

**Rock Road MSTU
Advisory Committee
8300 Radio Road
Naples, FL 34104**



NOVEMBER 13, 2024 3:00 PM – 4:00 PM

**Committee Members and Project Manager will meet at
UF/IFAS Collier Extension, 14700 Immokalee Road, Naples, FL 34120
All others are encouraged to attend via Zoom video conference**

AGENDA

I. Attendance

Advisory Committee

Alberto Sanchez Jimenez – Chair (3/26/27)

Gregory Davenport – Vice Chair (3/26/26)

Jana Boger (3/26/27)

Brian Galligan (3/26/26)

Jean Hofstetter (3/26/27)

Staff

Judy Sizensky – PTNE Project Manager

Rosio Garcia – Operations Coordinator

Transcriptionist

Wendy Warren

II. Approval of Agenda

III. Approval of Minutes – October 16, 2024

IV. Project Manager Report – Judy Sizensky

A. Discussion of maintenance

B. Budget Report

V. Old Business

VI. New Business

VII. Public Comments

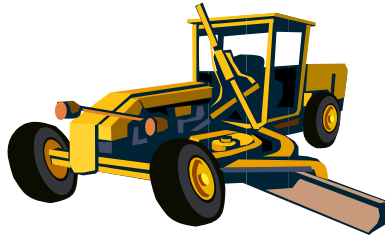
VIII. Member Comments

IX. Adjourn

**Next Meeting Date:
TBD**

Rock Road MSTU

8300 Radio Road,
Naples, FL 34104



Rock Road MSTU Public Meeting IFAS

14700 Immokalee Road
Naples, FL 34120

MINUTES October 16, 2024

I. CALL TO ORDER

Chair Sanchez called the meeting to order at 10:07 P.M. Roll call was taken, and a quorum of three was present.

II. ATTENDANCE

Advisory Committee

Chair – Alberto Sanchez
Vice Chair – Gregory Davenport
Jana Boger
Brian Galligan - ZOOM
Jean Hofstetter (Excused)

Staff

Brian Wells, Director, PTNE (Excused)
Judith Sizensky, Project Manager
Rosio Garcia, Operations Analyst

Contractors

Wendy Warren, Premier Staffing

Public

Filipe Arcila - Resident
Barbara Lightcap – Resident
Debra Lightcap – Resident
Earl Lightcap – Resident

Ms. Boger motioned to allow Mr. Galligan to participate in the meeting as a virtual participant due to extraordinary circumstances. Second by Vice Chair Davenport. Carried unanimously 3 – 0. A quorum of four was present.

III. APPROVAL OF THE AGENDA

Ms. Boger moved to approve the Agenda of the Rock Road MSTU Advisory Committee. Second by Vice Chair Davenport. Carried unanimously 4 - 0.

IV. APPROVAL OF THE MINUTES

Ms. Boger moved to approve the minutes of the June 5, 2024, Rock Road MSTU Advisory Committee meeting. Second by Mr. Sanchez. Carried unanimously 4 - 0.

V. PROJECT MANAGER REPORT – Judy Sizensky

A. Maintenance Bids: Quality Enterprise and Coastal Concrete

Ms. Sizensky reported:

- The Road Maintenance Division is not available to maintain the MSTU roadways.
- A Request for Quote for *Rock Road MSTU Gravel Road Repairs* to scarify the road surface, put down lime rock and roll the roads was distributed utilizing the County roadway contract for qualified contractors.
- Private bid solicitation goes through the Procurement Division and has a lead time of approximately eight months.
- Two proposals for the initial repair of Rock Road (Mingo to end), Shady Lane, Keri Island Road, Mingo Drive, Catawba Street, Deer Run Lane and Cypress Drive were received on September 10, 2024.
 - Quality Enterprise (\$221,083).
 - Coastal Concrete (\$323,209).
- A maintenance contingency plan would be put into place on completion of the original project.

