



Radio Road Beautification M.S.T.U.

Advisory Committee

3299 East Tamiami Trail Suite 103

Naples Florida 34112

April 8, 2013

MINUTES

I. CALL TO ORDER

The meeting was called to order by Chairman Dale Lewis at 2:03 PM.

A quorum was established. Three voting members were present.

(Note: Mr. Weber and Mr. Parillo could not vote because their terms had expired.)

II. ATTENDANCE:

Members: Dale Lewis, Chairman
Helen Carella, Fred Rogers,

Non-Voting: John Weber and Jerry Parillo

County: Darryl Richard – MSTU Project Manager
Pamela Lulich – Landscape Operations Manager

Others: Robert Kindelan – Commercial Land Maintenance (CLM)
Scott Windham – Windham Studio, Inc.
Al Benarroch – Affordable Landscaping Service & Design, LLC
(Anne Iacuzzo – *JuriStaff*)

III. APPROVAL OF AGENDA

Chairman Lewis moved to approve the Agenda as presented. Second by Fred Rogers. Carried unanimously, 3 – 0.

IV. APPROVAL OF MINUTES: March 4, 2013

Correction:

- On Page 1 (2nd paragraph): “requested” was changed to “presented” (at 3rd bullet point)
- On Page 1 (3rd paragraph): remove “it is” (at 4th bullet point)

Fred Rogers moved to approve the Minutes of the March 4, 2013 meeting as amended. Second by Chairman Lewis. Carried unanimously, 3 – 0.

VII. LANDSCAPE MAINTENANCE REPORT – ROBERT KINDELAN, CLM

A. Devonshire:

- 4-1/2 applications of weed control were sprayed on the Asian Jasmine
 - One granular pre-emergent application
 - Four liquid applications using three different chemicals

- There has been some slowing down of weed growth and weeds are dying in certain areas, but the heartier varieties have not reacted
- It is not the level of progress that was anticipated

Chairman Lewis concurred. He walked through the property earlier in the morning and stated he was not pleased.

- The dollar weeds and some of the grassy weeds are being controlled
- The tall weed (“spur”) with the stem has not reacted to the chemicals
- Have not increased the chemical concentration to the highest level – do not want to damage the Jasmine

Robert Kindelan stated hand-pulling was completed prior to the last meeting and suggested additional hand-pulling was required along with constant chemical treatment.

Chairman Lewis estimated the cost per application of chemicals was approximately \$700 plus labor which he rounded out to \$1,100.

Mr. Kindelan thought the invoice submitted to the County was less than \$4,000 for four applications plus the “Snap-Shot.” He stated the cost to complete the hand-pulling may be less than the original estimate submitted.

- The medians are clean but the sides of the road remains to be done
 - The east side of the road will be easier – the west side is the problem
- Everything was being sprayed on both sides of the road
- The original estimate is close – he approximated the total cost between \$7,000 to \$8,000
- Maintenance spraying is a line item in the contract
- There is also a line item for the “Snap-Shot” granular applications

Chairman Lewis expressed concern that, if the allocated funds were spent prior to the end of the year, it would be necessary to transfer funds to cover the cost.

Robert Kindelan explained after the initial clean-up had been completed, the actual maintenance activities would be routine. He noted the “Request for Bids” has been released, i.e., “on the street.”

Darryl Richard stated CLM was currently under the Annual Maintenance contract and his purchase order was issued through July which is the expiration date of the contract. The deadline to submit bid is Friday, April 12, 2012. He acknowledged the cost factors may change depending upon whose bid is awarded the contract. He noted the Contractors are aware of the situation – the weeds are visible.

Robert Kindelan suggested the only way to remove the weeds is to manually hand-pull them. There is a line item in the contract that is very clear – it references a fixed number of times and how much is to be billed each time.

Chairman Lewis again expressed his concern that when November arrived, there would be no money left and any gains made in the “battle” against the weeds could

begin to be lost. He was contemplating the necessity of transferring funds again. **Mr. Kindelan** agreed the situation could become worse due to the new bid. He cautioned the weeds will begin to grow again over the summer due to the rainy season.

He noted all of the Asian Jasmine plants had been fertilized. He stated the “confederate” Jasmine that was mixed in was being removed. The removal would leave holes in different places.

