



**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 L. Lewis

Dale Lewis, Chairman

The Minutes were approved by the Committee on 8/8/2022, 2022 as presented X or as amended _____.