



Radio Road Beautification M.S.T.U.
Advisory Committee
3299 East Tamiami Trail Suite 103 Naples Florida 34112
June 11, 2018

I. Call to Order and Pledge of Allegiance

Chairman Lewis called the meeting to order at 3:00 PM.

A quorum of five was present. The Pledge of Allegiance was recited.

II. Attendance

Advisory Committee: Dale Lewis; Chairman; Maria Schoenfelder, Vice-Chair; Helen Carella; Harry Wilson; Dan Dopko

County Staff: Harry Sells, Project Manager; Michelle Arnold, PTNE Director

Others: Gary Gorden, Commercial Land Maintenance; Wendy Warren, JuriSolutions

III. Approval of Agenda

Mr. Wilson moved to approve the Agenda of the Radio Road Beautification M.S.T.U. as presented. Second by Ms. Schoenfelder. Carried unanimously 5 - 0.

IV. Approval of Minutes – May 14, 2018

Mr. Dopko moved to approve the minutes of the May 14, 2018 meeting as presented. Second by Mr. Wilson. Carried unanimously 5 - 0.

V. Landscape Maintenance Report – Gary Gorden, Commercial Land Maintenance

A. To Do List

Mr. Gorden updated the Committee on landscape maintenance and addressed items on the To Do List distributed by Mr. Sells as follows:

- CLM will advise Staff of date for sod material installation on the commercial side of Devonshire Boulevard.
- Asian Jasmine and Perennial Peanut will be hand weeded.
- Asian Jasmine will be edged on both sides of the sidewalk as specified in the landscape contract.
- Use of Blue dye that indicates chemical spray application on landscape and turf areas will be discontinued.
- Clusia hedge pruning will be complete week ending June 16, 2018.
- The well pressure switch will be calibrated and installation completed.
- CLM will confirm replacement of the broken irrigation box next to the bank.

B. Landscape Architect' Report – Harry Sells

Mr. Sells notified Mr. Windham, Windham Studios Inc., of the Committee's decision to generate a more comprehensive Maintenance Reports on a quarterly basis. The next report landscape report will be submitted for the September 2018 meeting.

The Committee reviewed Windham Studio's monthly Maintenance Report recommendations for Radio Road and Devonshire Boulevard dated June 5, 2018 noting Irma tree and plant replacements will be phased in as directed by the Committee.

Devonshire

- Cabbage Palms need to be trimmed.
- Remove seed pods from Montgomery Palms.
- Re sod several small areas on the north/west ROW near the lakeside park.
- Medians #3 (south tip): Fill in Duranta Gold Mound. Replace Ixora Nora Grant with Panama Rose. Fill in 10 foot bare patch with mature shrubs or plants.
- Medians #4 (south tip): Fill in Duranta Gold Mound. Plant Panama Rose down center of tip by Montgomery Palms.
- Medians #3, 4 and 6: Phase out and replace Juniper with Ilex Shillings.
- Median #6: Remove and replace Duranta.
- North Row: Fill in several bare patches in the Asian Jasmine.
- Radio Road is an arterial roadway maintained by the County – comments should be submitted to the Road Maintenance division.

Mr. Sells will contact Pam Lulich, Manager Landscape Operations, to share the Committee's request to prune dead palm fronds on trees on Radio Road. They further noted their pleasure with the maturing of the Iris plantings.

VI. Project Manager Report – Harry Sells

A. Budget Reports June 11, 2018

Mr. Sells distributed the “Radio Road MSTU Funds 158 Budget for May 14, 2018 for information purposes highlighting as follows:

- \$117,984.95 of the FY18 property tax revenue budget of \$124,400.00 has been collected.
- 2018 Operating Expense budget is \$160,300 of which YTD commitments total \$75,562.55; expenditures total \$78,584.09.
- Uncommitted Operating Expense funds available are \$6,153.36.
- Balances on multiple Florida Land Maintenance Purchase Orders for landscape maintenance will be cancelled and credited to Operating Expense, Line 43.
- Panther Printing community survey mail out cost for 6,200 pieces, reflected on Lines 36 & 37, was \$3,949.88. The Purchase Order balance will be cancelled.
- Postage and freight costs for the survey mailing, line 26, totaled \$2,461.33.
- The deficit of \$1840.81 for sprinkler maintenance, line 35, is for part costs to reconfigure the priming control and mixing chamber bypass for the well water in the HydroPoint irrigation system.
- Unused funds can be transferred between purchase orders to accommodate shortages if necessary.
- Estimated Cash balance including unspent Commitments totals \$782,416.70.
- General Funds for improvements are available to fund special projects or operating expense shortages if a budget amendment is approved by the Board of County Commissioners.

B. Marlene Sherman BCC Petition

Ms. Sherman's request to “Sunset” the Radio Road Beautification MSTU (Ordinance 96-94) and related ordinances is on the Board of County Commissioners (BCC) Agenda June 12, 2018.

