

Radio Road Beautification M.S.T.U.

Advisory Committee

8300 Radio Road

Naples Florida 34104

AUGUST 8, 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: June 13, 2022

V. LANDSCAPE MAINTENANCE REPORT – ROBERT KINDELAN, Superb Landscape

VI. PROJECT MANAGER REPORT - HARRY SELLS

- A. Review Current Budget Report 8/8/2022
- B. New Landscape Maintenance Contractor- Superior Landscaping and Lawn Service
- C. Status of Irrigation system
- D. Rich King Refurbishment Status Report

VII. OLD BUSINESS

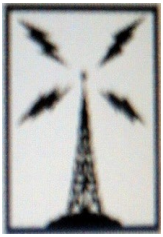
VIII. NEW BUSINESS

IX. COMMITTEE MEMBER COMMENTS

X. PUBLIC COMMENTS

XI. ADJOURNMENT

NEXT MEETING:
SEPTEMBER 12, 3:00 PM
495 BELVILLE BLVD.



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

June 13, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Lewis 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; Maria Schoenfelder, Vice-Chair;

Michael Cashman (Excused); Frank Cooper (Excused); Harry Wilson

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

Landscape: Gary Gorden, Superb Landscape Services

Others: Wendy Warren, Premier Staffing, Transcriptionist

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES – April 11, 2022

Chair Lewis moved to approve the minutes of the April 11, 2022, meeting as presented. Second by Vice-Chair Schoenfelder. Carried unanimously 3 – 0.

V. WELCOME TO NEW MEMBER MIKE CASHMAN

The Board of County Commissioners appointed Michael Cashman to the Radio Road Beautification Advisory Committee on for a four-year term expiring March 3, 2026.

VI. LANDSCAPE MAINTENANCE REPORT – Gary Gorden, Superb Landscape

Mr. Gorden reported:

- Overall median landscaping is in good condition.
- Fertilizer was applied in accordance with the contract.
- Dead foliage will be removed from the Juniper bushes.
- Sabal Palm trimming will be scheduled.
- Perimeter tree canopies will be lifted to enhance sight line visibility.
- Clusia hedge trimming will be scheduled for September 2022.

The Committee discussed:

- Superb Landscaping (SLS) maintains the hedge bordering Devonshire Blvd.
- Vice Chair Schoenfelder informed the Condominium Association Board of their responsibility to trim and remove invasive vines from the Clusia hedge bordering Association property.

- The Committee noted the MSTU can consider landscape maintenance in the area if the Association permits SLS to enter the hedge area abutting their property.
- The topic will be reviewed at a future meeting.

VII. PROJECT MANAGER REPORT – Harry Sells

A. Review Current Budget Report June 13, 2022

Radio Road MSTU Fund Budget 158 dated June 13, 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)
 - Hannula Landscaping – Landscape & Irrigation for Rich King Entryway.
 - Hart’s Electrical – Electrical Maintenance & Irrigation Repairs.
 - Howard Fertilizer – Fertilizer.
 - MAR Green Resource – Fertilizer.
 - McGee & Associates – Landscape Architecture; Rick King Refurbishment Plan Review.
 - Naples Electric Motor Works – Mixing Chamber Pump.
 - Premier Staffing – Transcription Services.
 - SiteOne Landscape Supply – Irrigation Parts & Pumps.
 - Superb Landscape Services –
 - Incidentals is for landscape refurbishment and miscellaneous.
 - Grounds Maintenance includes irrigation repairs.
- Red indicates a Purchase Order has been closed and the money expended.
- Operating Expense, Line 32, is budgeted at \$126,395.00; with current Commitments of \$46,618.85, Expenditures of \$52,342.90, and a Budget Remainder (unspent operating funds) of \$27,433.25.
- Capital Outlay, Line 34, budgeted at \$150,705.00, has a current Commitment of 67,591.61 to fund the *Rich King Memorial Greenway Entrance Project*, and a Budget remainder of \$32,408.39.
- 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 \$114,210.46, Expenditures of \$93,044.27, and a Budget Remainder (total unspent funds) of \$315,640.27. The Budget amount of \$522,895.00 does not change during the fiscal year.

A budget amendment to finance long term projects, consistent with the M.S.T.U. Ordinance, can be made upon a motion from the Advisory Committee.

Fiscal Year 2023 Budget Millage Rate

In response to the Advisory Committee's motion to establish a millage rate of 0.0500 for Fiscal Year 2023, the County Manager's Office directed the Office of Management & Budget to maintain the current millage rate and operate off reserve funding for one (1) more year.

