

# Vanderbilt Beach M.S.T.U.

Advisory Committee 8300 Radio Road Naples, FL 34104

#### FEBRUARY 1, 2024, 2:00 PM

#### **Committee Members and Project Manager will meet at**

Cocohatchee River Marina

13535 Vanderbilt Drive, Naples, FL 34110

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 (11/13/2027)
Bill Sjostrom - Vice Chairman (11/13/2024)
Mark Weber (11/15/2025)
Gabriella R. Miyamoto (11/13/2027)
William Harris (11/13/2024)

Aaron Gross, Ground Zero Landscaping

Mike McGee-McGee & Associates

Judy Sizensky– Project Manager

Rosio Garcia – Operations Coordinator

Wendy Warren, Transcriptionist

III. Approval of the agenda

Staff

- IV. Approval of the Minutes December 7, 2023
- V. Landscape Maintenance Report Aaron Gross, Ground Zero Landscape
- VI. Vanderbilt Drive west side Landscape Discussion-Mike McGee

#### VII. Vanderbilt Drive Refurbishment – Judy Sizensky

- A. Regatta Corner of VB Dr and VB Beach Rd-Bid #23-8188 received 4 quotes. (\$361,000, \$389,172, \$414,947 & \$516,969). Procurement is going through all documents to ensure all required information was submitted.
- B. Crosswalks (6 with 1 alternate) along VB Dr.-Bid documents have been emailed to the GC Contract companies. Bids are due February 6, 2024. Bluebill is the alternate as Road Maintenance does not approve brick pavers over the roadway.
- C. Vanderbilt Dr Landscape- Vanderbilt Beach Rd to Bluebill-New work order to complete plans is in process. Mike McGee will discuss revisions to the initial plans per the new engineering firm.

#### VIII. Project Manager Report Judy Sizensky

- A. Budget FY 24 February 2024
- B. Aaron from Ground Zero will take care of estimate for The Dunes refurbishment from the Utility Burial project.
- C. Greenway Multi-use Bike Path-Vanderbilt Drive-Gulf Shore Drive- CC Road Maintenance visited the site. RWA will submit their design plans. RM will approve then perhaps do the work as well, with MSTU paying them.
- D. Utilities One reimbursed the \$1,985 for the damage done to irrigation.
- E. Solid Pave will provide a quote for the benches.
- IX. Old Business
  - A. Potential Future Projects
- X. New Business
- XI. Public Comment
- XII. Adjourn



# Vanderbilt Beach M.S.T.U

### **Advisory Committee** 8300 Radio Road Naples, FL 34104

**DECEMBER 7, 2023** 

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

**Chair Forman** called the meeting to order at 2:00 P.M. Roll call was taken, and a quorum of four was established. The Pledge of Allegiance was recited.

#### II. ATTENDANCE

Advisory Committee: Bruce Forman – Chair

William Sjostrom – Vice Chair

Mark Weber

Gabriella R. Miyamoto

William Arell Harris (ZOOM)

Staff: Judy Sizensky - Project Manager

Brian Wells – Director, PTNE (Excused) Rosio Garcia – Operations Coordinator

Others: Aaron Gross – Ground Zero Landscaping

Mike McGee – Landscape Architect (Excused)

Wendy Warren - Transcriptionist

Vice Chair Sjostrom motioned to allow Mr. Harris to participate in the meeting as a virtual participant due to extraordinary circumstances. Second by Ms. Miyamoto. Carried unanimously 4-0. A quorum of five was present.

#### III. APPROVAL OF AGENDA

Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee. Second by Vice Chair Sjostrom. Carried unanimously 5 - 0.

#### IV. APPROVAL OF MINUTES

Mr. Weber moved to approve the minutes of the November 2, 2023, Vanderbilt Beach MSTU meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

## V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping Mr. Gross reported:

- The Community landscaping looks good.
- Sod, Dwarf Ixora and mulch were installed in Conner Park.
- A perennial creeping flower, in the sign vicinity will produce pink/orange blooms.

- Areca Palms were pruned.
- Irrigation, run time three (3) days a week, is functioning as intended.

#### The Committee noted:

- The Park District sign incorporated into the Conner Park sign requires painting.
- Ms. Sizensky will contact the Parks and Recreation Department to arrange for refurbishment.

