

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



DECEMBER 11, 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 – November 13, 2024

IV. Project Manager Report – Judy Sizensky

A. Discussion of maintenance-Preferred materials has been awarded contract #24-8259 for Asphalt Maintenance and Related Services” which includes limerock materials and repairs. The revised cost estimate to repair the specific area portions are:

Rock Road-(Mingo to Keri Island) \$39,100

Keri Island-(Rock Road to Catawba) \$44,269

Deer Run Road-(Rock Road to Curve) \$35,353

TOTAL \$118,722

B. Budget Report

V. Old Business

VI. New Business

VII. Public Comments

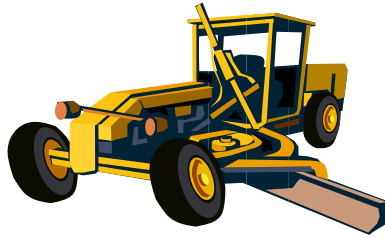
VIII. Member Comments

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

November 13, 2024

I. CALL TO ORDER

Chair Sanchez called the meeting to order at 3:00 P.M. Roll call was taken, and a quorum of three was present.

II. ATTENDANCE

Advisory Committee

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

Staff

Brian Wells, Director, PTNE - ZOOM
Judith Sizensky, Project Manager
Keyla Castro, Operations Support Analyst
Rosio Garcia, Operations Analyst
Zornitsa Stankova – Budget Analyst, PTNE

Contractors

Wendy Warren, Premier Staffing

Public

Linnea Chasse - Resident
Connie Dickson - Resident
Barbara Lightcap – Resident
Earl Lightcap – Resident

III. APPROVAL OF THE AGENDA

Ms. Hofstetter moved to approve the Agenda of the Rock Road MSTU Advisory Committee. Second by Ms. Boger. Carried unanimously 3 - 0.

IV. APPROVAL OF THE MINUTES

Ms. Hofstetter moved to approve the minutes of the October 16, 2024, Rock Road Advisory Committee meeting subject to the following change:

Page 1, Public Attendance, from “... Debra Lightcap) ...,” to ... Connie Dickson ...).”

Second by Ms. Boger. Carried unanimously 3 – 0.

V. PROJECT MANAGER REPORT – Judy Sizensky

A. Discussion of Maintenance

Ms. Sizensky reported:

- On November 12, 2024, the Board of County Commissioners awarded an *Asphalt Maintenance and Related Services Contract* to Preferred Materials, LLC,
- The countywide contract is for asphalt maintenance, materials, and services as needed, including but not limited to, roadway milling, resurfacing, lime rock road conversions, pothole repairs, spot repairs grading, overlays, tack coat placement, and material delivered for County roadways, right-of-way, and properties.
- Preferred Maintenance submitted an “unofficial” proposal in the amount of \$167,344 to scarify the road surface, put down lime rock and roll the following roadways:
 1. Rock Road from Mingo Drive to Shady Lane: \$84,957.00
 2. Keri Island Road west side: \$67,172.00.
 3. Keri Island Road east side: \$15,213.00.
- A solicitation can be distributed via OpenGov, the County’s technology website, for bid proposals from independent contractors. The contract would be awarded to the lowest qualified bidder.
- In the future, a consulting firm could be retained to recommend short and long term action plans.

Ms. Sizensky will:

- Request a proposal from Preferred Materials to scarify and apply lime rock on three sections of road:
 1. Rock Road from Mingo Drive to the south of Keri Island Road.
 2. Keri Island Road from Rock Road to Catawba Street.
 3. Deer Run Lane to Catawba Street before it narrows.
- Schedule a delivery of #57 gravel to Top Cut USA, LLC., to spread and fill potholes on Shady Lane.

B. Budget Report

Ms. Sizensky reported:

Rock Road MSTU FY25 Fund Budget 1632 dated November 13, 2024 – prepared November 8, 2024.

