

# ***Vanderbilt Beach M.S.T.U.***

Advisory Committee  
8300 Radio Road  
Naples, FL 34104

**JANUARY 6, 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 – December 2, 2021**

**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 01/06/2022
- B. Phase IV Utility Burial Status
- C. Conner Park Beautification Status and Discussion of total cost
- D. Project Update for the NW Corner of VBVR & VB Drive

**VIII. Old Business**

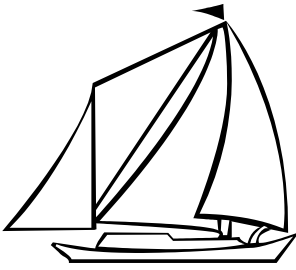
- A. Potential future projects

**IX. New Business**

**X. Public Comment**

**XI. Adjourn**

**NEXT MEETING DATE  
FEBRUARY 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**

DECEMBER 2, 2021

### **I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

### **II. ATTENDANCE**

Advisory Committee:	Bruce Forman – Chairman William Sjostrom – Vice Chair 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 Wendy Warren - Transcriptionist

### **III. APPROVAL OF AGENDA**

***Vice Chair Sjostrom moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Mr. Harris. Carried unanimously 5 - 0.***

### **IV. APPROVAL OF MINUTES**

***Mr. Harris moved to approve the minutes of the November 4, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.***

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

**Mr. Gross** reported:

- Vanderbilt Drive landscape material was trimmed and cleaned.
- Landscaping was treated with pesticide for insect control.
- Turf and shrub fertilization is scheduled for week ending December 11, 2021.
- Strip pattern nozzles were changed and redirected to contain irrigation to the grass area.
- Irrigation heads were repaired as needed.

#### Water Usage

**Mr. Sells** determines irrigation frequency for M.S.T.U. landscaping.

*Ground Zero Landscaping provided a quote to maintain the new landscape installation in Conner Park including the Clusia hedge. Mr. Sells will review the quote and update members at the next meeting.*

**VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee**

**Mr. McGee** presented a landscape design for Vanderbilt Drive noting:

- Breakaway Palms, such as Alexander, Windham and Montgomery Palms, with smaller trunks and non-interfering sight line canopies, would line the walkway.
- ROW Department requirements for root barriers for the trees will be determined.
- Setback for roadway plant placement will be six feet or more.
- Shrub landscape material at the intersections will comply with the FDOT sight window requirement pruning policy of cut to 18 inches, maintain at 24 inches, for sight line visibility. Dwarf Ixora conforms to the standard and offers year-round greenery.
- Perennial Peanut and Eco Turf sod are considerations for ground covers.
- Planting to camouflage utility boxes requires approval of the utility providers, such as Florida Power & Light. An eight (8) foot clear barrier between the box and the planting is required.
- Cooperation with private property owners will be solicited for the renovation.

*Based on member endorsement of the landscape design, Mr. Sells directed Mr. McGee to prepare a cost proposal for presentation to the Committee at the January 2022 meeting.*

**VII. PROJECT MANAGER REPORT – Harry Sells**

**A. Budget Report for 12/02/2021**

Vanderbilt Beach MSTU Fund Budget 143 dated December 2, 2021

- 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(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 pending.
  - Hart’s Electrical – Electrical Maintenance & Repair.
  - Johnson Engineering – Engineering Services, Phase IV Utility.
  - MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV. The firm has indicated an initial invoice is pending.
  - McGee & Associates – Landscape Architecture.
  - Premier Staffing – Transcription Services.
  - Q Grady Minor – Survey Services.
  - Stantec Consulting – CEI Professional Services, Phase IV Utility.
  - Site One Landscape Supply – Irrigation Parts & Pumps.