#### **Utility Project**

#### Ms. Sizensky reported:

- Century Link contracted out installation of a padmounted transformer box on the northwest corner of Germaine Avenue and Vanderbilt Drive.
- The abutting property owner reported landscaping of the surrounding area was not restored to its original condition and requested the structure be screened with landscaping.
- A main irrigation line was broken during a "road cut" to install the new cable lines.
- Ms. Sizensky contacted the subcontractors identified on the permit, Utilities One and Premier Quality Drilling, who performed the work and met with them on-site to assess the damage.
- Ground Zero Landscaping repaired the broken irrigation line.
- The MSTU invoiced the contractor for the repair.

#### VI. VANDERBILT DRIVE WEST SIDE LANDSCAPE - Mike McGee

**Mr. McGee** will present final plans for landscaping the west side of Vanderbilt Drive from Palm Court to Bluebill Avenue to the Committee at the February 2024 meeting.

#### VII. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

## A. Regatta Corner of Vanderbilt Beach Drive and Vanderbilt Beach Road Ms. Sizensky reported:

- The full bid solicitation, processed through the Procurement Division and posted on Bid-Sync, is due January 5, 2024.
- Three (3) contractors participated in an on-site meeting.
- Proposals will be reviewed, and the contract awarded to the lowest qualified bidder.
- With Committee recommendation, the contract proposal will be presented to the Board of County Commissioners (BCC) for consideration.
- The project will be scheduled for the second or third quarter of 2024.
- Coordination of the landscape projects at Vanderbilt Drive and The Regatta Vanderbilt Beach with the crosswalk project will be considered.

### B. Crosswalks (6 with 1 alternate) Along Vanderbilt Beach Drive

#### Ms. Sizensky reported:

• Trebilcock Consulting Solutions and McGee & Associates completed engineering and construction plans for six (6 with 1 alternate) ADA compliant paver crosswalks on Vanderbilt Drive.

- Three (3) of the crosswalks will be constructed north of The Regatta, three (3) at The Anchorage, The Dunes of Naples, and Marina Bay and one (1-alternate) at Bluebill Avenue.
- The bid solicitation documents have been submitted to the Procurement Division for review.
- The Request for Quote (RFQ) will be distributed to the vendor(s) on Collier County General Contractors Contract #19-7525 after January 2024.

### C. Vanderbilt Drive Landscape – Vanderbilt Beach Road to Bluebill Avenue Landscape West Side Vanderbilt Drive

#### Ms. Sizensky reported:

- A work order has been issued for completion of the landscape plans for the west side of Vanderbilt Drive.
- The environmentally conscious design incorporates revisions recommended by the new engineering firm.
- Plans, to be presented at the February 2024 meeting, will include a Landscape Planting Plan, an Irrigation Plan, and a Plant Schedule for reference. Conformance to the twenty-four (24) inch high sightline standard at intersections will be ensured.
- A drip line irrigation system will be installed to ensure adequate water supply to the landscaping.
- An *Opinion of Cost* on completion of final construction drawings will be provided by McGee & Associates.
- The Collier County General Contractors Contract #19-7525 will be utilized.
- With the Committee endorsement of McGee & Associates plans, a Scope of Work (SOW) will be prepared, and an Invitation to Bid sent to contractors.
- The Road Maintenance Division will review the plans for impacts on utilities in the vicinity.

#### VIII. PROJECT MANAGER REPORT – Judy Sizensky

#### A. Budget FY-24

Vanderbilt Beach MSTU Fund 1617 Budget for December 7, 2023, prepared December 5, 2023.

#### **Purchase Orders**

- 1. Collier County Utilities Water and Sewer.
- 2. FPL Electricity.
- 3. Ground Zero Landscaping
  - o Incidentals are for landscape refurbishment and miscellaneous.
  - o Ground Maintenance includes Conner Park and irrigation repairs.
- 4. MasTec North America Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- 5. McGee & Associates Landscape Architecture Refurbishment of Vanderbilt Drive, Regatta Landscaping and The Dunes of Naples projects.
- 6. Premier Staffing Transcription Services.
- 7. Q Grady Minor & Associates West Vanderbilt Drive Sidewalks.
- 8. Site One Landscape Supply Irrigation Parts & Pumps.