Darryl Richard asked Scott Windham for his opinion.

Mr. Windham stated his research indicated the “confederate” Jasmine is actually Asian Jasmine that was flowering. There is a certain percentage of Asian Jasmine that will lose its dwarf-ness. It is usually not a problem encountered in the Florida climate, but it can happen in warmer areas.

He stated the recommended treatment is to keep the Jasmine trimmed low and tight to be consistent with neighboring plants. Keep the top growth tighter to the ground and “let it flesh.” The new growth may be a bright, chartreuse green while the mature growth is a darker green.

Chairman Lewis stated, in his opinion, there were only two choices: to give Bob a blank check to “do what he has to do” or to stop, admit that we tried, but install sod.

He admitted no one knew what it would actually cost to bring the situation under control. He asked, “*How much will this cost to make it look as if the project is finished?*”

Robert Kindelan stated after the weeds have been hand-pulled and are under control, he *guaranteed* he could maintain control until the responsibility is turned over to the next contractor. He further stated once he has cleaned the property of weeds, he will keep it clean and present it to the new contractor in good condition. He stated, “*From our standpoint, if we clean it – we’ll keep it clean until the next guy comes. We might be the ‘next guy’ or we might not be, then it will be up to the ‘next guy’ to make sure that ...*”

He further stated the maintenance specs outlined the responsibilities and what was to be done. “*If you take it over and it’s clean, you must keep it clean.*”

Darryl Richard reminded the Committee that Mr. Kindelan had not been released to totally remove the weeds by hand-pulling.

Scott Windham referred to the aggressive pre-emergent layers that have been put down and noted hand-pulling should yield less growth. He stated, in the past, after a section had been hand-weeded, there was never any follow-up using a pre-emergent. By the time the street was completed, the weeds began to come back.

The process:

- Hand-pulling followed by a pre-emergent
- Aggressive spraying of chemicals
- Use of a post-emergent
- Mulch
- Hand-pulling wherever necessary

Robert Kindelan noted other areas in the County had Asian Jasmine. He stated another option was to remove everything and install sod. He further stated it would be far more cost effective to fix the problem.

Chairman Lewis disagreed. He stated weeds can be eradicated 100%. Additional spraying would be required to keep the weeds in check – it was a never-ending battle. *“We have a manure field out there. Look around – there are weeds that are 18-inches high!”*

He claimed residents were complaining and two had threatened to involve the Board of County Commissioners. He asked how long the Committee should wait – one or two months? How much more would that cost? He stated he was not a big fan of installing sod but it would be more cost effective. Money was needed to complete other projects.

Mr. Kindelan stated he knew he could clean the property and guarantee it would remain clean until the next contractor replaced him.

Chairman Lewis referred to the March meeting minutes which detailed monies spent and projections of future costs. He warned, *“We are going through money as if there was no budget for us to follow.”*

He noted the new contractor’s fees may be as much as 1/3 higher than current costs.

Fred Rogers asked how the next contractor would be chosen.

Darryl Richard explained the process:

- The submitted bids will be analyzed by the County
- Most important factors: Lowest bid and lowest qualified responsive bidder
- Price does matter
- The lowest bid is examined first to determine if the bidder is qualified and was responsive – i.e., completed the application properly and provided the required documentation concerning valid licenses.

Mr. Richard pointed out a difference between the County and an HOA. With an HOA, the Board could choose whomever it wanted to work with irrespective of the price.

He noted the cost to remove the Asian Jasmine and install sod was approximately \$40,000 including modifications to the initial profile and irrigation adjustments. It would become a project that would require another bid process.

He again reminded the Committee that Mr. Kindelan had not been authorized to begin the full hand-weeding process. At the March meeting, the Committee only authorized him to use chemicals to treat the weeds.

Robert Kindelan stated the medians were hand-pulled and have remained clean. He explained his method combined spraying with hand-pulling. He cited the 100 foot test section that was hand-pulled on the west side as an example and stated it has remained clean without additional hand-pulling. The area has been sprayed to keep the weeds at bay.

Chairman Lewis reiterated the same choices that he had outlined earlier in the meeting, i.e., to support the hand-pulling/spraying process and continue on, or terminate and authorize installation of sod.

