



Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

APRIL 4, 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	
	Judy Sizensky- Project Manager	
	Rosio Garcia – Operations Coordinator	
	Wendy Warren, Transcriptionist	

III. Approval of the agenda

IV. Approval of the Minutes – March 7, 2024

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

VI. 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). The DELORA is in process by McGee. This is the process to verify the Contractor prior to award.
- B. Crosswalks (6 with 1 alternate) along VB Dr.-One (1) Bid was received from Ajax Paving. The total bid is \$789,001.50. The opinion of cost is \$377,835.00. The bid was sent out again and due by 5:00 pm today (April 4th). If they come in over the OPC, a formal solicitation will go forward.
- C. Vanderbilt Dr Landscape- Vanderbilt Beach Rd to Bluebill-Discuss if our contracted landscaper can refurbish by sections.

VII. Project Manager Report Judy Sizensky

- A. Current Budget FY 24 - April 2024
- B. Aaron from Ground Zero completed the first refurbishment at The Dunes. The community facility person said it looks great! The other (2) areas will be completed in June.
- C. Greenway Multi-use Bike Path-Vanderbilt Drive-Gulf Shore Drive- The work order for RWA was approved. They will begin the preliminary work and submit construction plans once completed. RM will approve then perhaps do the work as well, with MSTU paying them.
- D. One (1) quote for the bench and sidewalk installation on Gulf Shore Drive was received from Capital Construction for \$25,250.00. Procurement is reviewing if approval will be given. If not, we will have to request quotes again to see if we receive any additional.

VIII. Old Business

IX. New Business

- A. Decorative fence and additional plantings at Connor Park-Parks & Rec and Ground Zero will walk the park on April 9th.

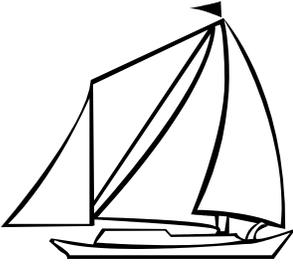
X. Public Comment

XI. Adjourn

NEXT MEETING DATE

MAY 2, 2024

COCOHATCHEE RIVER MARINA, 13535 VANDERBILT DR, NAPLES, FL 34110



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

MARCH 7, 2024

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Sizensky called the meeting to order at 2:01 P.M. Roll call was taken, and a quorum of five 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

Staff: Judy Sizensky - Project Manager
Brian Wells – Director, PTNE (ZOOM)
Rosio Garcia – Operations Coordinator

Others: Aaron Gross – Ground Zero Landscaping
Mike McGee – Landscape Architect (Excused)
Wendy Warren - Transcriptionist

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Vice Chair Sjostrom moved to approve the minutes of the February 1, 2024, 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.
- Irrigation breaks were repaired.

Comments

Ms. Sizensky

- A budget estimate for costs to maintain Parks and Recreation landscaping in Conner Park will be requested from the Department.

- The Park District logo sign incorporated into the Conner Park sign needs painting.
- The Parks and Recreation Department will be contacted to arrange for refurbishment.

VI. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

A. Regatta Corner of Vanderbilt Drive and Vanderbilt Beach Road

- Four (4) bids were received ranging in cost from \$361,000 to \$516,969.
- The Procurement Division recommended the contract be awarded to Infinite Construction LLC. in the amount of \$389,172.00.
- 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 quarter of 2024.
- Coordination of the project with the crosswalk and bench installation projects will be considered.
- Ground Zero Landscaping will participate in preliminary meetings with the contractor to ensure the irrigation system is designed and installed correctly.

Mr. Harris motioned to recommend the Board of County Commissioners award the contract for the renovation of the corner of Vanderbilt Drive and Vanderbilt Beach Road at The Regatta Vanderbilt Beach to Infinite Construction, LLC. in the amount of \$389,172.00. Second by Ms. Miyamoto. Carried unanimously 5 – 0.