- 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, \$2,135.41 is committed to existing Purchase Orders and \$3063.74 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, \$98.58 has been transferred and a balance of \$8,901.42 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 \$2,135.41 and \$3,162.32 has been expended, leaving the remainder of \$124,737.42 available for MSTU expenditure.

- General
 - a. MSTU Tax Rate: 3.0 Mills to maintain MSTU Roadways within the taxing district.
 - b. Funds collected by the Rock Road MSTU cannot be utilized outside of the MSTU.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. PUBLIC COMMENTS

Landscape Maintenance

Ms. Sizensky reported:

- 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.

IX. MEMBER COMMENTS

Discussions ensued regarding possible future extension of Rock Road, or side roads, extending south to Vanderbilt Beach Road.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by Chair at 3:55 P.M.

<https://www.collierptne.com/mtsu/rock-road-improvement-mstu/>

ROCK ROAD MSTU ADVISORY COMMITTEE

Alberto Sanchez, Chair

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

NEXT MEETING:

DECEMBER 11, 2024 - 3:00 P.M.
UF/IFAS COLLIER EXTENSION
14700 IMMOKALEE ROAD
NAPLES, FL 34120

ROCK ROAD MSTU FUND 1632 December 11, 2024 FY25

Item #	GL/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)	\$ -	\$ (14,564.14)	\$ (10,535.86)
2	361170	OVERNIGHT INTEREST						\$ (178.60)	\$ 178.60
3	361180	INVESTMENT INTEREST						\$ (122.96)	\$ 122.96
4	361320	INTEREST TAX COLLECTOR						\$ -	\$ -
**REVENUE - OPERATING Sub-Total					\$ (25,100.00)	\$ (25,100.00)	\$ -	\$ (14,865.70)	\$ (10,234.30)
5	486600	TRANSFER FROM PROPERTY APPRAISER						\$ (23.77)	\$ 23.77
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)	\$ -	\$ (23.77)	\$ (104,911.38)
***REVENUE Sub Total					\$ (126,600.00)	\$ (130,035.15)	\$ -	\$ (14,889.47)	\$ (115,145.68)
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
13	645100	INSURANCE GENERAL			\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -
14	649100	LEGAL ADVERTISING			\$ 600.00	\$ 600.00	\$ -	\$ -	\$ 600.00
15	649990	OTHER MISCELLANEOUS SERVICE	PREMIER S 4500234226				\$ 465.50	\$ 148.50	\$ (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	\$ 1,986.91	\$ 3,212.24	\$ 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		\$ 436.92	\$ 1,363.08
**TRANSFER CONST					\$ 2,400.00	\$ 2,400.00	\$ -	\$ 535.50	\$ 1,864.50
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	\$ 1,986.91	\$ 3,747.74	\$ 124,300.50

Total Available Balance	\$ 124,300.50
Plus Committed And Not Spent	\$ 1,986.91
Estimated Cash	\$ 126,287.41

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

Prepared 12/09/2024 ZS



December 3, 2024

Attn: Judy Sizensky

<u>Keri Island</u> (Section from Rock Road to Catawba)		<u>21' x 1308'</u>
Limerock Conversion Preparation	Item #43	3052 SY @ \$9.00 = \$27,468.00
Limerock and Delivery	Item #46	530 Tons @ \$31.70 = \$16,801.00
Estimate based on 3" of Limerock material for 3052 SY		\$44,269.00

<u>Rock Road</u> (Section from Mingo to Keri Island)		<u>22' x 1100'</u>
Limerock Conversion Preparation	Item #43	2689 SY @ \$9.00 = \$24,201.00
Limerock and Delivery	Item #46	470 Tons @ \$31.70 = \$14,899.00
Estimate based on 3" of Limerock material for 2689 SY		\$39,100.00

<u>Deer Run Road</u> (Section from Rock Road to Corner)		<u>15' x 1300'</u>
Limerock Conversion Preparation	Item #43	2167 SY @ \$9.00 = \$19,503.00
Limerock and Delivery	Item #46	500 Tons @ \$31.70 = \$15,850.00
Estimate based on 4" of Limerock material for 2167 SY		\$35,353.00