Fred Rogers stated the cost to install sod was “known” at \$40,000 while the cost to continue with hand-pulling/spraying was unknown.

Robert Kindelan noted the cost to hand-pull would be charged just one – it was a fixed amount at \$950.00. After the hand-pulling is completed initially, it would become part of the weekly maintenance service.

Darryl Richard summarized: If the Committee authorized CLM to hand pull and remove all weeds from the premises the cost will range between \$8,000 to \$12,000 (highest). Afterward, CLM would maintain the property and keep the weeds under control weeds as part of its weekly maintenance service (pursuant to the line item for the category) until the end of July.

It was noted the cost of the monthly maintenance service call for all items in the contract was approximately \$1,200 to \$1,500.

Mr. Richard suggested holding a second meeting on Monday, April 22nd to discuss the bid results. He further suggested the Committee could approve a motion to authorize CLM to perform its services per its contract including the initial removal of all weeds from the site and maintenance of the property thereafter on a weekly basis.

Mr. Richard explained Mr. Kindelan’s quote of approximately \$13,000 was based on the standard line items for every activity contained in his contract, i.e., weeding, mulching, etc. He stated a specific Purchase Order would be cut for hand-weeding. **Mr. Kindelan** stated the initial PO for interim services was cut for \$13,000.

Chairman Lewis asked to delineate all costs “*for the record:*”

- Estimated cost to hand-pull weeds: \$8,000 to \$9,000

Robert Kindelan stated if the job was accomplished more quickly, the lower cost would be billed. If more man-hours were required, he would stop work after \$9,000 had been spent. He further stated the man-hours estimated were sufficient to complete the work.

Chairman Lewis asked when work could commence if the Committee decided to authorize it, and the response was, “On Friday morning.”

It was noted Mr. Kindelan inherited the property in very rough condition through no fault of his own.

Chairman Lewis concurred the fault was due to the previous contractor.

He further stated spending the \$8,000 would not break the budget; the Committee would know it did all that it could to correct the situation. He agreed Mr. Kindelan had been “making headway” by utilizing chemical and it was time for hand-pulling.

Scott Windham outlined the procedure:

- Intensive hand-pulling
- Top shearing to one height – tighten up the Jasmine

- Follow-up with a pre-emergent application at the appropriate time or follow-up with an application of “Snap-Shot”
- Mulch
- Maintain spraying

Robert Kindelan added:

- If funds are available, remove the non-dwarf Jasmine
- The east-side is nearly 100% clean – almost perfect
- The west side has more in different places (replace approximately 100 plants)
- Replace removed plants with actual dwarf Jasmine

Mr. Kindelan noted utility trucks were being parked on the side of the road and the engines were left running. The exhaust is killing the plants.

Chairman Lewis moved to approve authorizing Robert Kindelan, CLM, to begin hand-pulling weeds at a cost of \$8,000 to \$9,000 and Scott Windham is to supervise. Both will report to the Committee in May. A contingency of 20% is included, with use to be approved by Scott Windham. Second by Fred Rogers. Carried unanimously, 3 – 0.

Chairman Lewis moved to approve scheduling a meeting to be held on Monday, April 15, 2013 at 2:00 PM. to review maintenance bids. Second by Helen Carella. Carried unanimously, 3 – 0.

Chairman Lewis moved to approve John Weber’s application to serve as a member of the Radio Road Beautification MSTU and to forward the recommendation to the Board of County Commissioners. Second by Fred Rogers. Carried unanimously, 3 – 0.

It was noted Jerry Padillo was not renewing his application.

Fred Rogers commented the condition of the medians was mentioned in the editorial column of the April 6th edition of the *Naples Daily News* under “Stars and Spurs.”

“A ‘starfish’ [is awarded] to the medians on East Naples Radio Road west of Santa Barbara Boulevard.

They are the nicest in all of Southwest Florida. Plus, the medians under construction farther east on Radio look as if they will follow suit. Job well done.”

Chairman Lewis asked if there were any funds available in Fund 111 to use for mulching.

Pam Lulich stated the incidental work has been identified, estimated, approved, and is waiting for plans. Fertilizing will be done first, then the contractor must complete the incidental work. She further stated funding is low but an effort will be made to

mulch the roadway. Only two roadways have been completed to date. The palms have been fertilized.

