

# Rock Road MSTU

8300 Radio Road,  
Naples, FL 34104



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

## MINUTES June 5, 2024

### I. CALL TO ORDER

Ms. Sizensky called the meeting to order at 3:10 P.M. Roll call was taken, and a quorum of four was present.

### II. ATTENDANCE

#### Advisory Committee

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

#### Staff

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

#### Contractors

Wendy Warren , Premier Staffing

### III. APPROVAL OF THE AGENDA

*Mr. Davenport moved to approve the Agenda of the Rock Road MSTU Advisory Committee. Second by Ms. Hofstetter. Carried unanimously 4 - 0.*

### IV. APPROVAL OF THE MINUTES

*Ms. Boger moved to approve the minutes of the May 8, 2024, Rock Road MSTU Advisory Committee meeting. Second by Mr. Sanchez. Carried unanimously 4 - 0.*

*Mr. Galligan joined the meeting at 3:19 P.M. A quorum of five was present.*

V. Election of Officers

Nomination for Chair

*Ms. Boger nominated Alberto Sanchez for the position of Chair of the Rock Road MSTU Advisory Committee for one year, or until a successor is appointed. Second by Ms. Hofsteter. Nominations were closed, and no others were tendered. Carried unanimously 5 - 0.*

*Mr. Sanchez assumed the Chair.*

Nomination for Vice Chair

*Chair Sanchez nominated Gregory Davenport for the position of Vice Chair of the Rock Road MSTU Advisory Committee for one year, or until a successor is appointed. Second by Ms. Boger. Nominations were closed, and no others were tendered. Carried unanimously 5 - 0.*

*Mr. Davenport assumed Vice Chair.*

**PROJECT MANAGER REPORT – Judy Sizensky**

**A. Discussion of Maintenance**

**Ms. Sizensky reported:**

- The goal of the MSTU is to maintain and improve the roads within the MSTU.
- The maintenance of Rock Road was transferred to the County in 2022 and is not an MSTU expense, while some roads are maintained by the MSTU.
- The Road Maintenance Division performed maintenance on the auxiliary roads at the MSTU's expense.

On site meeting with Road Maintenance

- An on-site meeting to review the specifications for roadway maintenance was held with the Road Maintenance Division supervisor, Ms. Sizensky, Chair Sanchez, and Ms. Boger.
- All roads within the MSTU were inspected with the goal being to eliminate potholes.
- Rock Road south of the paved section and Keri Island Road were prioritized for maintenance.
- An aggregate, lime rock material, #57 or #58, should be used or when feasible, material on the sidelines broken up, crushed, and redistributed.
- The wet material should be spread and rolled creating a crown from the center in the road to the outer edge.
- The Road Maintenance Division supervisor recommended road maintenance be scheduled bi-monthly.

**Ms. Sizensky will:**

- Obtain cost estimates from the Road Maintenance Division for bi-monthly/annual maintenance of the roadways and special projects identified by the Committee.
- Notify the Committee of the cost estimates on receipt from the Road Maintenance Division.
- Email a copy of the MSTU boundary district roadways to Committee members.

*Vice Chair Davenport motioned to approve an expenditure in an amount not to exceed twenty-four thousand dollars annually for bi-monthly maintenance (rolling and wetting) of the roads. Second by Ms. Boger. Carried unanimously 5 – 0.*

*Vice Chair Davenport motioned to approve an expenditure in an amount not to exceed twenty thousand dollars for repairs for Rock Road south of Mingo Drive to Shady Lane to Keri Island Road west of Rock Road to Catawba Street. Second by Mr. Galligan. Carried unanimously 5 – 0.*

**B. Budget Report**

**Ms. Sizensky** reported:

Rock Road MSTU Fund Budget 1632 dated June 5, 2024, prepared June 3, 2024.

- Budget Summary
  - a. Revenue – Ad Valorem Taxes Assessed are \$24,300.00.
  - b. Revenue Operating Sub-Total – Millage Collected and Interest budgeted total \$25,278.63.
  - 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 netting a total available of \$102,900.00.
  - d. Revenue subtotal, Lines 1 – 8, is budgeted at \$127,200.00.
  - e. Operating Expense – Of the \$71,100.00 budgeted, \$8,514.17 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, \$7,407.04 has been transferred and a balance of \$1,492.96 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 \$8,514.17 and \$10,254.37 has been expended, leaving the remainder of \$108,431.46 available for MSTU expenditure.

**Ms. Sizensky** reported:

- Year to date the cost for materials (including delivery) for Rock Road maintenance totaled \$8,737.50.
- Expenditure reimbursement to the Road Maintenance Division for maintenance of MSTU auxiliary roadways, in the amount of \$4,940.00, is not reflected in the June 5<sup>th</sup> budget.
- 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 next meeting will be held October 9, 2024, at 3:00 P.M.

**VIII. PUBLIC COMMENTS**

None

**IX. MEMBER COMMENTS**

Traffic Calming

Citing pedestrian safety concerns, Vice Chair Davenport will contact the Collier County Sheriff's Office to request additional speed limit signs for 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.

**X. ADJOURNMENT**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:58 P.M.*

**ROCK ROAD MSTU ADVISORY COMMITTEE**



Alberto Sanchez, Chair

The Minutes were approved by the Committee on Oct 16, 2024 as presented ✓, or as amended \_\_\_\_\_.

**NEXT MEETING:**

**OCTOBER 9, 2024 - 3:00 P.M.**  
UF/IFAS COLLIER EXTENSION  
14700 IMMOKALEE ROAD  
NAPLES, FL 34120