#### **Budget Summary**

- a. Line 1, Ad Valorem Tax Millage: Millage assessed is \$1,756,300 of which \$588,932 has been collected leaving a balance of \$1,167,368 to collect.
- b. Line 10, Carry Forward Unexpended prior year funds of \$4,780,100.
- c. Line 14, Total Revenue \$7,591,059, including investment interest, transfers, and contributions.
- d. Line 36, Operating Expense Of the \$6,761,159 budgeted, \$\$1,221,799 is committed on existing Purchase Orders and \$32,620 has been spent, leaving a budget remainder of \$5,506,740 available within budget for additional operating expenses as needed.
- e. Line 38, Capital Outlay Budgeted at \$650,000, is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
- f. Line 39, Transfer to Fund 111 Of the \$96,000 budgeted, \$0 has been transferred and \$96,000 remains for transfer (PTNE Staff and support).
- g. Line 43, Transfer Construction Of the \$50,500 Budgeted, \$15,564 has been transferred and a balance of \$34,936 remains for transfer (Property Appraiser and Tax Collector).
- h. Line 44, Capital Reserves Of the \$33,400 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, \$0 has been spent and a balance of \$33,400 remains.
- j. Line 46, Total Budget Of the \$7,591,058.77, tabulated commitments to existing purchase orders total \$1,221,799, \$48.184 has been expended leaving a remainder of \$6,321,076 available for MSTU expenditures.

#### General

- a. Available funds are sufficient to satisfy outstanding invoices for Phase IV Utility Burial Project, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive, the Vanderbilt Drive landscape renovation project, and the crosswalks.
- b. Some FY-23 financial Commitments carried forward to FY-24.
- c. MasTec has an outstanding financial commitment of \$1,038,883 for Phase IV construction.
  - The third payment has been made.
  - **Ms. Sizensky** will prepare an *Executive Summary* for final payment approval from the Board of County Commissioners (BCC).
  - MasTec's final payment is anticipated to be under budget.
- d. The Q Grady Minor and Associates Purchase Order in the amount of \$76,976, covers Construction, Engineering, and Inspection (CEI) work for the landscaping project at the Regatta of Naples.
- e. FY-24 millage rate of 0.5000 will fund future projects, as well as the existing MSTU assets identified in the Capital Asset Management Plan, updated annually.
- f. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
- g. Funds collected by the Vanderbilt Beach MSTU cannot be utilized outside of the MSTU.

#### B. The Dunes of Naples Landscape Refurbishment

#### Ms. Sizensky reported:

- A work order is in process for McGee & Associates development of plans to refurbish the landscaping along the roadway at The Dunes of Naples damaged during the Utility Burial project.
- The plans will be presented to the Committee at the February meeting.
- Homeowner Association approval of the landscape plan is required.

### C. Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive Ms. Sizensky reported:

- A ten (10) foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- An on-site meeting will be scheduled with the Road Maintenance Division engineer to communicate project goals and solicit recommendations for improvements. One option may be to patch the area to address the situation.
- The MSTU would reimburse Road Maintenance for the cost of the project.

#### Committee discussion:

- Concern was expressed that patching may not resolve the flooding issue.
- Consideration should be given to elevating and reconstructing the entire twenty-four hundred (2400) foot pathway.
- The cost of the reconstruction project would be the responsibility of the MSTU.

#### IX. OLD BUSINESS

#### A. Potential Future Projects

Consideration will be given to new projects to be undertaken by the MSTU in 2024 and 2025. Current considerations include:

#### 1. Refurbish Bridge of Channel on Bluebill Avenue

**Ms. Sizensky** will meet with the Road Maintenance Division to discuss cleaning the waterway bridge.

#### 2. Install Sidewalks East and West Side of Gulf Shore Drive

Ms. Sizensky reported:

- The Road Maintenance Division will be contacted regarding renovation and repairs to the sidewalk on the west side of Gulf Shore Drive.
- County sidewalks require repair if the walkway poses a trip hazard. A "trip hazard" is defined as a variance of three quarter (3/4) inches or more between two slabs.
- Consideration will be given to installation of concrete slabs in non-paver areas (residential and business driveways).
- Water retention will be evaluated.
- The MSTU would reimburse Road Maintenance for the project.
- A study by Jacobs Engineering in 2019 determined installation of a sixty-nine hundred (6900) linear foot sidewalk on the east side of Gulf Shore Drive from Vanderbilt Beach Road to Bluebill Avenue was not feasible due to Right of Way (ROW) limitations.

Ms. Sizensky will determine the areas of improvement, calculate measurements, and solicit cost estimates for the project.

