

Rock Road MSTU

8300 Radio Road,
Naples, FL 34104



**Rock Road MSTU Public Meeting
IFAS
14700 Immokalee Road
Naples, FL 34120**

**MINUTES
May 8, 2024**

I. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Ms. Sizensky called the meeting to order at 3:02 P.M. Roll call was taken, and a quorum of four was present.

II. ATTENDANCE

Advisory Committee

Jana Boger
Gregory Davenport
Brian Galligan
Jean Hofstetter
Alberto Sanchez

Staff

Brian Wells, Director, PTNE
Judith Sizensky, Project Manager
Rosio Garcia, Operations Analyst
Keyla Castro, Operations Support Specialist (ZOOM)

Contractors

Wendy Warren , Premier Staffing

III. APPROVAL OF THE AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF THE MINUTES – N/A – KICKOFF MEETING

This is the first meeting of the Rock Road MSTU Advisory Committee. Meeting minutes will commence effective May 8, 2024.

V. PROJECT MANAGER REPORT – Judy Sizensky

A. Introductions

County staff and committee members introduced themselves.

Jean Hofstetter provided information pertaining to Rock Road’s history including Right of Way (ROW), easement, legal description and survey documentation.

Ms. Sizensky presented a recap of Ordinance 2024-03 noting:

- Collier County Ordinance No. 2024-03 was filed with the Florida Department of State on January 24, 2024.
- The Ordinance amended Collier County Ordinance 2006-56, *The Rock Road Improvement Municipal Service Taxing Unit*, to provide for a section creating the *Rock Road Improvement Municipal Taxing Unit Advisory Committee (MSTU)*.
- The “Committee” will consist of three members residing within the boundaries of the Taxing District and two members owners of residential or commercial property within the MSTU.
- Appointment of members to the Committee shall be by resolution of the Board of County Commissioners (BCC).

Committee discussion

- The terms of the Ordinance were reviewed.
- The nomination of Officers will be held at the next regular meeting to enable consideration to be given to all committee members.

B. Discussion of Maintenance

Ms. Sizensky reported:

- The goal of the MSTU is to maintain and improve the roads in the MSTU.
- The maintenance of Rock Road was transferred to the County in 2022 and is not an MSTU expense.
- Some side roads are maintained by the MSTU.
- The size of the MSTU is not large enough to qualify for an annual County maintenance contract.
- No responses were received to the Request for Quote for grading the private roads.
- The Road Maintenance Division performed the necessary maintenance on the auxiliary roads at MSTU’s expense.

Ms. Sizensky will:

- Prepare a Scope of Work (SOW) to distribute to the Road Maintenance Division for a cost quote to perform maintenance on the private roads within the MSTU.
- An aggregate, lime rock material, #57 or #58, will be specified for use.
- The wet material should be spread and rolled creating a crown from the center in the road to the outer edge.
- Road maintenance will be scheduled annually in May with touch ups as needed in November.

Ms. Sizensky will schedule an on-site meeting with MSTU members to review the specifications for roadway maintenance.

C. Budget Report

Ms. Sizensky reported:

Rock Road MSTU Fund Budget 1632 dated May 8, 2024.

- Budget Summary
 - a. Revenue – Ad Valorem Taxes Assessed are \$24,300.00.
 - b. Revenue Total – Millage Collected and Interest budgeted total \$24,596.60.
 - c. Contributions and Transfers – Unexpended funds from prior years carry-forward total \$104,200.00; 5% negative revenues (uncollected property taxes) are estimated at \$1,300.00.
 - d. Revenue subtotal, Lines 1 – 8, is budgeted at \$127,200.00.

- e. Operating Expense – Of the \$71,100.00 budgeted, \$8,526.88 is committed to existing Purchase Orders and \$2834.62 is expended, leaving the remainder of \$59,738.50 available within budget for additional operating expenses as needed.
- f. County Overhead – Of the \$8,900.00 budgeted, \$7,401.57 has been transferred and a balance of \$1,493.43 remains for transfer. (PTNE Staff & support, Property Appraiser & Tax Collector).
- g. Reserves for Capital - A balance of \$47,200.00 remains for improvement projects.
- h. All Expenses – Of the \$127,200,00 budgeted, tabulated Commitments to existing Purchase Orders total \$8,526.88 and \$10,236.19 has been expended, leaving the remainder of \$108,436.93 available for MSTU expenditure.

Ms. Sizensky reported:

- Year to date the cost for materials (including delivery) for Rock Road maintenance totaled \$8,737.50.
- Legal advertising in the amount of \$600.00 was expended to notify the public of the proposed new ordinance.
- Funds collected by the Rock Road MSTU cannot be utilized outside of the MSTU.
- The Fiscal Year 2025 budget is effective October 1, 2024.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

Meeting Schedule

The Committee agreed the monthly meetings will be held on Wednesdays at 3 p.m.

VIII. PUBLIC COMMENTS

None

IX. MEMBER COMMENTS

Traffic Concerns

- Individuals intending to head west on Immokalee Road are required to turn right off Rock Road and make a U Turn at the Charter School intersection.
- The intersection traffic light remains active on weekends. Members noted based on their understanding of Traffic Operations guidelines, the light should be deactivated during certain time periods.
- For vehicular and pedestrian safety, the number of speed limit signs should be increased on Rock Road

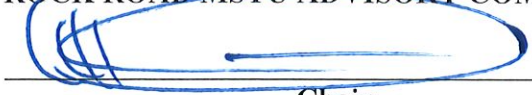
Landscape Maintenance

- The Road Maintenance Division is responsible for trimming trees on the County owned paved portion of Rock Road.
- Vegetation in the Right of Way (ROW) is not maintained by the County or the MSTU.
- A Revision to the Ordinance is required for the MSTU to expand the scope of their asset maintenance and improvements.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by Ms. Sizensky at 4:11 P.M.

ROCK ROAD MSTU ADVISORY COMMITTEE



Chair

The Minutes were approved by the Committee on June 5, 2024 as presented X, or as amended ____.

NEXT MEETING:

**JUNE 5, 2024 - 3:00 P.M.
UF/IFAS COLLIER EXTENSION
14700 IMMOKALEE ROAD
NAPLES, FL 34120**