 2022.

- The project, with an installation date of May 2022, will be funded by the FY-22 budget.
- Estimated period for completion is thirty (30) to forty (40) days.
- Superb Landscaping (SLS) will prune and/or remove shrubs and voluntary trees in the Florida Power & Light (FPL) Right of Way (ROW) on the east side of the site.
- FPL *Safety 6 G*
- SLS will assume responsibility for weekly/monthly maintenance.

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 4:03 P.M.

NEXT M.S.T.U. MEETING

TBD

**8300 Radio Road
Naples, Florida 34104**

RADIO ROAD MSTU ADVISORY COMMITTEE

Dale Lewis, Chairman

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



Board of Collier County Commissioners

Rick LoCastro
District 1

Andy Solis, Esq.
District 2

Burt L. Saunders
District 3

Penny Taylor
District 4

William L. McDaniel, Jr.
District 5

April 26, 2022

Michael Cashman
458 Country Hollow Ct., Apt. H102
Naples, FL 34104

Subject: Radio Rd. Beautification Advisory Committee

Dear Mr. Cashman:

While convened in regular session on the above date, the Board of County Commissioners voted to appoint you to a term on the above-referenced advisory board. Your term will expire on March 3, 2026, or at such time as the Board re-appoints you or appoints your successor.

On behalf of the Board of County Commissioners, I wish to extend our appreciation for your willingness to serve the residents of Collier County as a member of this advisory committee. If I can ever be of service to you during your term, please do not hesitate to contact me.

Best regards,

A handwritten signature in black ink, appearing to read "W. L. McDaniel, Jr.", is written over a horizontal line.

Commissioner William L. McDaniel, Jr.
Chairman, District 5

WM/wr
cc: Harry Sells

**RADIO ROAD MSTU
FUND 158
June 13, 2022**

		Vendor	Item	FY 22	PO#	Budget	Commitments	Expenditures	Total
1	DEL AD VALOREM					\$ -	\$ -	\$ (68.83)	\$ 68.83
2	OVERNIGHT INTEREST					\$ -	\$ -	\$ (170.69)	\$ 170.69
3	INVESTMENT INTEREST					\$ (3,400.00)	\$ -	\$ (1,451.80)	\$ (1,948.20)
4	INTEREST TAX COLL.					\$ -	\$ -	\$ (0.01)	\$ 0.01
5	REVENUE STRUCTURE					\$ (3,400.00)	\$ -	\$ (1,691.33)	\$ (1,708.67)
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	TRANSFERS & CONTRIB					\$ (519,495.00)	\$ -	\$ -	\$ (519,495.00)
12	TOTAL REVENUE					\$ (522,895.00)	\$ -	\$ (1,691.33)	\$ (521,203.67)
13	ENGINEERING FEES	McGee & Associates	Landscape Architect -Review Plans	4500210519		\$ 5,095.00	\$ -	\$ 2,740.50	\$ 2,354.50
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	\$ 5,212.50	\$ 187.50	\$ 15,600.00
		Superb Landscaping	Grounds Maintenance	4500213692			\$ 32,175.00	\$ 37,425.00	
		Naples Electric Motor Works	Replace Mixing Chamber Pump	4500217620			\$ 5,365.00	\$ 150.00	
17	OTHER CONTRACTUAL					\$ 75,000.00	\$ 37,540.00	\$ 37,575.00	\$ (115.00)
18	POST FREIGHT	USPS	Bulk Mail fees & postage			\$ 4,000.00	\$ -	\$ -	\$ 4,000.00
19	ELECTRICITY	FP&L	Electricity	4700004542		\$ 1,500.00	\$ 89.30	\$ 730.70	\$ 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	\$ 75.00	\$ 225.00	\$ -
		SiteOne Landscape Supply	Irrigation Parts	4500213685			\$ 1,709.82	\$ 1,790.18	
		Amazon	Irrigation Parts	VISA			\$ -	\$ 59.99	
		Harts Electrical	Supply & Replace well pump motor st	4500212965			\$ -	\$ 610.28	
22	SPRINKLER MAINTENANCE					\$ 4,000.00	\$ 1,709.82	\$ 2,460.45	\$ (170.27)
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 Spinco dba NDN	Legal Ad	4500215068		\$ -	\$ 662.50	\$ 87.50	\$ (750.00)
		Premier Staffing	Transcriptionist Services	4500214129			\$ 1,309.95	\$ 490.05	
		Premier Staffing	Transcriptionist Services	4500215547			\$ -	\$ 118.80	
27	OTHER MISCELLANEOUS					\$ 3,200.00	\$ 1,309.95	\$ 608.85	\$ 1,281.20
28	OFFICE SUPPLIES					\$ 200.00	\$ -	\$ -	\$ 200.00
29	COPY CHARGES	JM TODD	Monthly CPC (Shared)	4500214501		\$ 200.00	\$ 19.78	\$ 94.50	\$ 85.72
		Mar Green Resource	Fertilizer	4500215420				\$ 397.50	
		Howard Fertilizer	Fertilizer	VISA				\$ 826.00	
30	FERT HERB CHEM					\$ 1,300.00	\$ -	\$ 1,223.50	\$ 76.50
31	OTHER OPERATING SUPPLIES					\$ 1,300.00	\$ -	\$ -	\$ 1,300.00
32	OPERATING EXPENSE					\$ 126,395.00	\$ 46,618.85	\$ 52,342.90	\$ 27,433.25
33	IMPROVEMENTS GENERAL	Hannula Landscaping	Landscape & Irrig. at Rich King Entry			\$ 100,000.00	\$ 67,591.61	\$ -	\$ 32,408.39
34	CAPITAL OUTLAY					\$ 100,000.00	\$ 67,591.61	\$ -	\$ 32,408.39
35	Reimbursement for Staff Support					\$ 40,700.00	\$ -	\$ 40,700.00	\$ -
36	Budget Transfer to Tax Collector					\$ 100.00	\$ -	\$ 1.37	\$ 98.63
37	TRANSFERS					\$ 40,800.00	\$ -	\$ 40,701.37	\$ 98.63
38	RESERVE FOR CAPITAL					\$ 255,700.00	\$ -	\$ -	\$ 255,700.00
39	RESERVES					\$ 255,700.00	\$ -	\$ -	\$ 255,700.00
40	TOTAL BUDGET					\$ 522,895.00	\$ 114,210.46	\$ 93,044.27	\$ 315,640.27