County Contract Proposal

- A bid has been issued for all private dirt road maintenance based on tonnage and material application.
- The contract contains all the bid tabs needed for Rock Road maintenance and allows repairs to be selectively designated.
- The contract proposal, on the Board of County Commissioners November Agenda for approval, can be utilized by the Rock Road MSTU.

B. Budget Report

Ms. Sizensky reported:

Rock Road MSTU Fund Budget 1632 dated October 16, 2024 – FY25.

- Budget Summary
 - a. Revenue – Ad Valorem Taxes Assessed are \$25,100.00.
 - b. Contributions and Transfers – Unexpended funds from prior years carry-forward total \$102,800.00 plus ENC \$3,435.15, 5% negative revenues (uncollected property taxes) are estimated at \$1,300.00 netting a total amended budget of \$130,035.15.
 - c. Operating Expense – Of the \$94,535.15 budgeted, \$2,161.77 is committed to existing Purchase Orders and \$3,037.38 is expended, leaving the remainder of \$89,336.00 available within budget for additional operating expenses as needed.
 - d. County Overhead – Of the \$9,000.00 budgeted, \$0 has been transferred and a balance of \$9,000.00 remains for transfer. (PTNE Staff & support, Property Appraiser & Tax Collector).
 - e. Reserves for Capital - A balance of \$26,500.00 remains for improvement projects.
 - f. All Expenses – Of the \$130,035.15 budgeted, tabulated Commitments to existing Purchase Orders total \$2,161.77 and \$3,037.38 has been expended, leaving the remainder of \$124,836.00 available for MSTU expenditure.

VI. OLD BUSINESS

Ms. Sizensky reported #57 stones were applied to potholes in accordance with the County contract.

VII. NEW BUSINESS

Ms. Sizensky reported:

- The approved County contract for dirt road maintenance will be reviewed at the November meeting.
- She will research easements on record for Rock Road and Mingo Drive.
- A proposal will be obtained to pave Rock Road from Mingo Drive to Keri Island Road.
- Delivery of #57 stone to Down To Earth, Keri Island Road, will be scheduled.

VIII. PUBLIC COMMENTS

Ms. Sizensky responded:

- The Advisory Committee was formed to consider road maintenance, improvements and expenditures within the MSTU boundaries.
- Meetings will be held at 3:00 P.M. Virtual participation is available.
- MSTU information can be accessed on the County website:
<https://www.collierptne.com/mtsu/rock-road-improvement-mstu/>
- Monthly notification will be posted on the community mailbox for residents.

IX. MEMBER COMMENTS

Ms. Sizensky responded:

- The MSTU boundary lines can be redrawn with a revision to the Ordinance.
- Additional loads of #57 stone will be delivered to Keri Island Road when the new contract is in place.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by Chair at 11:11 A.M.

ROCK ROAD MSTU ADVISORY COMMITTEE

Alberto Sanchez, Chair

The Minutes were approved by the Committee on _____, 2024 as presented _____, or as amended _____.

NEXT MEETING:

**NOVEMBER 13, 2024 - 3:00 P.M.
UF/IFAS COLLIER EXTENSION
14700 IMMOKALEE ROAD
NAPLES, FL 34120**

ROCK ROAD MSTU FUND 1632 November 13, 2024 FY25

Item #	Commitment item#	GL/Commitment item name	Vendor	PO#	Adopted Budget	Amended Budget	Commitments	Actuals(Expenditures)	Available (Total)
1	311100	CURRENT AD VALOREM TAXES			\$ (25,100.00)	\$ (25,100.00)	\$ -	\$ -	\$ (25,100.00)
2	361170	OVERNIGHT INTEREST					\$ -	\$ -	\$ -
3	361180	INVESTMENT INTEREST					\$ -	\$ -	\$ -
4	361320	INTEREST TAX COLLECTOR					\$ -	\$ -	\$ -
**REVENUE - OPERATING Sub-Total					\$ (25,100.00)	\$ (25,100.00)	\$ -	\$ -	\$ (25,100.00)
5	486600	TRANSFER FROM PROPERTY APPRAISER						\$ 7.68	\$ (7.68)
6	486700	TRANSFER FROM TAX COLLECTOR							\$ -
7	489200	CARRY FORWARD GENERAL			\$ (102,800.00)	\$ (102,800.00)			\$ (102,800.00)
8	489201	CARRY FORWARD OF ENC				\$ (3,435.15)			\$ (3,435.15)
9	489900	NEGATIVE 5% ESTIMATED REVENUES			\$ 1,300.00	\$ 1,300.00			\$ 1,300.00
**CONTRIBUTION AND TRANSFERS Sub-Total					\$ (101,500.00)	\$ (104,935.15)	\$ -	\$ 7.68	\$ (104,942.83)
***REVENUE Sub Total					\$ (126,600.00)	\$ (130,035.15)	\$ -	\$ 7.68	\$ (130,042.83)
10	634970	INDIRECT COST REIMBURSEMENT			\$ 900.00	\$ 900.00	\$ 900.00	\$ -	\$ -
11	634999	OTHER CONTRACTUAL SERVICES	GRIPPO PA	4500228394	\$ 89,100.00	\$ 92,535.15	\$ 397.77	\$ 3,037.38	\$ 89,100.00
12	641950	POSTAGE FREIGHT AND UPS			\$ -	\$ -			\$ -
13	645100	INSURANCE GENERAL			\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -
14	649100	LEGAL ADVERTISING			\$ 600.00	\$ 600.00		\$ -	\$ 600.00
15	649990	OTHER MISCELLANEOUS SERVICES	PREMIER S	4500234226			\$ 614.00		\$ (614.00)
16	651110	OFFICE SUPPLIES GENERAL			\$ 100.00	\$ 100.00			\$ 100.00
17	651210	COPYING CHARGES	JM TODD	4500234730	\$ 200.00	\$ 200.00	\$ 123.64	\$ 26.36	\$ 50.00
18	652990	OTHER OPERATING SUPPLIES			\$ 100.00	\$ 100.00			\$ 100.00
**OPERATING EXPENSE					\$ 91,100.00	\$ 94,535.15	\$ 2,135.41	\$ 3,063.74	\$ 89,336.00
19	911011	TRANS TO 1011 UNINCO			\$ 6,600.00	\$ 6,600.00		\$ -	\$ 6,600.00
**TRANSFERS					\$ 6,600.00	\$ 6,600.00	\$ -	\$ -	\$ 6,600.00
20	930600	PA BUDGET TRANS			\$ 600.00	\$ 600.00		\$ 98.58	\$ 501.42
21	930700	BUDGET TRANSFERS TAX COLLECTOR			\$ 1,800.00	\$ 1,800.00		\$ -	\$ 1,800.00
**TRANSFER CONST					\$ 2,400.00	\$ 2,400.00	\$ -	\$ 98.58	\$ 2,301.42
22	993000	RESERVE FOR CAPITAL OUTLAY			\$ 26,500.00	\$ 26,500.00	\$ -	\$ -	\$ 26,500.00
**RESERVES					\$ 26,500.00	\$ 26,500.00	\$ -	\$ -	\$ 26,500.00
Total Budget					\$ 126,600.00	\$ 130,035.15	\$ 2,135.41	\$ 3,162.32	\$ 124,737.42

Total Available Balance	\$ 124,737.42
Plus Committed And Not Spent	\$ 2,135.41
Estimated Cash	\$ 126,872.83

Taxable Value	Fiscal Year	% from prior fiscal year	Milage Rate	Valorem Rec'd
\$37,201,064	FY 22 July 1 Taxable Val	#VALUE!	3.0000	\$ 111,600
\$34,277,450	FY 23 July 1 Taxable Val	-7.86%	1.3413	\$ 46,000
\$85,517,869	FY 24 July 1 Taxable Val	149.49%	3.0000	\$ 256,600

Prepared 11/08/2024 ZS