



Radio Road East
M.S.T.U. Advisory Committee
3299 East Tamiami Trail Suite 103
Naples, FL 34112

MEETING MINUTES
DECEMBER 10, 2014

I. Call to Order

Mr. Johnson called the meeting to order at 10:00am. Roll call was taken and a quorum was established.

II. Attendance

Members: *Chairman Dale Johnson, Sue Chapin, Thomas Depouw, Renato Fernandez, Janice Bundy.*

County: *Harry Sells– Project Manager; Michelle Arnold, Director - Public Transit and Neighborhood Enhancement.*

Others: *Dayna Fendrick – Urban Green Studio, Albert Bennarock - Affordable Landscaping Service and Design; David Durrell – Juristaff.*

III. Approval of Agenda

Mr. Fernandez moved to approve the Agenda subject to deleting item VIII.A – Bylaws. Second by **Ms. Bundy**. Carried unanimously 5 - 0.

IV. Approval of Minutes: October 8, 2014

Ms. Chapin moved to approve the minutes of the October 8, 2014 meeting as presented. Second by **Mr. Fernandez**. Carried unanimously 5 - 0.

V. Landscape Architect Report – Dayna Fendrick

Dayna Fendrick, Urban Green Studio submitted the “*Landscape Architects Field Report – Field Report No.11*” for review. She provided an overview of the report for information purposes.

A. Bromeliad Planting Status

A set of plans titled “*Bromeliad Diagram – 11-26-14*” was submitted for information purposes. The plans identify the areas for planting of Bromeliads with the work expected to begin next week.

The Committee requested Ms. Fendrick to inspect the plants to ensure they are the correct species before they are installed.

B. Gumbo Limbo Pruning Status

The Purchase Order has been issued for the work.

C. Mulch Status

The Purchase Order has been issued and the Committee viewed two samples of mulch (dark colored cypress and a lighter colored natural cypress). The vendor sought direction on which mulch the MSTU prefers.

The Committee determined to have the light colored natural cypress mulch placed in those areas in need of the material.

D. Fungicide Application to Buccaneer Palms

The product has been ordered and will be applied when received.

The following was noted under Committee Member/Staff discussions:

- *Mr. Sells will provide updates to the Committee (7 – 10 days following a meeting or as necessary) on any items brought forth during a meeting.*
- *Before the vendor removes any plants in the MSTU, permission shall be obtained from the Project Manager. The purpose is to eliminate any confusion on directives from the Committee to the vendors.*
- *The Golden Creeper and Asian Jasmine will be allowed to grow higher to promote a more aesthetically pleasing environment for the medians.*

VI. Landscape Maintenance Report – Affordable Landscaping Service

Staff requested Mr. Bennarock to notify them before any adjustments are made to the components of the irrigations system. The purpose is to determine if any changes need to be made throughout the system given some of the components are interconnected.

VII. Project Manager Report

A. Budget Reports – Harry Sells

Mr. Sells provided the document “Radio Road East MSTU Fund 166 – December 10, 2014” for information purposes and provided an overview on the financial status of the Fund.

B. Project Manager Report – Harry Sells

Staff reported:

- They will be undertaking the necessary measures to determine the reasons some plants are thriving, while others of like species in nearby locations appear to be stressed. The measures may include testing of soil PH, testing of the irrigation water PH, soil moisture tests, etc. The on site work is expected to be completed over the next 4 weeks with the actual testing taking somewhat longer.
- They are ascertaining price quotes for the replacement of 6 Buccaneer Palms. *The Committee noted an alternate species should be considered in the locations as these Palms did not survive. Ms. Fendrick is to use her discretion to specify if the Palms will be replaced with a like species, or a different plant is suitable for the location.*

- They will be analyzing the operation of the irrigation system to determine what, if any changes need to be made to ensure the system functions at an optimal level of service.
- They are proposing to the manager of the countywide irrigation system, the software portals controlling the system be “isolated” so Project Managers may access the program and adjust the individual MSTU’s system(s) when necessary. The goal is to improve efficiency in operation of the irrigation system by allowing the end user direct oversight of the system.

VI. Old Business

None

VII. New Business

A. Bylaws - *deleted.*

VIII. Committee Comments

Ms. Chapin expressed requested priority be given to improving communication between the Committee, Staff and the vendors to reduce the delays recently encountered from the time tasks are authorized to the time they are implemented.

IX. Public Comments

None

X. Next Meeting

February 11, 2015 – 10:00 AM - Plantation Club House, 7773 Tara Court, Naples, FL 34104

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:45A.M.

RADIO ROAD EAST MSTU ADVISORY COMMITTEE

Dale Johnson, Chairman

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