





**Radio Road Beautification M.S.T.U.**  
**Advisory Committee**  
**8300 Radio Road**  
**Naples Florida 3410**

**December 12, 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,
  - Transcriptionist Wendy Warren
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES: SEPTEMBER 12, 2022**  
**APPROVAL OF RECORD OF INFORMATIONAL MEETING: NOVEMBER 12, 2022**
- V. LANDSCAPE – INTRODUCTION OF SUPERIOR LANDSCAPE**
- VI. PROJECT MANAGER REPORT- HARRY SELLS**
  - A. Review of Current Budget Report 12/12/2022
  - B. Sightline Issues at Appleby - Removal of plants
  - C. Status of Irrigation System
  - D. Rich King Refurbishment Status Report
- VII. OLD BUSINESS**
  - A. Discussion of Budget Reserve Policy, Maintenance Plan
- VIII. NEW BUSINESS**
- IX. COMMITTEE MEMBER COMMENTS**
- X. PUBLIC COMMENTS**
- XI. ADJOURNMENT**

NEXT MEETING:  
JANUARY 9, 3:00 PM  
495 BELVILLE BLVD.



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

**September 9, 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; Harry Wilson

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

Landscape: Robert Kindelan, Superb Landscape Services (Excused)

Others: Wendy Warren, Premier Staffing, Transcriptionist

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF MINUTES – August 8, 2022**

*Mr. Wilson moved to approve the minutes of the August 8, 2022, meeting as presented. Second by Mr. Cooper. Carried unanimously 3 - 0.*

**V. LANDSCAPE MAINTENANCE REPORT – Harry Sells**

**Mr. Sells** reported:

- Overall median landscaping is in good condition.
- Gold Mound shrubs were planted to fill voids in the first two medians on Devonshire Blvd.

*Ms. Schoenfelder joined the meeting. A quorum of four was present.*

Landscape Maintenance Contract

- The contract is awarded to Superior Landscaping & Lawn Service, Inc., the lowest qualified bidder.
- The contract includes monthly maintenance of the Rich King Memorial Greenway landscaping.
- The three-year contract in the amount of \$72,837.27, with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).
- Effective contract date is December 12, 2022.

Median Landscaping

The Committee discussed removal of Juniper shrubs between the palm trees from the medians on Devonshire Boulevard. Modification to the irrigation system to one (1) zone will be considered.

*Chair Lewis motioned to remove the Juniper bushes from the medians on Devonshire Boulevard. Second by Vice Chair Schoenfelder. Carried unanimously 4 – 0.*

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

### **A. Review Current Budget Report 9/12/2022**

#### Radio Road MSTU Fund Budget 158 dated September 12, 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. *Closed*
  - McGee & Associates – Landscape Architecture; Rick King Refurbishment Plan Review. *Closed.*
  - Naples Electric Motor Works – Mixing Chamber Pump. *Closed.*
  - 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 \$17,344.64, Expenditures of \$82,475.11, and a Budget Remainder (unspent operating funds) of \$26,575.25.
- Capital Outlay, Line 34, budgeted at \$100,000.00, has a current Commitment of 54,772.66 to fund the *Rich King Memorial Greenway Entrance Project*, Expenditures for invoices paid to Hannula Landscaping in the amount of \$12,818.95 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 \$72,117.30, Expenditures of \$135,995.43, and a Budget Remainder (total unspent funds) of \$314,782.27. The Budget amount of \$522,895.00 does not change during the fiscal year.

*Unexpended FY-22 funds will be carried-over to the FY-23 budget and recorded as a line item under Transfers & Contributions.*

#### Reserve for Capital

- Funds from Reserves, Line 39, can be accessed for current year expenditures or to finance special projects consistent with the M.S.T.U. Ordinance, upon a recommendation by the Advisory Committee and approval by Board of County Commissioners (BCC).
- The *Capital Maintenance Plan*, which identifies community assets and defines financial requirements to maintain these assets, as well as reserves for catastrophic events, are reflected in the Budget as *Capital for Reserve*.

*Establishing a Reserve Policy will be added to the November meeting Agenda as a topic for discussion.*

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

##### Devonshire Blvd.

- Overall, the system is functioning properly.
- The three (3) solar panels are working well.
- Four (4) failed valves were replaced.