She mentioned the budget for FY 13-14 will contain a line item to hire an arborist to maintain pruning.

There was a brief discussion of the types of plants being utilized.

VIII. LANDSCAPE ARCHITECT'S REPORT – SCOTT WINDHAM

A. Devonshire Progress Report – Weed Issue

(Discussed previously.)

B. Monthly Maintenance Report

(Attached: “*Maintenance Report, dated April 8, 2013*”)

Scott Windham referred to the “Radio Road Refurbishment Plant List” which detailed the plantings used at each median, whether it was “replacement” or “fill in,” and the height specifications for each.

Pam Lulich noted a utilities program was underway at Median #21 and planting would not take place until the project was completed.

C. MSTU Projects Status Report

(Attached: “*Projects Status Report, dated April 8, 2013*”)

- *Betty Schudel Memorial*: has been installed and the dedication ceremony was held.
- *Rich King Memorial*:
 - **Darryl Richard** received a draft of the modified Ordinance along with the easement language (from the surveyor). The Ordinance will be presented to the Board of County Commissioners in May.
 - **Chairman Lewis** noted the Committee had previously authorizing Scott and Darryl to begin the project upon approval from the BCC.
- *Radio Rd. Refurbishment Plantings*: Affordable Landscaping will complete the project by April 26th
- *Devonshire East Row Refurbishment Status*: “on hold”

Chairman Lewis stated a donation could be made to Fund 111 for mulching.

Darryl Lewis stated contributions had been made in the past for specific mulching projects. He asked Pam Lulich to determine if additional funds were necessary for and the amount. If the MSTU’s budget allowed, a contribution could be made.

Chairman Lewis asked Pam Lulich to obtain a cost estimate to stencil the numbers around each median.

Darryl Lewis directed the request to Al Benarroch of Affordable Landscaping. He advised the Committee that Staff was securing a van to drive the members for a property inspection (May meeting).

Chairman Lewis moved to approve requesting that Staff provide an estimate of costs to stencil identifying number on the MSTU medians (both sides) by April 15, 2013. Second by Helen Carella. Carried unanimously, 3 – 0.

Darryl Richard thanked Mr. Benarroch for his help with the placement of the Betty Schudel memorial plaque.

V. BUDGET

(Report: “Radio Road MSTU Fund 168, dated April 8, 2013”)

• Current Ad Valorem Tax:	\$ 308,200.00	(anticipated)
• Received to date:	\$ 269,442.47	
• To be Collected:	\$ 38,757.53	
• Operating Expenses:	\$ 200,000.00	
• Open Purchase Orders:	\$ 48,565.39	
• Spent to date:	\$ 72,269.71	
• Operating Funds Available:	\$ 79,164.90	(includes \$40K transfer)
• Improvements General:	\$ 350,300.00	
• Reserves:	\$ 3,200.00	
• Total Budget:	\$ 435,432.05	

Darryl Richard noted the taxable values (FY 14) will be updated in June by the Property Appraiser’s Office.

A worksheet for the proposed budget was included. The figures are projections. The Operating Budget is \$155,600 and the \$350,300 will be carried over.

Mr. Richard cautioned that changes may be made by the Board of County Commissioners.

Chairman Lewis moved to approve the draft of the proposed budget as presented. Second by Fred Rogers. Carried unanimously, 3 – 0.

VI. PROJECT MANAGER’S REPORT

(Previously discussed.)

IX. OLD BUSINESS

(None)

X. NEW BUSINESS

Darryl Richard thanked everyone for their efforts/contributions concerning the Betty Schudel memorial.

XI. COMMITTEE MEMBER COMMENTS

(None)

XII. PUBLIC COMMENTS

(None)

NEXT MEETING: April 15, 2013 at 2:00 PM
Berkshire Lakes Master Association Clubhouse
495 Belville Boulevard, Naples, FL 34105

There being no further business to come before the Committee, the public meeting was concluded at 3:20 PM.

**RADIO ROAD BEAUTIFICATION MSTU
ADVISORY COMMITTEE**

DALE LEWIS, CHAIRMAN

The Minutes were approved by the Committee Chair on _____, 2013
“as presented” [] **OR** “as amended” [].