#### X. NEW BUSINESS

#### A. January Meeting Schedule

Ms. Miyamoto motioned to reschedule the January 4, 2024, meeting to February 1, 2024. Second by Vice Chair Sjostrom. Carried unanimously 5 – 0.

XI.	PUBLIC AND COMMITTEE COMMENTS
	None

#### XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:58 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

The minutes approved by the Board/Committee on \_\_\_\_\_\_\_\_\_,2024 "as submitted" [\_\_\_] or "as amended" [\_\_\_].

Bruce Forman, Chair

NEXT MEETING DATE:
FEBRUARY 1, 2024 - 2:00 P.M.
Collier County Library Headquarters Branch – Sugden Theater
2385 Orange Blossom Drive
Naples, FL 34109

#### VANDERBILT MSTU FUND 161700000 Feberuary 1, 2024

		Vendor	Item FY2:			Budget		Commitments	F	xpenditures		Total
1	CUR AD VALOREM TAX	Vendor	nem	10#	\$	(1.756.300.00)		-		(1,450,182.26)	\$	(306,117.74)
	DEL AD VALOREM				\$	( ),	\$	_	<u> </u>	(1,100,102,20)	\$	-
	OVERNIGHT INTEREST				\$		\$	_	\$	(22,113.94)	\$	22,113.94
	INVESTMENT INTEREST				\$	(28,000.00)			\$	(7,021.04)		(20,978.96)
5	INTEREST TAX COLL.				\$	- 1	\$		\$	(1,367.41)	\$	1,367.41
6	REVENUE STRUCTURE				\$	(1,784,300.00)	\$	-	\$	(1,480,684.65)	\$	(303,615.35)
7	TRANSFERS FROM PROP APP				\$	14,300.00	\$	-	\$	6,987.89	\$	7,312.11
8	TRANSFERS FROM TAX COLL				\$	36,200.00	\$	-	\$	29,253.65	\$	6,946.35
9	REIMBURSEMENT -INTERDEPT.				\$	-	\$	-	\$	-	\$	-
10	CARRY FORWARD GEN				\$	(4,780,100.00)	\$	-	\$	-	\$	(4,780,100.00)
	CARRY FOR OF ENCUMB AMT				\$	(1,115,858.77)	\$	-	\$	-	\$	(1,115,858.77)
	NEG 5% EST REV				\$	89,200.00	_	-	\$		\$	89,200.00
13	TRANSFERS & CONTRIB				\$	(5,806,758.77)	\$	-	\$	36,241.54	\$	(5,843,000.31)
14	TOTAL REVENUE				\$	(7,591,058.77)	\$	-	\$	(1,444,443.11)	\$	(6,146,615.66)
15	SURVEYING FEES				\$	10,000.00	\$	-	\$	-	\$	10,000.00
16	INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$	8,700.00	\$	4,350.00	\$	4,350.00	\$	-
	INTERDEPT PAYMENT	Collier County	Real Property Department	Direct Pay	\$	1,000.00	\$	_		, , , , , , , , , , , , , , , , , , ,	\$	1,000.00
	IIII IIII IIII	Ground Zero Landscaping Serv	Landscape Incidentals	4500226992	\$	100,000.00	•	41,551.37	\$		\$	1,000.00
		Ground Zero Landscaping Serv	Lanuscape incluentals	4500220992	_	100,000.00	Φ	41,551.57	Φ	-,	•	-
					\$	-	<b>—</b>				\$	-
		Real Property	Easement		\$	-	_					
18	LANDSCAPE INCIDENTALS				\$	100,000.00	\$	41,551.37	\$	15,448.63	\$	43,000.00
									\$	-		
		Ground Zero Landscaping Serv.	Ground Maintenance	4500226992			\$	12,475.00	\$	18,085.00		
				4500040004				070 004 70		222.257.22		
		Mastec North America	Bury & Activate overhead utilities	4500210804			\$	678,024.78	\$	360,857.99		
1		RCV Invoice # 100031 Utiltites C	ne I				₩		\$	(1,985.00)		
							₩		_			
							_		_			
		O Crady Minor	MO West Vanderhilt Dr Sidewelles	4500225615			•	76.076.00	_			
		Q Grady Minor	WO West Vanderbilt Dr Sidewalks	4500225615			Ф	76,976.00	_			
10	OTHER CONTRACTUAL				¢	6,569,658.77	•	767,475.78	•	376,957.99	\$	5,425,225.00
	POST FREIGHT UPS				\$	100.00		707,473.70	Ψ_	•	\$	100.00
	ELECTRICITY	FPL	Electricity	4700004865	\$	700.00	_	400.00			\$	300.00
	WATER AND SEWER	Collier County Utility	Water & Sewer	4700004803	\$	50,000.00			\$		\$	15,000.00
	RENT BUILDINGS	St. John the Evangelist	Meeting Room Rental	Working on PO REQ		1,000.00	Ψ	,	\$	100.00		900.00
	INSURANCE GENERAL	Collier County	Insurance General	Direct	\$	600.00	•		\$		\$	900.00
	SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500227226	\$	5,000.00			\$	374.26	-	2,000.00
	MULCH	Site Site	ingation ratio	7000221220	\$	5,000.00	Ψ	2,020.74	Ψ		\$	5,000.00
	LICENCES AND PERMITS				\$	2,000.00	$\vdash$				\$	2,000.00
	CLERKS RECORDING FEES				\$	1,000.00	$\vdash$				\$	1,000.00
	Legal Advertisment	NDN		4500227814	*	.,500.00	\$	562.50	\$		\$	(650.00)
30	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist Serv.	4500227789	\$	2,500.00	_		\$		\$	(000.00)
	OFFICE SUPPLIES	- ······ - ···························	Office Supplies		\$	200.00	Ť	.,	Ť		\$	200.00
	COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500227043	\$	200.00	\$	115.49	\$	34.51	_	50.00
	PERSONAL SAFETY		, (		Ť		Ť		<u> </u>		\$	-
	FERT HERB CHEM				\$	3,000.00	\$	-			\$	3,000.00
	OTHER OPER SUPPLIES				\$	500.00	Ė				\$	500.00
36	OPERATING EXPENSE					6,761,158.77	\$	837,559.57	\$		\$	5,508,625.00
	IMPROVEMENTS GENERAL				\$	650,000.00	_		\$		\$	650,000.00
	CAPITAL OUTLAY				\$	650,000.00	_		\$		\$	650,000.00
					Ψ				Ψ		_	
	TRANS TO 111 UNINCOR				2	96 000 00	\$	_		T	\$	96 UUU UU
39	TRANS TO 111 UNINCOR TRANSFERS				\$ <b>\$</b>	96,000.00 <b>96,000.00</b>		-	\$		\$ <b>\$</b>	96,000.00 <b>96,000.00</b>