Landscape Maintenance – Multi-Year Contract

- Superb Landscaping Services contract expires in December 2022.
- 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. Status of Irrigation System

Mr. Sells reported:

- The Rich King Greenway mixing chamber pump and bearings, installed in 2007, need to be replaced.
- A new pump motor and valves, at a cost of \$5,365.00, will be installed on receipt.
- Superb Landscaping will install a new filter designed for the reuse water drip irrigation for the Rich King Greenway system.

C. Rich King Refurbishment Status Report

The Board of County Commissioners awarded 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, to Hannula Landscaping and Irrigation, Inc.

- A Purchase Order and Notice to Proceed (NTP) have been issued.
- Start date is scheduled for June 27, 2022.
- Estimated period for completion is thirty (30) to forty (40) days.
- A cost quote will be solicited from Superb Landscape Services (SLS) for weekly/monthly maintenance.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Chairman Lewis motioned to cancel the July 2022 meeting of the Radio Road Beautification M.S.T.U. Advisory Committee reserving the right to schedule a special meeting if necessary. Second by Vice Chair Ms. Schoenfelder. Carried unanimously 3 - 0.

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 3:30 P.M.

NEXT M.S.T.U. MEETING

TBD

495 Belville Boulevard

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 _____.

**RADIO ROAD MSTU
FUND 158
August 8, 2022**

		Vendor	Item	FY 22	PO#	Budget	Commitments	Expenditures	Total
1	DEL AD VALOREM					\$ -	\$ -	\$ (68.83)	\$ 68.83
2	OVERNIGHT INTEREST					\$ -	\$ -	\$ (302.41)	\$ 302.41
3	INVESTMENT INTEREST					\$ (3,400.00)	\$ -	\$ (1,985.16)	\$ (1,414.84)
4	INTEREST TAX COLL.					\$ -	\$ -	\$ (0.01)	\$ 0.01
5	REVENUE STRUCTURE					\$ (3,400.00)	\$ -	\$ (2,356.41)	\$ (1,043.59)
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)	\$ -	\$ (2,356.41)	\$ (520,538.59)
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	\$ 3,921.09	\$ 1,478.91	\$ 15,600.00
		Superb Landscaping	Grounds Maintenance	4500213692			\$ 26,300.00	\$ 43,300.00	
		Naples Electric Motor Works	Replace Mixing Chamber Pump	4500217620			\$ -	\$ 5,513.00	
17	OTHER CONTRACTUAL					\$ 75,000.00	\$ 26,300.00	\$ 48,813.00	\$ (113.00)
18	POST FREIGHT	USPS	Bulk Mail fees & postage			\$ 4,000.00	\$ -	\$ -	\$ 4,000.00
19	ELECTRICITY	FP&L	Electricity	4700004542		\$ 1,500.00	\$ 319.92	\$ 1,000.08	\$ 180.00
20	WATER & SEWER	Collier County	Water & Sewer			\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
21	INSURANCE GENERAL	Collier County	Insurance	Direct Pay		\$ 300.00	\$ -	\$ 300.00	\$ -
		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	\$ 9.13	\$ 105.15	\$ 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	\$ 34,232.41	\$ 65,227.34	\$ 26,935.25
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	\$ 101,824.02	\$ 105,928.71	\$ 315,142.27

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 \$ 315,142.27

Plus Committed And Not Spent \$ 101,824.02

Estimated Cash \$ 416,966.29

Prepared 7-25-22



Notice of Recommended Award

Solicitation: **22-7978** Title: **Landscape Maintenance Radio Road MSTU Roadway**

Due Date and Time: **June 27th, 2022, at 3:00 PM**

Respondents:					
Company Name	City	County	State	Bid Amount	Responsive/Responsible
Superior Landscaping & Lawn Service, Inc.	Miami	Miami-Dade	FL	\$72,837.27	Yes/Yes
Grow Care Outdoor Solutions, LLC	North Fort Myers	Lee	FL	\$96,275.00	Yes/Yes
Superb Landscape Services, Inc.	Naples	Collier	FL	\$97,366.00	Yes/Yes

Utilized Local Vendor Preference: Yes ☐ No ☒

Recommended Vendor(s) For Award:

On May 26th, 2022, the Procurement Services Division released notices of Invitation to Bid No. 22-7978 to twelve-thousand seven hundred and one (12,701) vendors for Landscape Maintenance Radio Road MSTU Roadway. Thirty-four (34) bid packages were viewed, and three (3) bids were received by the June 27th, 2022 deadline. All bids were deemed to be responsive and responsible.