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

Millage
Extension
FY 20
0.0000
0

FY 19
0.1000
130,424

Maximum Cap = .5000

Property Tax Limitation Impact

FY 20 Gross Taxable Value 1,358,426,325
Minus: New Const. Annex. 6,064,235

Plus: Amendment #1 TV Component 0

Adj. Taxable Value 1,352,362,090
19 Levy 130,435

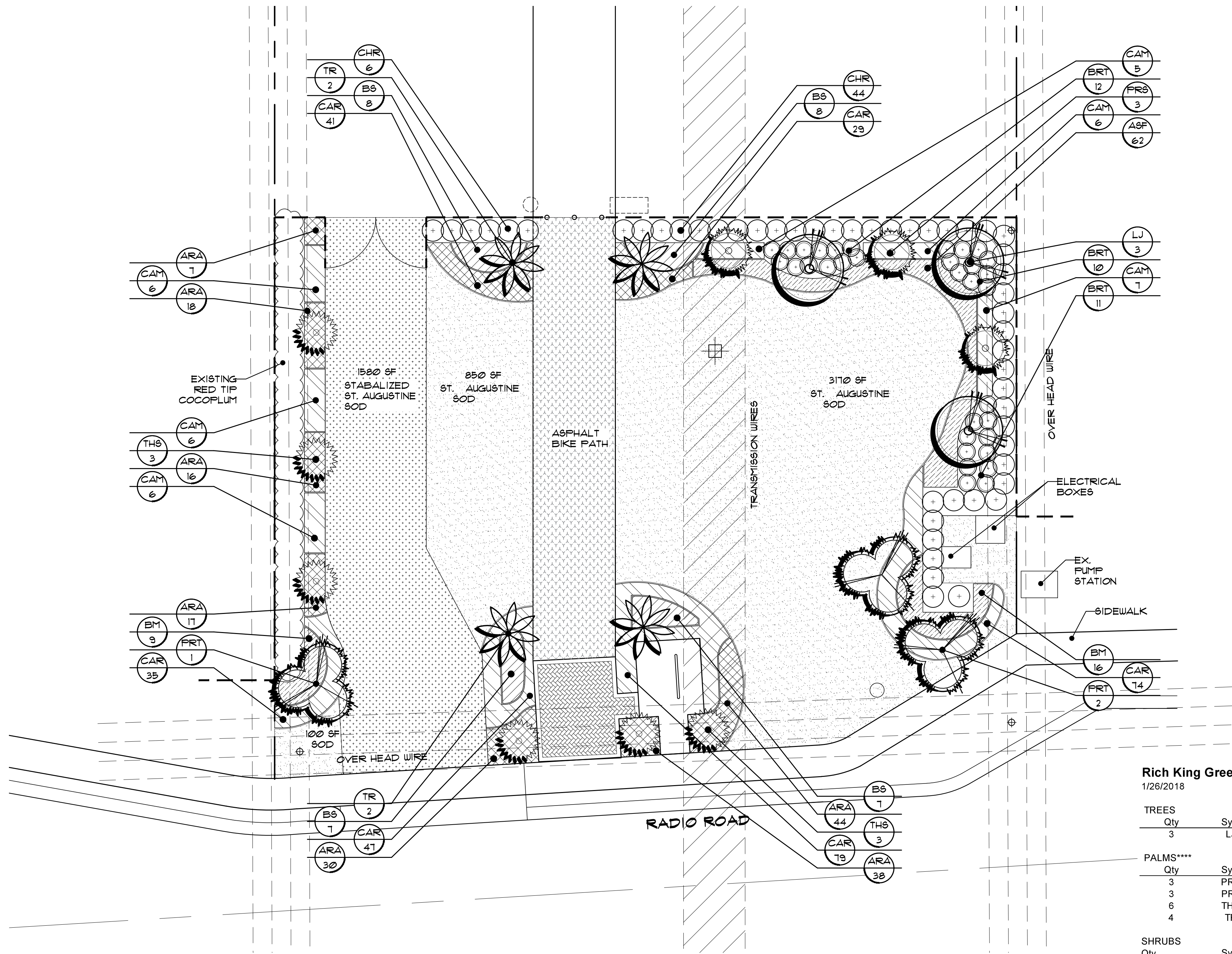
Rolled Back Rate (less Amend. One) 0.0964

Total Available Balance \$ 315,640.27

Plus Committed And Not Spent \$ 114,210.46

Estimated Cash \$ 429,850.73

Prepared 6-1-22



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	Carrisa 'Emerald Blanket'	Carrisa	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			
		LF	Root Barrier	BIO-BARRIER, 4407-006, 19.5"	Contractor to verify Qty		

**** 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
studio inc.

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scott@windhamstudio.com

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
Date: 1/26/2018
Rev. Date: _____
Rev. Date: _____

