



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

October 12, 2015

I. Call to Order

Chairman Lewis called the meeting to order at 3:00 PM.
A quorum was established; four voting members were present.

II. Attendance

Advisory Committee

	Dale Lewis - Chairman
	Helen Carella, John Weber, Maria Schoenfelder, (Vacancy)
County	Harry Sells – Project Manager
Others	Robert Kindelan – Commercial Land Maintenance
	Scott Windham, Windam Studios Inc. (Absent)
	Wendy Warren– JuriSolutions – Transcriptionist

A quorum of four members was established.

III. Approval of Agenda

Mr. Lewis moved to approve the Agenda. Second by Mr. Weber. Carried unanimously 4 - 0.

IV. Approval of Minutes – September 14, 2015

Ms. Schoenfelder moved to approve the minutes of the September 14, 2015 meeting. Second by Mr. Weber. Carried unanimously 4 – 0.

V. Project Manager Report

A. Budget Report

Mr. Sells presented the “Radio Road MSTU Fund 158, October 12, 2015” for information purposes and provided an overview of the budget noting:

- \$663,400 in cash will carry forward to the FY16 budget.
- Revenue to be generated in the new fiscal year and reflected in the budget is \$310,595, an increase of approximately \$2,000.
- Combined estimated cash for FY16 is \$974,000.
- Potentially \$52,786 in operating expenses will carry forward to FY16.

The budget reflects new assessed values and the Board of County Commissioners established a revenue neutral budget.

B. Status of Irrigation System

Mr. Sells provided the report “*Devonshire Irrigation Control Sept 10, 2015*” for information purposes. He noted the current system utilizes outdated technology, is unreliable and needs to be replaced. Landscape maintenance employees should be able to program and test the system when necessary. He recapped the technical qualifications of the three vendors under consideration:

- Hydropoint offers a web/cloud based centralized control system with communication via cell phone and the Internet (password required) and is easy to use.
- RainBird requires purchase of a separate computer with communication features for the centralized control system, provides excellent technical support and is easy to use.
- Motorola’s technology is outdated with complex programming, requires purchase of a dedicated computer and the company lacks technical support.

C. Quotes for Replacing Irrigation System, Hydropoint, RainBird and Motorola

Mr. Sells presented irrigation controller replacement quotes from three vendors.

1. Hydropoint: Total cost quote \$8,169.45.
2. RainBird: Total cost quote \$10,870.76.
3. Motorola: Total cost quote \$12,399.49.

Mr. Sells recommended Hydropoint noting the installation would be phased to verify proper functioning of the system.

Mr. Kindelan of Commercial Land Maintenance confirmed his staff would be capable of operating the system.

Mr. Lewis moved to recommend approval of Hydropoint’s proposal to replace the “Devonshire Irrigation Control” system at a cost of \$8,169.45. Second by Mr. Weber. Carried unanimously 4 – 0.

D. Quotes for Landscape Modifications

Staff presented the following proposals for Landscape modifications on Devonshire Blvd.

Devonshire Blvd. Median 6: Remove Lantana damaged as result of auto accident and replace with Gold Mound at a cost of \$1,050.

Mr. Lewis motioned to accept the bid from Florida Land Maintenance, Inc. (dba Commercial Land Maintenance) dated October 9, 2015 in the amount of \$1,050.00 to re-plant Median 6. Second by Ms. Carella. Carried unanimously 4 – 0.

Devonshire Blvd.: Installation of three irrigation isolation valves on Devonshire Blvd. at a cost of \$2,340.

Mr. Lewis motioned to accept the bid from Florida Land Maintenance, Inc. (dba Commercial Land Maintenance) dated October 9, 2015 to install up to three irrigation isolation valves on Devonshire Blvd. at a cost of \$2,340.00. Second by Ms. Carella. Carried unanimously 4 – 0.

Devonshire Blvd.: Replace Asian Jasmine with sod on the West side of Devonshire Blvd. from the sidewalk to the curb (Santa Barbara Blvd. to Radio Road) and the East side of Devonshire Blvd. from Santa Barbara Blvd. to the first driveway (left) into the Berkshire Commons shopping center. The quote includes adjustment of irrigation nozzles as needed. The start date for the project is in approximately six weeks (in tandem with irrigation system installation).

Mr. Weber moved to accept the bid from Florida Land Maintenance, Inc. (dba Commercial Land Maintenance) dated October 9, 2015, to remove the Asian Jasmine on the West side of Devonshire Boulevard from the sidewalk to the curb (Santa Barbara Boulevard to Radio Road) and the East side of Devonshire Boulevard from Santa Barbara Boulevard to the first driveway (left) into the Berkshire Commons shopping center at a cost of \$22, 630.00. A 20% cost over-run is approved on an as needed basis. Second by Mr. Lewis. Carried unanimously 4 - 0.