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

Ms. Sizensky reported:

- Three (3) of the paver crosswalks will be constructed north of The Regatta, three (3) at The Anchorage, The Dunes of Naples, and Marina Bay and 1-alternate at Bluebill Avenue.
- Bluebill Avenue is the alternate as the Road Maintenance Division does not approve brick pavers over the roadway.
- One bid for six (6) crosswalks in the amount of \$780,001.50 was received from Ajax Paving to the Request for Quote (RFQ) distributed to the vendor(s) on Collier County General Contractors Contract #19-7525. The *Opinion of Cost* was \$377,835.00.
- The project will now be coordinated through the Procurement Division and a Scope of Work (SOW) for the project posted on Bid-Sync for quotes from General Contractors.

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

Ms. Sizensky reported:

- A work order will be issued for completion of the landscape plans for the west side of Vanderbilt Drive.
- Mr. McGee will discuss revisions to the initial plans with the new engineering firm.
- The package will include a Landscape Planting Plan, an Irrigation Plan, and a Plant Schedule for reference.
- The 24 inch high sightline standard at intersections will be adhered to.
- 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 area of the project.
- The work will be considered upon completion of the Regatta Corner of Vanderbilt Beach Drive and Vanderbilt Beach Road landscape project and sidewalk installation on the east side of Vanderbilt Drive.
- Final plans for landscaping the west side of Vanderbilt Drive from Palm Court to Bluebill Avenue will be presented to the Committee at a future meeting.

VII. PROJECT MANAGER REPORT – Judy Sizensky

Ms. Sizensky reported:

A. Budget FY-24

Vanderbilt Beach MSTU Fund 1617 Budget for March 7, 2024, prepared February 29, 2024.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Ground Zero Landscaping –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - 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. Premier Staffing – Transcription Services.
6. 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 \$1,519,521 has been collected leaving a balance of \$236,778 to collect.
- b. Line 10, Carry Forward – Unexpended prior year funds of \$4,780,100.
- c. Line 14, Total Revenue - \$7,591,058, including investment interest, transfers, and contributions.
- d. Line 36, Operating Expense - Of the \$6,761,158 budgeted, \$756,884 is committed on existing Purchase Orders and \$496,105 has been spent, leaving a budget remainder of \$5,508,169 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, \$37,628 has been transferred and a balance of \$12,871 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, tabulated commitments to existing purchase orders total \$756,884, \$533,733 has been expended leaving a remainder of \$6,300,440 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 crosswalks, the Vanderbilt Drive landscape renovation project, and the Greenway Multi-Use Path.
- b. Some FY-23 financial Commitments carried forward to FY-24.
- c. MasTec has an outstanding financial commitment of \$624,622.49 for Phase IV construction.
 - Ms. Sizensky received approval of the *Executive Summary* for final payment approval from the Board of County Commissioners (BCC) on January 9, 2024.
 - MasTec’s final payment is anticipated to be under budget.
- d. The Q Grady Minor & 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

- Ground Zero Landscaping submitted Estimates # 653 in the amount of \$\$8,462.62, #654 in the amount of \$13,610.56 and #655 in the amount of \$15,721.01 for landscape refurbishment to camouflage utility boxes and enhance the lake and roadway areas damaged during the Utility Burial Project.

Ms. Miyamoto motioned to approve Ground Zero Landscaping Estimates #653, #654 and #655, dated January 31, 2024, in the amount of \$37,794.19, to refurbish landscaping damaged by the Utility Burial Project at The Dunes of Naples. Second by Vice Chair Sjoström. Carried unanimously 5 – 0.

C. Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive

- A 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.
- RWA submitted a proposal on September 15, 2023, for Design and Construction Phase Services in the amount of \$58,500.00.
- RWA’s *Opinion of Cost* to raise seventy-five (75) percent of the twenty-four hundred (2400) foot pathway approximately eight (8) inches is \$274,586.00 including a thirty (30) percent contingency fee.
- The total cost of the project is estimated at \$333,086.00 which includes RWA’s proposal of \$58,500.00 for the engineering services associated with the design and construction phases of the work.
- RWA’s work order will be subject to the provisions of Contract #18-7432-CE.

- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

Mr. Harris motioned to approve funds not-to-exceed \$350,000.00 for refurbishment of the bike and pedestrian path north of The Dunes of Naples community. Second by Ms. Miyamoto. Carried unanimously 5 – 0.