##### Proposed Radio Road at Devonshire Blvd. and Countryside Dr. Intersection Improvements.

- The Road Maintenance Division and Traffic Operations plan to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet.
- The main water line for Devonshire Blvd. runs under the roadway and must be relocated.
- The Road Maintenance Division will prepare the contract, perform the work, and install a new irrigation line parallel to the County's line.
- Funds for the irrigation line relocation will be expensed from the M.S.T.U. Capital Outlay budget after installation.

*The Committee will be apprised of the timeline and cost for the irrigation line construction by Staff at a future meeting.*

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

The Board of County Commissioners awarded Contract No. 21-7941 in the amount of \$67,591.61, to Hannula Landscaping and Irrigation, Inc. for landscaping the south entry of the Rich King Memorial Greenway on Radio Road.

- Plant material was installed.
- Irrigation is functioning as intended.
- Gravel will be installed as indicated on the design drawings.
- Permission will be requested to close the roadway during sod installation.
- Paver installation for two (2) paver pads for benches and the area between the sidewalk and the street is estimated for November – December 2022.
- A graphic of a custom-built bench style with an option to place a commemorative plaque, was presented for Committee consideration. The bench proposed is currently in use on Vanderbilt Drive, has proven to be durable and easy to maintain.

*The Committee will review bench styles at the November meeting. Lead time for bench production and delivery is one (1) to two (2) months.*

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

*Chair Lewis motioned to cancel the October 10, 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 Mr. Cooper. Carried unanimously 4 - 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 3:32 P.M.*

**NEXT M.S.T.U. MEETING  
NOVEMBER 14, 2022 - 3:00 PM  
495 Belville Boulevard  
Naples, Florida 34104**

**RADIO ROAD MSTU ADVISORY COMMITTEE**

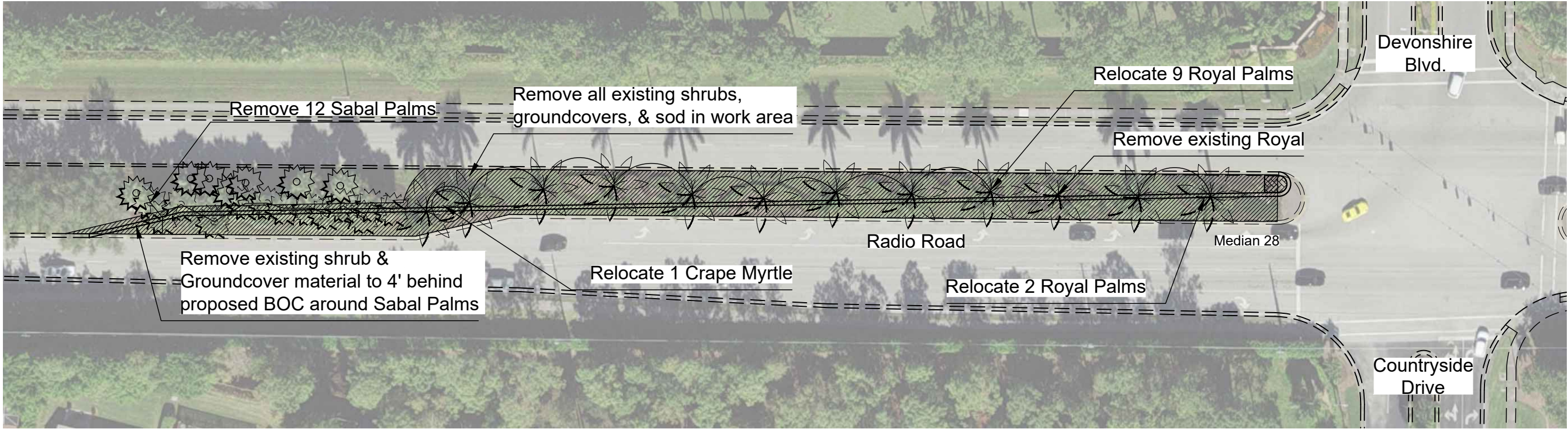
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**Dale Lewis, Chairman**

