





Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

FEBRUARY 3, 2022 2:00 PM

**Committee Members and Project Manager will meet at
Claussen Family Center at St. John's Church
625 111TH Ave., Naples, FL**

All others are encouraged to attend via Zoom video conference

AGENDA

I. Call to order and Pledge of Allegiance

II. Attendance

Advisory Committee	Bruce Forman - Chairman	(11/13/2023)
	Bill Sjostrom - Vice Chairman	(11/13/2024)
	Mark Weber	(11/15/2025)
	Gabriella R. Miyamoto	(11/13/2023)
	William Harris	(11/13/2024)
Staff	Harry Sells – Project Manager	
	Aaron Gross, Ground Zero	
	Wendy Warren, Transcriptionist	

III. Approval of the agenda

IV. Approval of the Minutes – January 6, 2022

V. Landscape Maintenance Report - Aaron Gross, Ground Zero Landscape

VI. Vanderbilt Drive Refurbishment - Mike McGee

VII. Project Manager Report Harry Sells

- A. Budget report for 02/03/2022
- B. Phase IV Utility Burial Status
- C. Project Update for the NW Corner of VBVR & VB Drive
- D. Paver Crosswalks north
- E. Conner Park Ribbon Cutting Ceremony

VIII. Old Business

- A. Potential future projects

IX. New Business

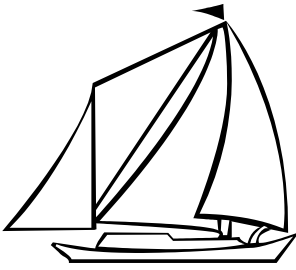
X. Public Comment

XI. Adjourn

NEXT MEETING DATE

MARCH 3, 2022 - 2:00 PM

Claussen Family Center at St. John's Church



Vanderbilt Beach M.S.T.U

Advisory Committee

**8300 Radio Road
Naples, FL 34104**

JANUARY 6, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:00 P.M. A quorum of three was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chairman William Sjostrom – Vice Chair (Excused) Mark Weber Gabriella R. Miyamoto William Arell Harris
Staff:	Harry Sells - Project Manager Michelle Arnold – Director, PTNE (Excused) Rosio Garcia – Administrative Assistant
Others:	Aaron Gross – Ground Zero Landscaping Mike McGee – McGee & Associates, Landscape Architect (Excused) Wendy Warren - Transcriptionist

III. APPROVAL OF AGENDA

Mr. Weber moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Mr. Miyamoto. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES

Mr. Weber moved to approve the minutes of the December 2, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 3 - 0.

V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping

Mr. Gross reported:

- Vanderbilt Drive landscape material and Areca Palms were pruned.
- Turf and shrubs were fertilized.
- Pentas and Baby's Breath were installed at the front corners of the Conner Park Gateway signs.
- Palm tree stakes will stay in place for six (6) months or until the specimens are determined to be secure.

- Areca Palms on the southwest corner of Oak Avenue and Vanderbilt Drive were “topped” by an unknown party. *Mr. Sells will inform residents pruning of M.S.T.U. landscape material is not permitted.*

Ground Zero Landscaping will maintain the new landscape installation in Conner Park including planting of seasonal flowers and trimming the Clusia hedge.

VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee (Excused)

Mr. McGee will present a proposal for the Vanderbilt Drive landscape refurbishment to the Committee at the February 2022 meeting.

Next Steps

- Finalize landscape drawings and approve the design.
- Confer and secure agreement from residents.
- Prepare Scope of Work (SOW), post on Bid-Sync for quotes, and award contract.
- Installation of landscaping.

Estimated time frame for project initiation is spring/summer 2023.

VII. PROJECT MANAGER REPORT – Harry Sells

A. Budget Report for 1/06/2022

Vanderbilt Beach MSTU Fund Budget 143 dated January 6, 2022

- The FY-22 Millage Rate remains constant at 0.5000 mills.
- Current Ad Valorem tax. Line 1 is \$1,488,600.00, an increase of 3% over FY-21.
- Transfers and Contributions, Line 13, in the amount of \$4,791,595.90, is a carry-over of unexpended FY-21 funds (minus a 5% reserve of \$75,600).
- Total Revenue, Line 14, is \$6,302,195.90, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors)
 - Capital Contractors – Paver Sidewalk Installation – invoice pending.
 - Century Link – Engineering Design, Phase IV Utility.
 - Ground Zero Landscaping – Grounds & Irrigation Maintenance & Incidentals.
 - Hannula Landscaping – Conner Park Refurbishment & Irrigation – invoice submitted but not processed.
 - MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV. An initial invoice of \$80,000.00 has been submitted.
 - McGee & Associates – Landscape Architecture – work order pending.
 - Premier Staffing – Transcription Services.
 - Stantec Consulting – CEI Professional Services, Phase IV Utility – Purchase Order increased to cover costs for extended job hours and additional easements.
 - Site One Landscape Supply – Irrigation Parts & Pumps.
- Purchase Orders to be Closed Out (Contractors):
 - Hart’s Electrical.
 - Johnson Engineering.
 - Q. Grady Minor.
 - Southern Signal and Lighting.
- Red indicates the Purchase Order is closed and the money expended.