- 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 \$2,564,870.96, Expenditures of \$173,668.47, and a Budget Remainder (unspent operating funds) of \$2,930,556.47.
- 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 MSTU 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 \$2,564,870.96, Expenditures of \$185,117.66, and a Budget Remainder (unspent operating funds) of \$3,552,207.28. Generally the budget amount of \$6,302,195.90 does not change during the fiscal year.
- Capital Contractors Purchase Order in the amount of \$247,825.35 is for sidewalk paver installation

*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.*

***Mr. Sells will provide a cost summary for the lift station and Conner Park renovation projects.***

#### **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 January 2022 meeting.***

#### **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's, the contractor for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV, ability to manage such a diverse project has resulted in scheduling conflicts and delays.
- 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.
- Two (2) sub-aqueous bores in the tidal creek wetland area are done.
- One (1) low voltage bore between The Anchorage and Marina Bay is complete.

- Bore drilling for an FPL conduit ruptured a water main north of The Anchorage due to inaccurate placement of utility locates resulting in temporary water loss for The Anchorage and Marina Bay condominiums.
- A meeting is scheduled December 3<sup>rd</sup> with the contractor installing four (4) stainless steel conduits to house utility wires, two (2) each for Century Link and Comcast, to be attached to the north bridge.
- MasTec's crew will pull the cable wires through the conduit for FPL and Century Link.
- 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.

**Mr. Sells** noted:

- Construction was halted for one (1) week pending investigation and repair of the underground water main.
- Responsible party for expenses incurred for the water main break due to incorrect placement of utility locates is "to be determined."
- The target completion date of July 2022 is realistic.

**C. Conner Park Beautification Status and Discussion**

**Landscaping and Irrigation**

- The Committee approved the landscape contract for Conner Park in the amount of \$130,677.50 on June 28, 2021.
- Tree, shrub, ground cover and sod installation are completed.
- The final irrigation system part was installed, and water leaks repaired.
- New plants are being irrigated four (4) times a day. Usage will be slowly reduced beginning mid-December.
- Estimated project completion date is week ending December 22, 2021.

*The M.S.T.U. will assume responsibility for irrigation and construction damage to private properties including The Anchorage, The Dunes of Naples and Marina Bay.*

**Public Relations**

The Committee suggested a "Ribbon Cutting Ceremony" style event to celebrate the renovation of Conner Park be scheduled.

*Mr. Sells will coordinate the early 2022 event with Ms. Arnold. Commissioner Solis and the media will be invited to attend.*

**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.

- 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.

- 3. Paver Crosswalks**

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

- 4. Refurbish Bridge of Channel on Bluebill**

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

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

- 5. 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. The project, discussed with the Director of Road Maintenance at a meeting July 16, 2021, depends on coordination with Road Maintenance and resolution of affiliated issues.

- 6. Conners Parking Lot Landscape Renovation**

The parking lot is controlled by the Parks and Recreation Department and implementation requires the department's support.

## **IX. NEW BUSINESS**

**Mr. Sells** distributed an application for permit status report for *One Naples*, a residential community to be constructed on the corner of Vanderbilt Beach Drive and Gulf Shore Drive.

## **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 3:24 P.M.**

**VANDERBILT BEACH MSTU ADVISORY COMMITTEE**

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Bruce Forman, Chairman

The minutes approved by the Board/Committee on \_\_\_\_\_, 2022 “*as submitted*” ☐ or “*as amended*” ☐.

NEXT MEETING DATE:

JANUARY 3, 2022

Claussen Family Center at St. John’s Church

625 111<sup>th</sup> Avenue

NAPLES, FL 34108



VANDERBILT MSTU  
FUND 143  
January 6, 2022  
FY22

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1		CUR AD VALOREM TAX		\$ (1,488,600.00)	\$ -	\$ (1,205,723.14)	\$ (282,876.86)
2		DEL AD VALOREM		\$ -	\$ -	\$ -	\$ -
3		OVERNIGHT INTEREST		\$ -	\$ -	\$ (352.64)	\$ 352.64
4		INVESTMENT INTEREST		\$ (22,000.00)	\$ -	\$ (3,201.80)	\$ (18,798.20)
5		INTEREST TAX COLL.		\$ -	\$ -	\$ -	\$ -
6		REVENUE STRUCTURE		\$ (1,510,600.00)	\$ -	\$ (1,209,277.58)	\$ (301,322.42)
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)	\$ -	\$ (1,209,277.58)	\$ (5,092,918.32)
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	\$ 56,788.00
			Century Link	Engineering Design & Supervision	4500197394	\$ 8,000.00	\$ -
			Ground Zero Landscaping Serv.	Ground Maintenance	4500213683	\$ 46,544.00	\$ 8,576.00
			Stantec Consulting	CEI Prof. Services	4500208896	\$ 179,678.50	\$ 65,775.75
			McGee & Associates	Landscape Arch. Serv.	4500208432	\$ 290.00	\$ -
			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	\$ 136,264.90	\$ -
			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	\$ 20.00	\$ 200.00
			Southern Signal and Lighting	Adjust elevation of inground junction boxes	4500215438	\$ 0.95	\$ 2,314.05
19		OTHER CONTRACTUAL		\$ 5,539,195.90	\$ 2,330,089.60	\$ 310,321.80	\$ 2,898,784.50
20		POST FREIGHT UPS		\$ 100.00	\$ -	\$ -	\$ 100.00
21		ELECTRICITY	FPL	Electricity	4700004546	\$ 300.00	\$ 275.62
22		WATER AND SEWER	Collier County Utility	Water & Sewer	4700004563	\$ 30,000.00	\$ 24,962.44
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	\$ 2,590.63
27		MULCH				\$ 5,000.00	\$ -
28		LICENCES AND PERMITS				\$ 1,000.00	\$ -
29		CLERKS RECORDING FEES				\$ 2,000.00	\$ -
			Premier Staffing	Transcriptionist Serv.	4500214133	\$ -	\$ 1,939.65
			Premier Staffing	Transcriptionist Serv. (FY21 invoice)	TBD	\$ -	\$ 222.75
30		OTHER MISCELLANEOUS				\$ 2,500.00	\$ 1,939.65
31		OFFICE SUPPLIES		Office Supplies		\$ 300.00	\$ -
32		COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500214501	\$ 300.00	\$ 92.48
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	\$ 2,426,938.42
37		IMPROVEMENTS GENERAL				\$ 500,000.00	\$ -
38		CAPITAL OUTLAY				\$ 500,000.00	\$ -
39		TRANS TO 111 UNINCOR				\$ 85,000.00	\$ -
40		Budget Trans from Appraiser				\$ 13,100.00	\$ -
41		Budget Trans from Tax Collector				\$ 35,000.00	\$ -
42		TRANSFERS				\$ 133,100.00	\$ -
43		TOTAL BUDGET				\$ 6,302,195.90	\$ 2,426,938.42

2,068,487,415	FY 10 Final Taxable Value
2,005,897,752	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
2,805,680,115	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	\$ 3,527,333.66
Plus Committed And Not Spent	\$ 2,426,938.42
<b>Estimated Cash</b>	<b>\$ 5,954,272.08</b>

<b>Estimated Cash Less</b>	
Uncollected Ad Valorem Taxes	\$ 5,671,395.22

<b>Actual Cash</b>	
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Prepared on 12-28-21

## Conner Park & Lift Station Totals

	Contractor	Action	Cost
Fence and Signs	Accurate	Build Hill	\$9,160.00
	Hart	Lighting	\$5,511.00
	Capital	Fence and Signs	\$287,050.00
Lift Station	Grady Minor	Engineering	\$29,167.00
	EBL	Build wall	\$69,745.00
Landscape	Stahlman	Irrigation	\$3,000.00
	Hannula	landscape/Irrigation	\$127,264.00
Paver Sidewalks	Capital	pavers	\$247,825
	Southern Signal	Move Elec. Boxes	\$2,315.00
Overall Design	McGee	Landscape Arch.	\$20,000.00
		<b>Total</b>	<b>\$801,037.00</b>

## **Potential Future Project for Discussion As of January 6, 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. **Landscape Conner Park Parking Lot.**  
Needs Parks approval