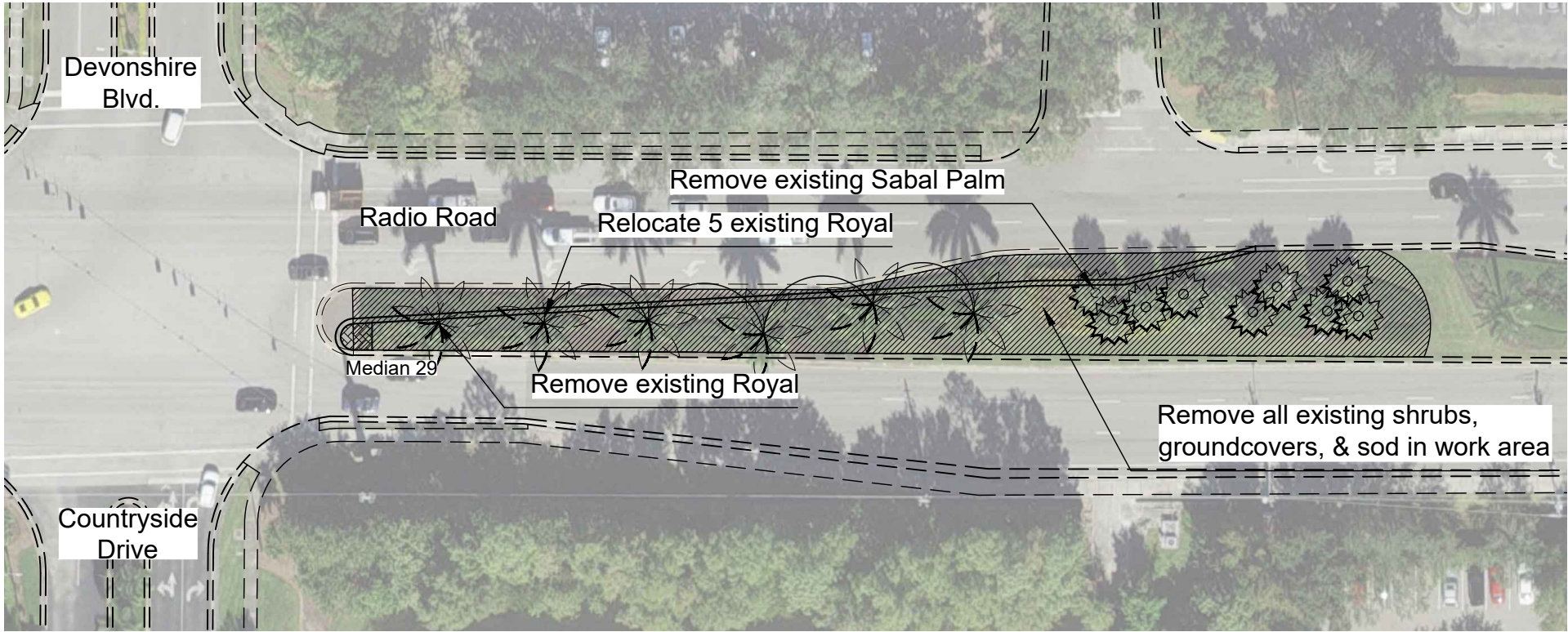
The Minutes were approved by the Committee on \_\_\_\_\_, 2022 as presented \_\_\_\_\_ or as amended \_\_\_\_\_.



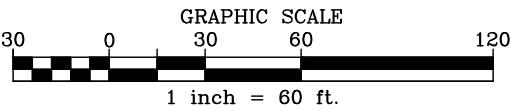
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Existing Landscape - Median 28