- Operating Expense, Line 36, is budgeted at \$5,669,095.90 with current Commitments of \$2,426,938.42, Expenditures of \$320,601.01, and a Budget Remainder (unspent operating funds) of \$2,921,556.47.
- Capital Outlay, Line 38, budgeted at \$500,000.00, is available to fund special projects.
- Transfer to Fund 111, Line 39, in the amount of \$85,000.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Property Appraiser, Line 40, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 41, is for collection of M.S.T.U. millage as part of the tax bill, currently 2.0 mills.
- Total Budget, Line 43, lists FY-22 M.S.T.U. budgeted funds at \$6,302,195.90; with tabulated Commitments of \$2,426,938.42, Expenditures of \$347,923.82, and a Budget Remainder (unspent operating funds) of \$3,527,333.66. Generally, the budget amount of \$6,302,195.90 does not change during the fiscal year.

Available funds are sufficient to complete Phase IV construction, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive and the Vanderbilt Drive landscape renovation project.

Landscape Maintenance – Multi-Year Contract

- Ground Zero Landscaping's contract expires in 2022.
- An *Invitation to Bid (ITB)* Landscaping Contract request for the Vanderbilt Beach M.S.T.U. will be posted and, in accordance with County practice, awarded to the lowest qualified bidder.
- The three-year contract with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).

Mr. Sells will provide a quote for Committee consideration at the February 2022 meeting.

Mr. Harris arrived and a quorum of four was present.

B. Phase IV Utility Burial Status

Mr. Sells reported:

- Phase IV construction started September 10, 2021.
- The MOT (Maintenance of Traffic) site plan, required by OSHA (Occupational Safety and Health Administration), is being enforced.
- MasTec North America is the contractor for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- ADS Contracting, Inc. has executed a sub-contract with MasTec for the task of boring and conduit installation for Florida Power & Light (FPL) and Century Link.
- All but two (2) subaqueous bores are completed.
- All conduit and most cable are installed (up to the last pole south of The Anchorage).
- One (1) low voltage bore to the transformer at The Anchorage and one (1) bore underneath the sidewalk to Marina Bay should be completed week ending January 8, 2022.
- Six conduits were extended into The Dunes. One circuit was split in half to enable conduit to connect to the (2) vista junction boxes, one for each of three (3) buildings.

- Two (2) pads for FPL equipment will be installed on the north end. A gravity wall, similar in design to the Fire Pump House retaining wall installed by the County at The Dunes, will enclose the front.
- Once the last bore is done, MasTec cable crews will pull the feeder cables and start pulling primary cables for FPL and Century Link.
- Mr. Sells has scheduled a walk through with MasTec's low voltage crew to review the project Wednesday January 5, 2022.
- Estimated time frame to set the vista switches is six (6) days.
- The Florida Department of Environmental Protection (FDEP) authorized continuation of subaqueous bore drilling of an FPL conduit north of The Anchorage three (3) weeks ago.
- The water line replacement will begin January 6, 2022.
- Stantec's services will be ongoing until FPL removes the utility poles.
- The MSTU will install pavers and benches at The Dunes of Naples, The Anchorage and Marina Bay post construction.
- The target completion date, including FPL pole removal, is July 2022.

C. Conner Park Beautification Status and Discussion of Total Cost
Landscaping and Irrigation

- The Conner Park landscape project is complete.
- Irrigation frequency was reduced from four (4) to three (3) times a day. Eventually landscaping will be watered three (3) times per week.
- Four stolen Ixora shrubs were replaced.
- Seasonal annual flowers will be installed twice a year.
- Two (2) custom made benches will be installed on receipt.

Public Relations

Connie Dean, Event Coordinator, Growth Management Division, suggested an event be scheduled February 23rd, 24th or 25th or March 2nd, 3rd, or 4th at 11 a.m. to celebrate the landscape renovation of Conner Park. A tent will be erected at the site and invitations extended to the media, Commissioner Solis, and residents.