Mr. Dopko reported information disseminated by Ms. Sherman at the Homeowner Association meeting to support “sun setting” the M.S.T.U. was factually inaccurate, citing projects listed on the Community Survey to determine members interest were falsely represented as projects the M.S.T.U. Advisory Committee was undertaking. Specifically, the following items were in error:

- Burial of Underground Utilities: This project was presented as a “*White Paper*” by a member of Countryside’s “*External Affairs Committee*” to the M.S.T.U. Advisory Committee for consideration. It was stated by Ms. Sherman the project will increase property owner’s tax dollars an average of \$150.
- Bus Stop Refurbishment: CAT (Collier Area Transit) has applied for a \$350,000 Federal grant; it was stated an additional \$150K will be borne by the M.S.T.U.
- Rich King Memorial Greenway: A proposal was under consideration to modify the M.S.T.U. boundary to the Greenway from Davis Boulevard to Rattlesnake Hammock Road.

Staff will address inaccuracies and ensure factual information is communicated to district members.

The “*MSTU Community Outreach Plan*” defining a list of initiatives and scheduled implementation was submitted to the Board of County Commissioners.

C. Community Out Reach

Mr. Sells provided a copy of the “*MSTU Community Outreach Plan*” dated March 23, 2018 outlining the public outreach efforts to provide information and solicit input from tax paying residents. Efforts highlighted in the plan included:

- Monthly Meetings – *ongoing and open to the public.*
- Community Surveys – *initial survey completed yielded a 17% response. A second survey will be issued during peak season to encourage more respondents to reply.*
- Public Meetings – *enhanced communication via information articles, HOA meeting presentations by Staff and Committee members.*
- Comprehensive Mailings – Fliers, Newsletters and Surveys.
- Newspaper Guest Commentary- *publication of articles directed by Staff to disseminate information to the public.*

Survey Update

Of the estimated 6200 surveys mailed to registered property owners to obtain feedback on the MSTU, 1114 property owners responded. 276 voiced favorability and 838 expressed no interest in pursuing future projects. A second survey scheduled for distribution in peak season will potentially render a higher return rate and reflect a more accurate consensus of property owner’s opinions.

Staff expressed the collection of residents contact information from the survey results is positive in driving their effort to provide open communication and information to property owners.

D. Status of Irrigation System and Controllers

Mixing Chamber Plumbing

HydroPoint Changed to Optiflow

- The work on the irrigation system to consolidate operation to a single controller is complete resulting in conservation of water.
- The pump is producing 60 Gal per minute versus 115 Gal per minute as planned so removal and rebuilding or replacement of the unit will be considered.

- Miscellaneous software issues will be cured.

G. Rich King Entryway

The Project designation will be noted as the “*Rich Greenway Entryway*” (vs. Pathway) on future Agenda’s and project communication.

- Windham Studios has prepared the landscape plans for entrance to the Rich King Greenway beautification project with drought tolerant plantings featured.
- The Board of County Commissioners approved refurbishment of the Greenway entrance on June 11, 2013.
- Minor irrigation modifications will be incorporated into the design; an extra controller is available for installation at no cost.
- FPL approved the original design.
- The modified design and confirmation of easement permission will be presented to FPL for approval and an agreement to proceed secured.

VIII. Old Business

A. By Laws

Mr. Sells distributed the Radio Road Beautification Municipal Service Taxing Unit (MSTU) By Laws for Committee review noting they are consistent with pre-existing By Laws.

Mr. Lewis motioned to approve signature execution of the Radio Road Beautification Municipal Service Taxing Unit (M.S.T.U.) Advisory Committee By Laws. Second by Ms. Carella. Carried unanimously 5 - 0.

The Radio Road Beautification Municipal Service Taxing Unit (MSTU) By Laws were signed by the Advisory Committee members.

IX. New Business

None

X. Public Comments/Committee Member Comments

The M.S.T.U.’s duties and responsibilities’ reflect the common interest of the community. It is a County run authority taxing all property owners within the defined boundaries. Monies must be expended for the equal benefit of all those within the M.S.T.U.

During discussion among public attendees and members the following items were addressed:

- Communication with residents to familiarize them with the MSTU’s function is essential.
- The MSTU millage rate, reduced from 0.3000 to 0.1000 FY17 (\$10.00 per \$100,000 of assessed property value) has a cap of 0.5000 mills.
- Information disseminated to residents and Homeowner Associations must be accurate.
- The M.S.T.U.’s function is to manage beautification projects and enhancements and seek public input if deemed necessary by the Committee.
- With majority consensus a cost analysis is done by Staff and submitted to the Committee.
- Significant projects recommended by the Committee require Board of County Commissioners approval.
- The MSTU is responsible for maintaining Devonshire Boulevard.

XI. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:25 P.M.

NEXT M.S.T.U. MEETING: SEPTEMBER 10, 2018

Berkshire Lakes Master Association Clubhouse
495 Belville Boulevard, Naples, FL 34105

RADIO ROAD MSTU ADVISORY COMMITTEE

Dale Lewis, Chairman

The Minutes were approved by the Committee on _____, 2018 as presented _____, or as amended _____.