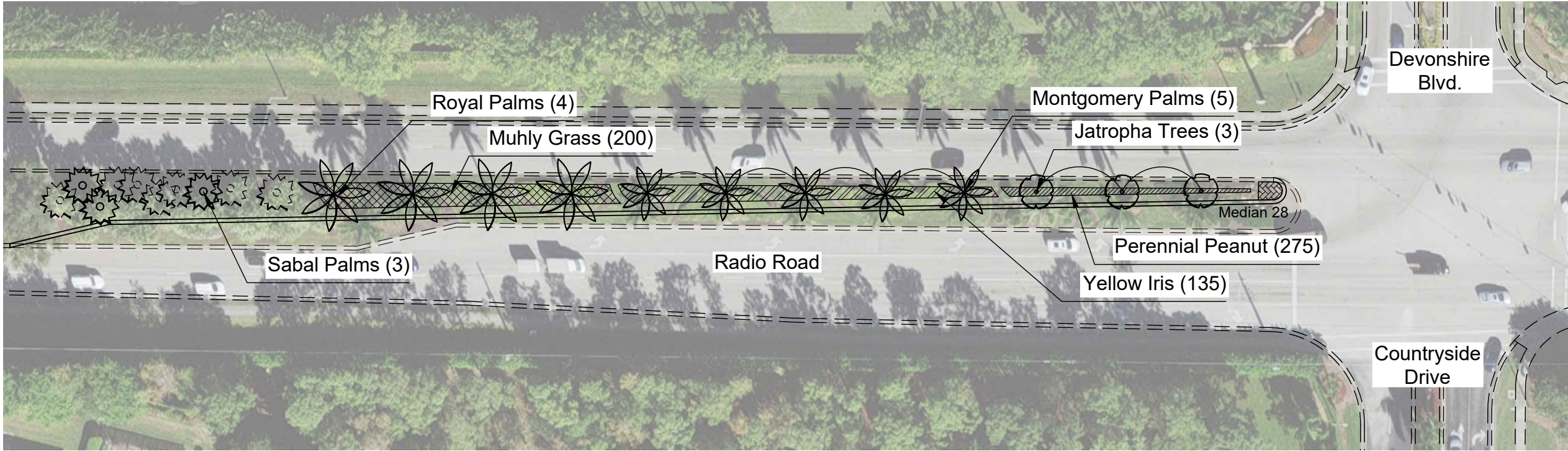
Existing Landscape - Median 29



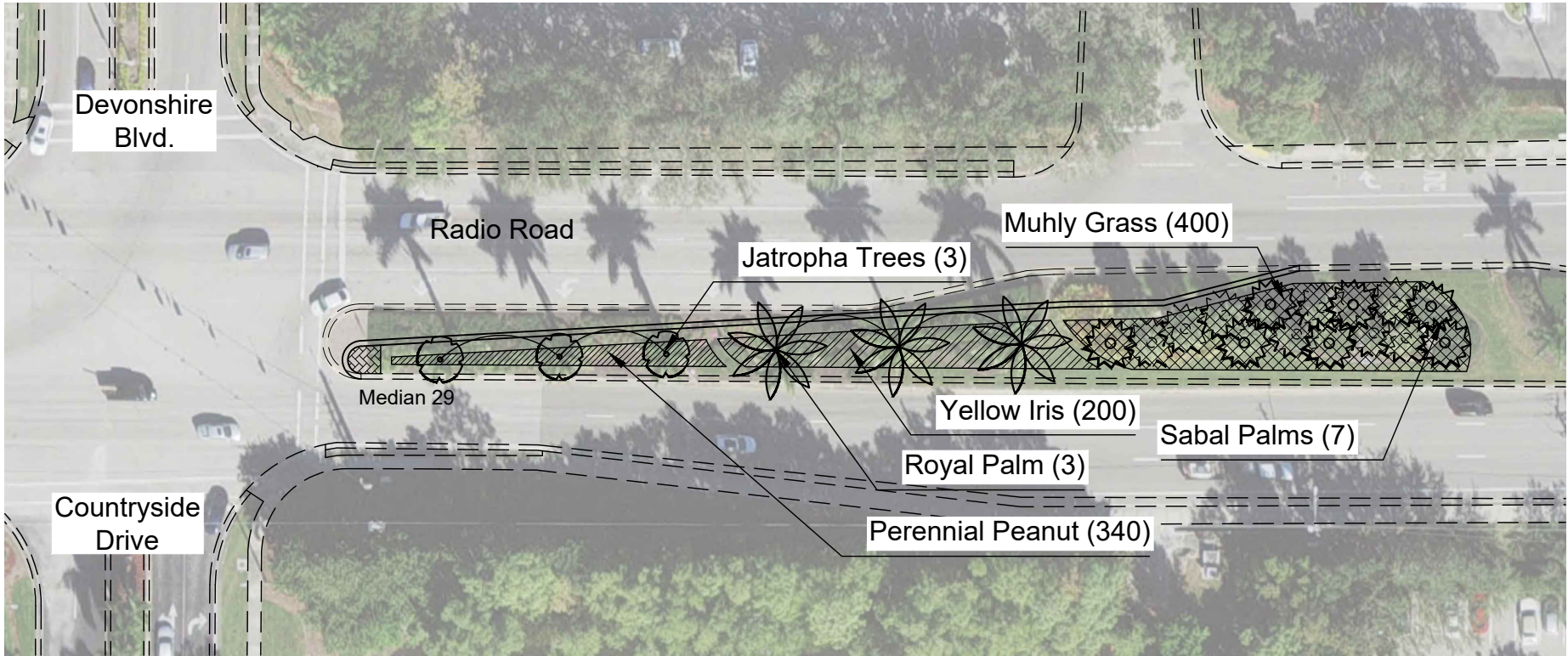
No.	DATE	REVISIONS	BY:	PROJECT	TITLE	DRAWN BY: KAC	DATE:	SHEET
1				Radio Road @ Devonshire Boulevard Turn Lane Expansion	Existing Landscape	DESIGNED BY: KAC	DATE:	2
2						CHECKED BY: P.J.L	DATE:	
3						HORIZONTAL SCALE: N.T.S.	DATE:	
4						VERTICAL SCALE: N.T.S.	DATE:	
5						DATE: September 2023	DATE:	
				BOARD OF COUNTY COMMISSIONERS COLLIER COUNTY, FLORIDA ROAD MAINTENANCE DIVISION 2885 SOUTH HORSESHOE DRIVE NAPLES, FLORIDA 34104 (239) 252-9824		Katherine Chachere FL RLA #6667146 DATE: _____		