The Award has been established on the lowest total bid basis for a single awardee. Staff is recommending award to Superior Landscaping & Lawn Service, Inc.

Contract Driven ☒ Purchase Order Driven ☐

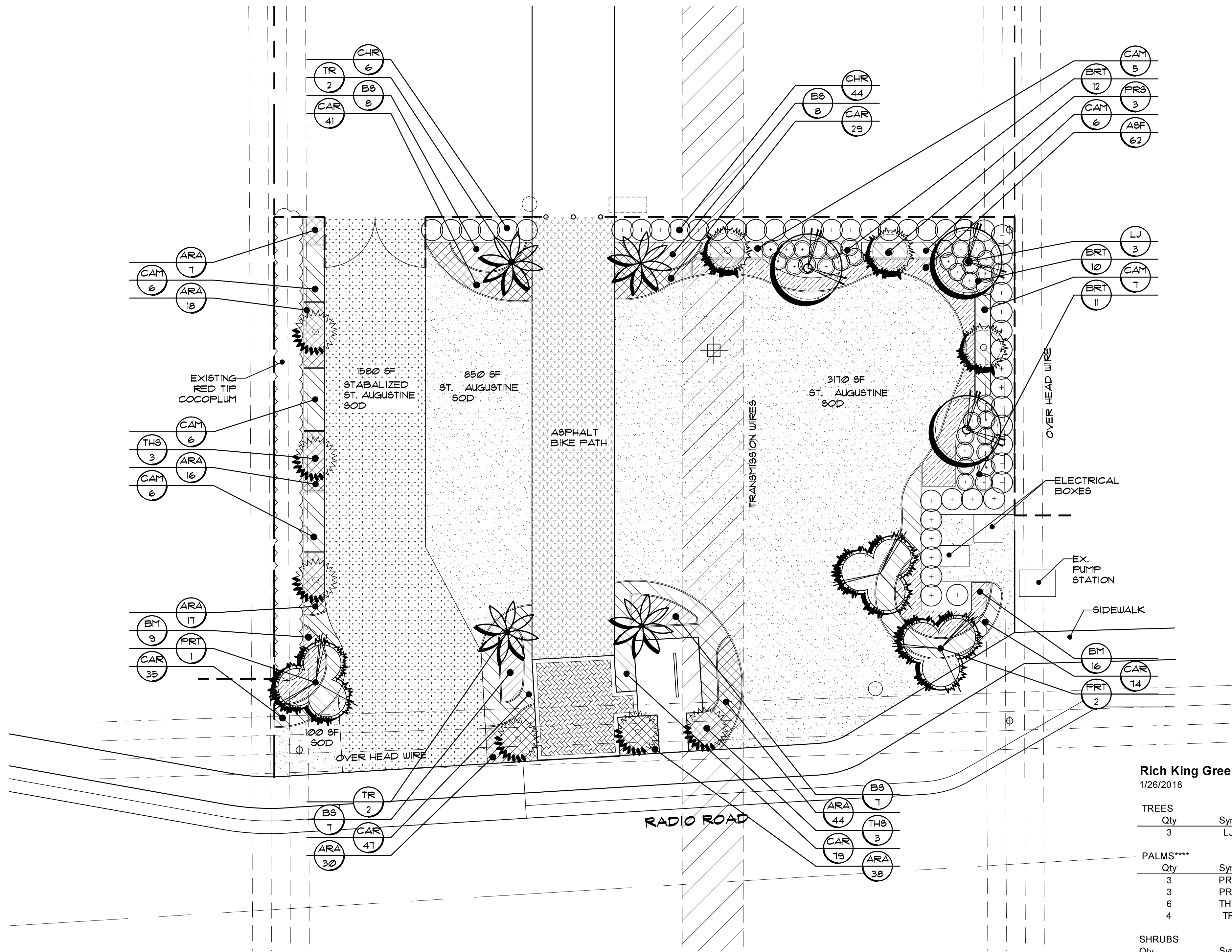
Required Signatures

Project Manager: Harry Sells	DocuSigned by: <i>Harry Sells</i> FB89259D2D1C414...	7/7/2022
Procurement Strategist: Juan Delgado	DocuSigned by: <i>Juan Delgado</i> 39618C5AADB489...	7/7/2022

Procurement Services Director:

DocuSigned by:
Sandra Herrera
3ECCC8279B554F5...
Sandra Herrera

7/7/2022
Date



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
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: _____

IRRIGATION PLAN

SCALE: 1" = 100'

GENERAL IRRIGATION NOTES