Mr. Sells requested the Committee notify him if any of the proposed dates are not feasible.

Conner Park & Lift Station Cost Recap

A current financial summary by contractor of the Conner Park and Lift Station renovation projects was distributed.

Fence and Signs	\$ 301,721.00
Lift Station	\$ 98,912.00
Landscape	\$ 130,264.00
Paver Sidewalks	\$ 250,140.00
Design	\$ 20,000.00
Total Cost	\$801,037.00

D. Project Update for the NW Corner VBVR & VB Drive

The final design by McGee & Associates for the intersection of the northwest corner of Vanderbilt Beach Road and Vanderbilt Drive has been approved by the Committee and Representatives of the Regatta.

Mr. Sells will prepare a Scope of Work, obtain County approvals and Right of Way (ROW) permits and request quotes for the landscape project.

Estimated start date for the five (5) month project is July 2022.

VIII. OLD BUSINESS

A. Potential Future Projects as of December 2, 2021

1. Landscape Renovation of the NW Corner of Vanderbilt Beach Rd. & Vanderbilt Dr.

Construction will commence third quarter of 2022. *Mr. Sells will email Ms. Miyamoto a copy of the final design.*

2. Refurbishment of Vanderbilt Drive Landscape

McGee & Associates, Landscape Architects, created a conceptual landscape design for Vanderbilt Drive. Area residents will be consulted, and the Committee will review and approve the final design proposal. *Mr. Sells will email the design to members.*

3. Paver Crosswalks

Brick paver crosswalks and ADA compliant transition strips, in colors consistent with the Vanderbilt Drive and Bluebill Avenue intersections, will be installed on Vanderbilt Drive at The Anchorage, The Dunes of Naples, Marina Bay and the Regatta of Naples.

4. Celebratory Bench for Charlie Arthur

Proposed placement for a commemorative bench for Charlie Arthur, former Chairman of the Vanderbilt Beach M.S.T.U. Advisory Committee, is by the lake south of the entrance to The Dunes of Naples. The bench will be placed on a paver pad.

Mr. Sells will secure the required easement from The Dunes of Naples.

5. Refurbish Bridge of Channel on Bluebill

The Committee suggested cleaning the waterway bridge and researching installation of a veneer stone.

Mr. Sells met with Jerry Kurtz, Director of the Road Maintenance Division July 16, 2021, to review the project. An update has not been received at this time.

6. Sidewalks East and West Side of Gulf Shore Drive

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. A bike path should be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation. Project timeline depends on coordination with Road Maintenance and resolution of affiliated issues discussed at the July 16, 2021, meeting.

7. Conners Parking Lot Landscape Renovation

The Parks and Recreation Department, the entity with jurisdiction over the area, does not support landscaping the parking lot. *This item will be removed from the Future Projects List.*

IX. NEW BUSINESS

None

X. PUBLIC COMMENTS

None

XI. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:52 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2022 “as submitted” [] or “as amended” [].

NEXT MEETING DATE:

FEBRUARY 3, 2022

Claussen Family Center at St. John’s Church

625 111th Avenue

NAPLES, FL 34108

VANDERBILT MSTU
FUND 143
February 3, 2022
FY22

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1		CUR AD VALOREM TAX		\$ (1,488,600.00)	\$ -	\$ (1,278,973.01)	\$ (209,626.99)
2		DEL AD VALOREM		\$ -	\$ -	\$ -	\$ -
3		OVERNIGHT INTEREST		\$ -	\$ -	\$ (598.20)	\$ 598.20
4		INVESTMENT INTEREST		\$ (22,000.00)	\$ -	\$ (8,213.49)	\$ (13,786.51)
5		INTEREST TAX COLL		\$ -	\$ -	\$ (84.50)	\$ 84.50
6		REVENUE STRUCTURE		\$ (1,510,600.00)	\$ -	\$ (1,287,869.20)	\$ (222,730.80)
7		TRANSFERS FROM PROP APP		\$ -	\$ -	\$ -	\$ -
8		TRANSFERS FROM TAX COLL		\$ -	\$ -	\$ -	\$ -
9		REIMBURSEMENT -INTERDEPT.		\$ -	\$ -	\$ -	\$ -
10		CARRY FORWARD GEN		\$ (2,302,200.00)	\$ -	\$ -	\$ (2,302,200.00)
11		CARRY FOR OF ENCUMB AMT		\$ (2,564,995.90)	\$ -	\$ -	\$ (2,564,995.90)
12		NEG 5% EST REV		\$ 75,600.00	\$ -	\$ -	\$ 75,600.00
13		TRANSFERS & CONTRIB		\$ (4,791,595.90)	\$ -	\$ -	\$ (4,791,595.90)
14		TOTAL REVENUE		\$ (6,302,195.90)	\$ -	\$ (1,287,869.20)	\$ (5,014,326.70)
15		SURVEYING FEES		\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
16		INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$ 8,800.00	\$ -
17		INTERDEPT PAYMENT	Collier County	Relocation of Sign	Direct Pay	\$ 1,000.00	\$ -
18		LANDSCAPE INCIDENTALS	Ground Zero Landscaping Serv	Landscape Incidentals	4500213683	\$ 60,000.00	\$ 52,446.46
			Century Link	Engineering Design & Supervision	4500197394	\$ 8,000.00	\$ -
			Ground Zero Landscaping Serv.	Ground Maintenance	4500213683	\$ 42,197.60	\$ 12,922.40
			Stantec Consulting	CEI Prof. Services	4500208896	\$ 144,988.25	\$ 100,466.00
			McGee & Associates	Landscape Arch. Serv.	4500208432	\$ -	\$ -
			Johnson Engineering Inc.	Engineering Services	4500209492	\$ 1,270.50	\$ -
			Capital Contractors	Install Paver Sidewalk	4500210389	\$ 181,853.35	\$ 65,972.00
			Mastec North America	Bury & Activate overhead utilities	4500210804	\$ 1,765,869.40	\$ -
			Florida Power & Light	Materials for Phase IV	4500210839	\$ -	\$ 162,359.00
			Hannula Landscaping	Install Irrigation at Bluebill/Vanderbilt Dr.	4500211928	\$ 9,932.00	\$ 126,332.90
			Q. Grady Minor	Engineering Survey	4500213265	\$ 1,258.00	\$ 5,125.00
			Harts Electrical	Relocation of Dock service	4500214855	\$ 9,040.00	\$ -
			Harts Electrical	Adjust height of inground electrical box	4500215439	\$ -	\$ 200.00
			Southern Signal and Lighting	Adjust elevation of inground junction boxes	4500215438	\$ -	\$ 2,314.05
19		OTHER CONTRACTUAL		\$ 5,539,195.90	\$ 2,164,409.10	\$ 475,691.35	\$ 2,899,095.45
20		POST FREIGHT UPS		\$ 100.00	\$ -	\$ -	\$ 100.00
21		ELECTRICITY	FPL	Electricity	4700004546	\$ 300.00	\$ 249.22
22		WATER AND SEWER	Collier County Utility	Water & Sewer	4700004563	\$ 30,000.00	\$ 21,217.79
23		RENT BUILDINGS	St. John the Evangelist	Meeting Room Rental	4500213101	\$ -	\$ 800.00
24		RENT EQUIPMENT				\$ 300.00	\$ -
25		INSURANCE GENERAL	Collier County	Insurance General		\$ 800.00	\$ 600.00
26		SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500214479	\$ 5,000.00	\$ 2,407.15
27		MULCH				\$ 5,000.00	\$ -
28		LICENCES AND PERMITS				\$ 1,000.00	\$ -
29		CLERKS RECORDING FEES				\$ 2,000.00	\$ -
			Premier Staffing	Transcriptionist Serv.	4500214133	\$ -	\$ 1,702.05
			Premier Staffing	Transcriptionist Serv. (FY21 invoice)	4500215548	\$ -	\$ 222.75
30		OTHER MISCELLANEOUS		\$ 2,500.00	\$ 1,702.05	\$ 920.70	\$ (122.75)
31		OFFICE SUPPLIES		Office Supplies		\$ 300.00	\$ -
32		COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500214501	\$ 300.00	\$ 84.34
33		MINOR OFFICE EQUIP				\$ 300.00	\$ -
34		FERT HERB CHEM	Mar Green Resources	Fertilizer	4500215421	\$ 2,000.00	\$ -
35		OTHER OPER SUPPLIES	Home Depot	Marking Paint	VISA	\$ 200.00	\$ -
36		OPERATING EXPENSE		\$ 5,669,095.90	\$ 2,252,716.11	\$ 494,512.37	\$ 2,921,867.42
37		IMPROVEMENTS GENERAL		\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
38		CAPITAL OUTLAY		\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
39		TRANS TO 111 UNINCOR		\$ 85,000.00	\$ -	\$ -	\$ 85,000.00
40		Budget Trans from Appraiser		\$ 13,100.00	\$ -	\$ 5,916.71	\$ 7,183.29
41		Budget Trans from Tax Collector		\$ 35,000.00	\$ -	\$ 25,829.46	\$ 9,170.54
42		TRANSFERS		\$ 133,100.00	\$ -	\$ 31,746.17	\$ 101,353.83
43		TOTAL BUDGET		\$ 6,302,195.90	\$ 2,252,716.11	\$ 526,258.54	\$ 3,523,221.25