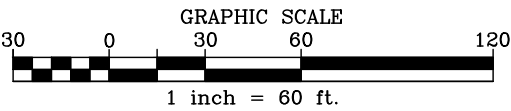
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Proposed Landscape - Median 28



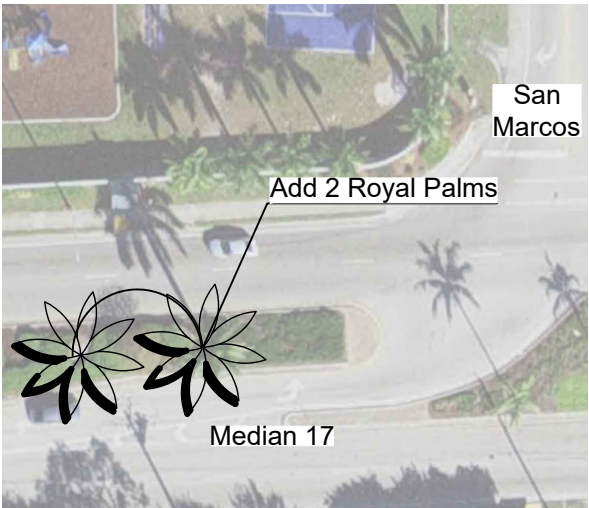
Proposed Landscape - Median 29



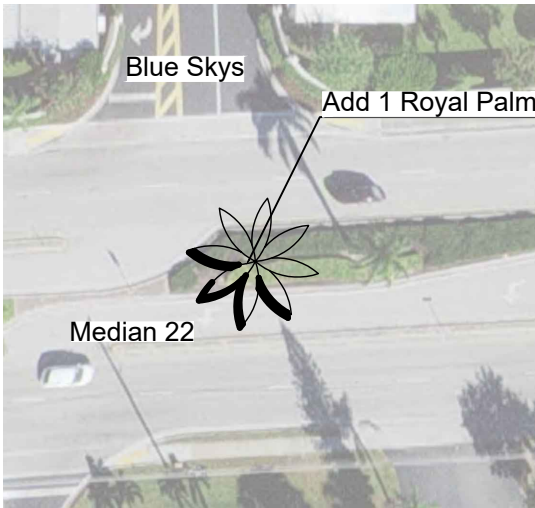
No.	DATE	REVISIONS	BY:	PROJECT	TITLE	DRAWN BY: KAC	DATE:	SHEET
1				Radio Road @ Devonshire Boulevard	Proposed Landscape	DESIGNED BY: KAC	DATE:	3
2				Turn Lane Expansion		CHECKED BY: P.J.L.	DATE:	
3						HORIZONTAL SCALE: N.T.S.	DATE:	
4						VERTICAL SCALE: N.T.S.		
5						DATE: September 2022		
				BOARD OF COUNTY COMMISSIONERS COLLIER COUNTY, FLORIDA ROAD MAINTENANCE DIVISION 2885 SOUTH HORSESHOE DRIVE NAPLES, FLORIDA 34104 (239) 252-9824			Katherine Chachere FL RLA #6667146 DATE: _____	