VI. Landscape Architect Report – Scott Windham (Absent)

Mr. Sells provided the “Windham Studio, Inc. Maintenance Report” dated October 7, 2015 for information purposes (see attached). He reported on the general conditions and recommendations for the maintenance of the Radio Road MSTU areas and Devonshire Blvd. and gave directions to correct the issues to Commercial Land Maintenance.

General Maintenance:

- Remove Palm seed pods from Montgomery and Foxtail Palms.
- Trim Sabal Palms.
- Replace newly planted Iris with mature plants.

VII. Landscape Maintenance Report – Robert Kindelan Commercial Land Maintenance

Mr. Kindelan reported on the following landscape maintenance actions:

Devonshire Blvd.

- Hedge trimming to be completed October 12, 2015. Trimming is scheduled twice a year.
- 250 Asian Jasmine plants damaged on Devonshire Blvd. by personnel hand pulling weeds will be replaced by Commercial Land at their expense.
- Fertilizer will be applied with Staff notification that a Purchase Order has been created.

Radio Road

- Trimming is 80% complete.
- Herbicide treatment of weeds has been effective and applications will continue as necessary.
- Vines intertwined in Sabal Palms are being removed.
- Turf is dry. He will email report to Collier County who is responsible for irrigation.

VIII. Commercial Hedge Code Enforcement UPDATE

Mr. Sells recapped the status of the project:

- An agreement has been drafted, approved by the County attorney and forwarded by Ms. Arnold to Tricia Hardt of REG 8 Berkshire Commons, LLC.
- Staff is awaiting a response from REG 8 Berkshire Commons, LLC. on the proposed agreement
- Upon finalization, the agreement will be presented to the Board of County Commissioners for consideration.

- With BCC approval, Staff will provide a price quote and request permission to proceed with transferring the irrigation lines to REG 8 Berkshire Commons, LLC. as required under the agreement.
- The MSTU is responsible for six months from date of transfer to monitor and repair the irrigation connections.

IX. Old Business

A. Millage Rate and Direction of MSTU

Direction of MSTU

Mr. Sells suggested the Committee strategize by April 2016 the direction they would like to pursue on their status. He presented options going forward noting the original MSTU boundaries encompassed Airport Pulling Road to Santa Barbara Blvd. At the request of the Berkshire Lakes Association the County assumed responsibility for Radio Road.

1. The current area can continue as an MSTU under the direction the Committee.
2. The Committee can sunset the projects they are working.

Mr. Lewis asked the Committee to consider projects they would like the MSTU to undertake for Devonshire Blvd. and Radio Road.

Millage Rate

Mr. Sells advised the Committee their recommendation would be required by March 2016 if they seek a reduction in the Millage Rate. Staff would request any reduction from the BCC.

Iris Plants Radio Road

The Committee discussed their displeasure with the new Iris planted by the County on Radio Road and recommended they be removed and planted with an alternate species.

Mr. Sells advised the MSTU monies can be applied to projects within their boundaries if approved by the County. He will contact Ms. Arnold regarding the Committee's concern and ask Pam Lulich to review a course of action if the issue is unresolved.

B. Landscape Architect Scope of Work

Mr. Sells provided the "*Radio Road M.S.T.U. Maintenance Consulting Services per the Fixed Term Professional Landscape Architectural Services Contract*" dated 8-28-15 for renewal for Windham Studios, Inc. He noted:

- The scope of work includes MSTU Meeting Attendance, Field Review Meetings, General Maintenance Report Sheets and Monthly Field Reports for a fixed cost of \$10,530.
- Optional services at the discretion of the Committee are proposed for up to \$4,920 bringing the total work order request to \$15,950.
- Scope of Services can be modified at the discretion of the Committee.

The Committee discussed the Landscape Architectural Service request and modified the contract as follows:

- Tasks 1, MSTU Meeting Attendance, and Task 3, Review Maintenance Report Sheets, will be performed on an "as requested" basis.
- Tasks 2, Field Review Meetings, and Task 4, Monthly Field Reports, will be contracted as submitted.

- Operating Expenses, Line 13, of the 2016 Budget for Windham Studios Annual Services will be reduced to \$6,000.

Mr. Weber motioned to approve the contract for “Radio Road M.S.T.U. Maintenance Consulting Services per the Fixed Term Professional Landscape Architectural Services Contract” dated August 28, 2015 for Windham Studios, Inc. as amended (Task 1 and Task 3 on request; Task 2 and Task 4 as mandated) limiting the Purchase Order to \$6,000.00. Second by Mr. Lewis. Carried unanimously 4 – 0.

X. Public Comment/Committee Member Comment

Marlene Sherman stated she would like the Radio Road Beautification MSTU Advisory Committee to sunset in 2016.

XI. Adjournment

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 4:50 P.M.

NEXT MEETING: NOV 9, 2015 – 3:00 PM
Berkshire Lakes Master Association Clubhouse
495 Belville Boulevard, Naples, FL 34105

RADIO ROAD MSTU ADVISORY COMMITTEE

Dale Lewis, Chairman

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