2,068,487,415	FY 10 Final Taxable Value
2,006,897,752	FY 11 Final Taxable Value
1,910,384,837	FY 12 Final Taxable Value
1,904,053,751	FY 13 July 1 Taxable Value
1,945,640,639	FY 14 July 1 Taxable Value
2,044,186,286	FY 15 July 1 Taxable Value
2,195,715,846	FY 16 July 1 Taxable Value
2,385,578,106	FY 17 July 1 Taxable Value
2,560,181,524	FY 18 July 1 Taxable Value
2,673,862,805	FY 19 July 1 Taxable Value
2,806,690,115	FY 20 July 1 Taxable Value
2,874,630,743	FY 21 July 1 Taxable Value
3.00%	Adj. 20 to 21
FY 21	FY 20
0.5000	0.5000
Millage	Millage Cap = .5000
Extension	1,444,891
	1,402,845

Total Available Balance \$ 3,523,221.25
Plus Committed And Not Spent \$ 2,252,716.11

Estimated Cash \$ 5,775,937.36

Estimated Cash Less
Uncollected Ad Valorem Taxes \$ 5,566,310.37

Actual Cash

Prepared on 1-26-22

Immediate History of Conner Park

September 10, 2017, Hurricane Irma came ashore in Florida. When it crossed Conner Park, the winds were out of the north and was rated as a low-grade Category 1 or tropical storm. The blew down all the trees and brush along the north bank of the canal from an original height of 30-40 feet to less than 10 feet and not only resulted in an eyesore but exposed all the residential property on the south bank of the canal to the community.



Barry Williams, Director of Parks and Rec, held a meeting with PTNE to request assistance from the Vanderbilt Beach Beautification MSTU in upgrading the appearance of the park.

The MSTU advisory committee agreed the upgrade would be a benefit to the community and agreed to help.

Shortly thereafter, Public Utilities commence the construction of their Water and Sewer Line replacement project which included a 40 feet wide trench, approximately 160 feet long and 20 feet deep behind the then existing park sign.



That project caused a significant disruption in the area emphasizing the desire by the MSTU to improve the community appearance. The result after utility construction is pictured below.



The Vanderbilt Beach MSTU evaluated the ability expand the project to include the both the northwest and southwest

corners of the intersection of Vanderbilt Drive and Bluebill Avenue to improve the appearance and create a more inviting entrance to the community. There were several features that the Advisory Committee wanted to enhance, including signage, screening utility and landscaping.

A landscape architect was hired to provide a design and a proposed upgrade of both corners. The plans were approved by the Parks and Recreation Division, including clearing 180 feet of brush and vines on the north bank of the canal, adding a hedge to screen the residential properties, installing a decorative fence along the canal bank, designing and constructing new signs on both corners, replacing the cracked concrete sidewalks with new paver sidewalks, screening the lift station with a decorative concrete wall, installing new irrigation and landscape on both corners. The Advisory Committee solicited much community and staff input and made modification to the plans accordingly. The project was completed in December 2021 at a cost of \$800,000.



The modifications created an inspiring entrance to the community and welcomed all to Vanderbilt Beach.

Potential Future Project for Discussion As of February 3, 2022

1. **NW Corner of Vanderbilt Beach Road and Vanderbilt Drive**
Designed and needs to be put out for bid.
2. **Refurbishment of Vanderbilt Drive Landscape**
A landscape design for Vanderbilt Drive will be submitted for Committee consideration upon completion of Conner Park refurbishment.
3. **Paver Cross Walks (3) Bluebill Ave North.**
Dunes and Anchorage have expressed interest. After Phase IV
4. **Celebratory Bench for Charlie Arthur**
During Phase IV
5. **Refurbish bridge of channel on Bluebill**
The Committee suggested cleaning the waterway bridge and/or researching application of a veneer stone.
PM met with Director Road Maintenance July 16 and received somewhat positive feedback.
6. **Install Sidewalks east and west side of Gulf Shore Drive**
The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. A bike path should be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation. Project timeline depends on coordination with Road Maintenance and many issues which were discussed July 16.
7. **Install 8" reuse water line from US41 to Conner Park.**
Vanderbilt Drive has currently annual water bills of around \$35,000 and Conner Park has current water bills of around \$30,000 per year. This is an investigation to see if it makes financial sense to underwrite the cost of the actual water line.