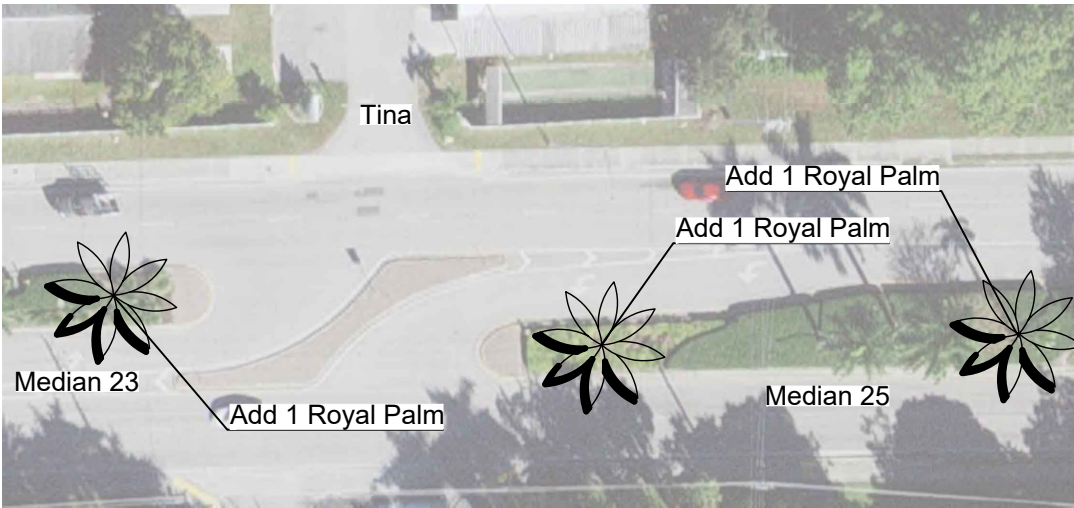
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Radio Road Median 17



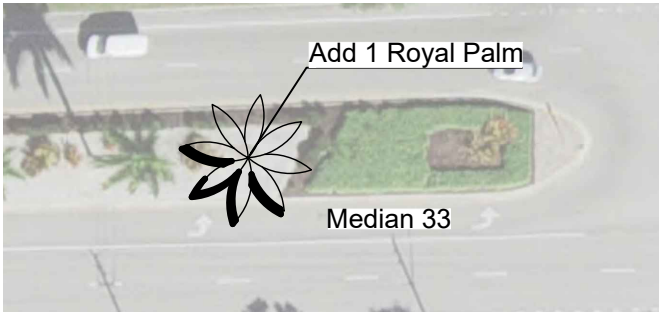
Radio Road Median 22



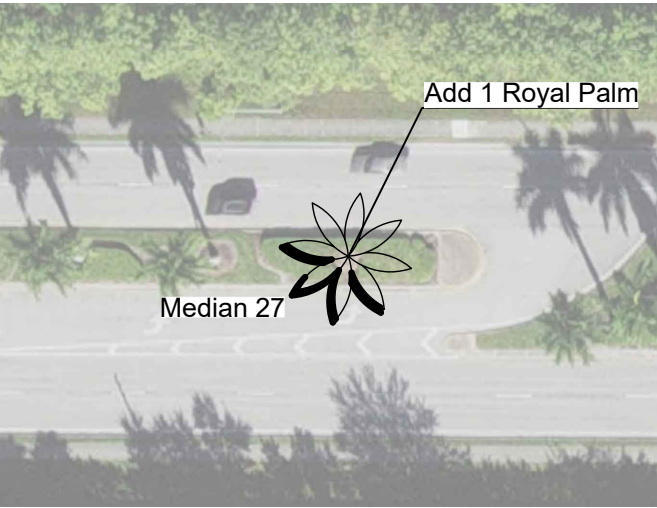
Radio Road Medians 23 & 25



Radio Road Median 27 West Tip



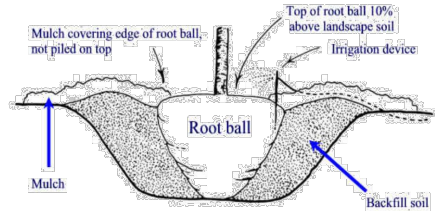
Radio Road Median 33 East Tip



Radio Road Median 27 East Tip



Davis Blvd Median 32



RELOCATION NOTES:

1. Add (2) bubblers per relocated tree
2. Trees to be watered in to remove air pockets (contractor to provide water).
3. Watering schedules & zones to be coordinated with Collier County Road Maintenance 239-252-8924.