#### VANDERBILT MSTU FUND 161700000 Feberuary 1, 2024

4	Budget Trans from Appraiser	FY24	\$	14,300.00	\$ -	\$ 6,987.89	\$ 7,312.11
4:	P Budget Trans from Tax Collector		\$	36,200.00	\$ -	\$ 29,253.65	\$ 6,946.35
4:	TRANSFERS CONST		\$	50,500.00	\$ -	\$ 36,241.54	\$ 14,258.46
4	RESV For Capital Out		\$	33,400.00	\$ -	\$ -	\$ 33,400.00
4:	RESERVES		\$	33,400.00	\$ -	\$ -	\$ 33,400.00
4	TOTAL BUDGET		\$ 7	7,591,058.77	\$ 837,559.57	\$ 451,215.74	\$ 6,302,283.46

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		
2,805,690,115	FY 20 July 1 Taxable Value		
2,874,630,743	FY 21 July 1 Taxable Value		
2,977,182,419	FY22 July 1 Taxable Value		
3,404,417,979	FY23 July 1 Taxable Value		
3,512,537,975	FY24 July 1 Taxable Value		
	3.28%		
	FY 24	FY 23	

Plus Commited And Not Spent  Estimated Cash	\$ 837,559.57 <b>7,139,843.03</b>
Total Available Balance	\$ 6,302,283.46

Estimated Cash Less	
Uncollected Ad Valorem Taxes	\$ 6,833,725.29

Actual Cash	

Prepared on 01/22/2024

### Potential Future Project for Discussion As of November 2, 2023

#### 1. Refurbish bridge of channel on Bluebill

The Committee suggested cleaning the waterway bridge and/or researching application of a veneer stone.

PM will meet with new Road Maintenance Management as soon as possible.

#### 2. 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 Capital Planning. PM will discuss with Road Maintenance during planned meeting.