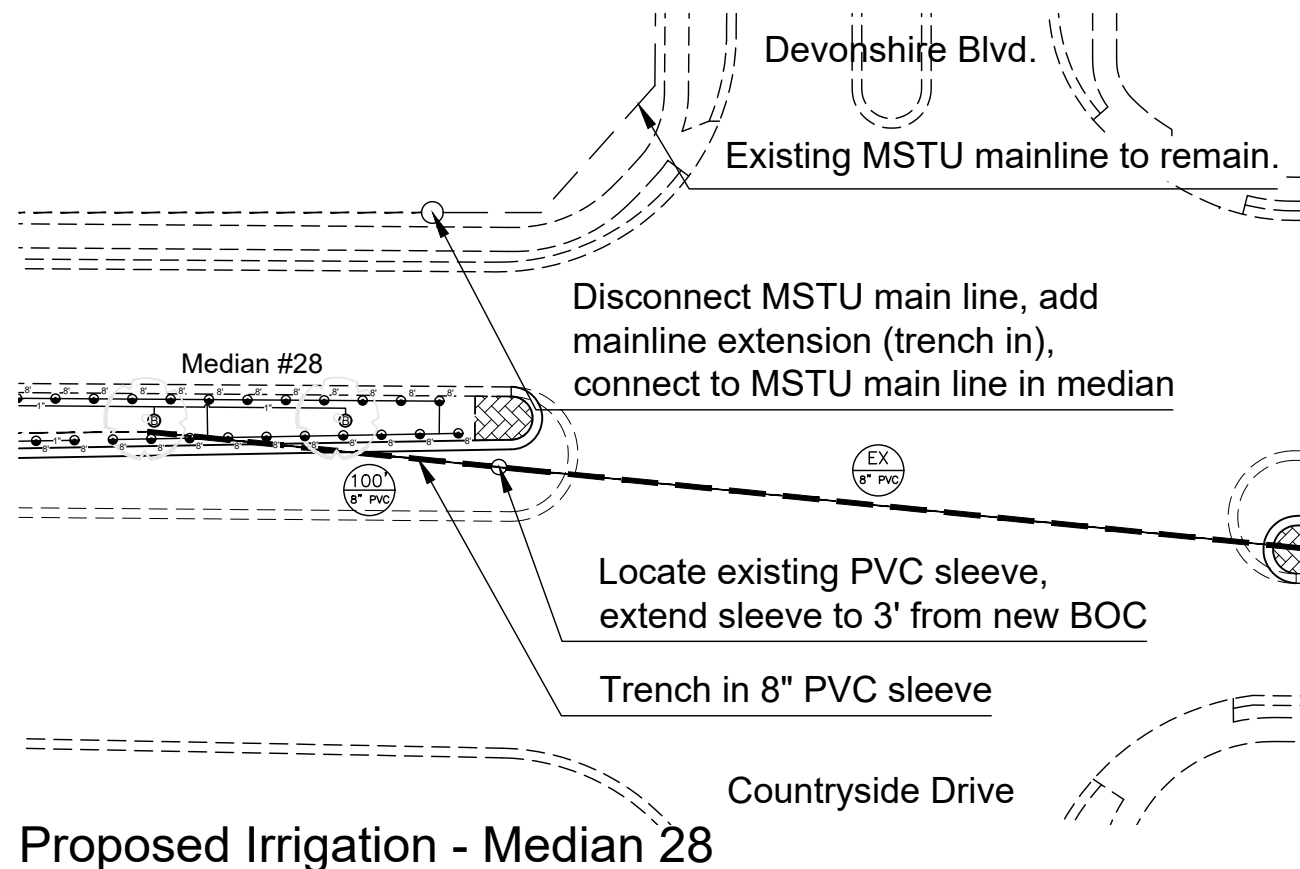
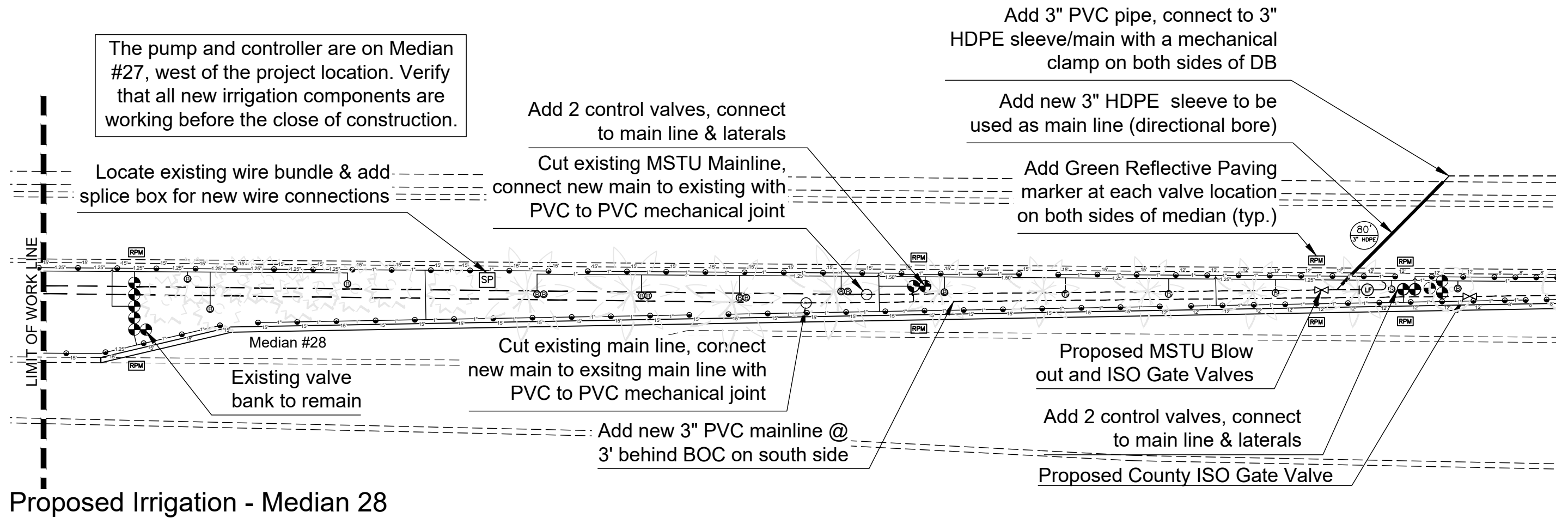
DETERMINING HOW MANY MONTHS IRRIGATION SHOULD BE PROVIDED BASED ON CLIMATE AND TREE SIZE AT PLANTING						
Maximum trunk diameter at planting (in inches)	USDA hardiness zone					
	5	6	7	8	9	10
1	To ensure establishment, tree should be irrigated: 12 months	10 months	7 months	5 months	3 months	3 months
2	24 months	20 months	15 months	10 months	6 months	6 months
3	36 months	30 months	23 months	16 months	9 months	9 months
4	48 months	39 months	30 months	21 months	12 months	12 months

Maximum recommended tree size at planting depends on climate and how long trees can be irrigated after planting. For example, if irrigation can be provided for six months after planting in USDA hardiness zone 9, maximum trunk diameter at planting is two inches. With six months' irrigation, maximum trunk diameter for planting in zone 5 would be about one-half inch. Irrigation should be provided during dry weather in the growing season for 24 months after planting a two-inch tree in USDA hardiness zone 5.



Goodlette-Frank, Median 40

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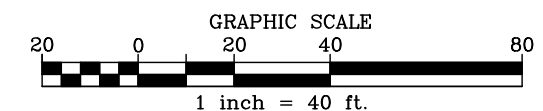


Verify irrigation specifications with Larry Humphries at Collier County Road Maintenance prior to ordering materials 239-252-8924.

Contact Harry Sells at Collier County PTNE for work involving the MSTU irrigation lines at 239-252-5840.

Existing valve connections, zones, and lateral runs must be verified by the contractor. Proposed connections should imitate existing connections (i.e. existing bubbler valve connected to proposed bubblers).

All irrigation must be field tested for head to head coverage to provide adequate water to existing and proposed planting. Coordinate with Road Maintenance to for scheduling and to confirm correct programming of system.



No.	DATE	REVISIONS	BY:
1			
2			
3			
4			

BOARD OF COUNTY COMMISSIONERS  
COLLIER COUNTY, FLORIDA  
ROAD MAINTENANCE DIVISION  
2885 SOUTH HORSESHOE DRIVE  
NAPLES, FLORIDA 34104 (239) 252-9824

PROJECT  
Radio Road @ Devonshire  
Boulevard  
Turn Lane Expansion

TITLE  
Proposed Irrigation

DRAWN BY: KAC	DATE:
DESIGNED BY: KAC	DATE:
CHECKED BY: P.J.L	DATE:
HORIZONTAL SCALE: N.T.S.	
VERTICAL SCALE: N.T.S.	
DATE:	
September 2022	

Katherine Chachere  
FL RLA #6667146  
DATE: \_\_\_\_\_

SHEET  
9



**HONORING CHARLES ARTHUR  
VANDERBILT BEACH MSTU  
COMMITTEE MEMBER/CHAIRMAN  
SPEARHEADED UTILITY BURIAL**





## Radio Road MSTU Maintenance Plan

**FY23**

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	5	5	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	2022	As Needed	\$68,000	\$3,000

<b>Total</b>	<b>\$106,900</b>
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The maintenance of Rich King will increase the annual maintenance estimate by \$3,000 so the total annual maintenance will be now \$106,900.