D. Irrigation Repair Reimbursement

- Reimbursement in the amount of \$1985.00 was received from Utilities One for the cost incurred by the MSTU to repair a main irrigation line broken during a “road cut” to install new cable utilities at Germaine Avenue and Vanderbilt Drive.

E. Benches

- Capital Contractors submitted a cost proposal #100826 in the amount of \$25,250.00 for construction of ADA compliant brick paver pads, installation of 2 benches (one new, one reconstructed) and 175 feet of concrete sidewalk installation at *Le Dauphin* and *Moraya Bay* on Gulf Shore Drive.

Ms. Miyamoto motioned to approve Capital Contractors Estimate #100826, dated February 19, 2024, in the amount of \$25,250.00, to install two ADA compliant paver pads and benches and one hundred seventy-five (175) feet of concrete sidewalk on Gulf Shore Drive.

IX. OLD BUSINESS

A. Potential Future Projects

Ms. Sizensky reported:

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

1. Decorative Wall Extension Conner Park

- The Committee suggested the decorative post and rail wall on the south side of the park be extended approximately 150 feet with columns spaced 15 feet apart.
- The Parks and Recreation Department must approve the fence extension before the project can be initiated.

X. NEW BUSINESS

Traffic Signal Box

Ms. Sizensky reported:

- Relocation of the County’s Traffic Signal Box on the northwest corner of Vanderbilt Drive to the Right of Way (ROW) on the south side of Vanderbilt Beach Road would improve the appearance of the landscaped areas at The Regatta Vanderbilt Beach.
- Traffic Operations estimated the cost to relocate the utility would be \$100,000.00.
- The Traffic Operations Division would perform the work utilizing their contractor and invoice the MSTU for the expense.
- Ms. Sizensky will consult with Traffic Ops to seek guidance on implementing the project.

Vice Chair Sjostrom motioned to approve funds not-to-exceed \$100,000.00 to relocate the County’s Traffic Signal Utility Box to the south side of Vanderbilt Beach Road. Second by Ms. Miyamoto. 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 3:02 P.M.

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

Bruce Forman, Chair

The minutes approved by the Board/Committee on _____, 2024 “*as submitted*” [___] or “*as amended*” [___].

NEXT MEETING

APRIL 4, 2024 - 2:00 P.M.
Cocohatchee River Marina
13535 Vanderbilt Drive
Naples, FL 34110

VANDERBILT MSTU
FUND 161700000
April 4, 2024

		Vendor	Item	FY24 PO#	Budget	Commitments	Expenditures	Total
1	CUR AD VALOREM TAX				\$ (1,756,300.00)	\$ -	\$ (1,557,342.51)	\$ (198,957.49)
2	DEL AD VALOREM				\$ -	\$ -	\$ -	\$ -
3	STATE REVENUE						\$ (64,023.57)	\$ 64,023.57
4	OVERNIGHT INTEREST				\$ -	\$ -	\$ (54,613.24)	\$ 54,613.24
5	INVESTMENT INTEREST				\$ (28,000.00)	\$ -	\$ (14,535.09)	\$ (13,464.91)
6	INTEREST TAX COLL.				\$ -	\$ -	\$ (1,367.41)	\$ 1,367.41
7	REVENUE STRUCTURE				\$ (1,784,300.00)	\$ -	\$ (1,691,881.82)	\$ (92,418.18)
8	TRANSFERS FROM PROP APP				\$ -	\$ -	\$ -	\$ -
9	TRANSFERS FROM TAX COLL				\$ -	\$ -	\$ -	\$ -
10	REIMBURSEMENT -INTERDEPT.				\$ -	\$ -	\$ -	\$ -
11	CARRY FORWARD GEN				\$ (4,780,100.00)	\$ -	\$ -	\$ (4,780,100.00)
12	CARRY FOR OF ENCUMB AMT				\$ (1,115,858.77)	\$ -	\$ -	\$ (1,115,858.77)
13	NEG 5% EST REV				\$ 89,200.00	\$ -	\$ -	\$ 89,200.00
14	TRANSFERS & CONTRIB				\$ (5,806,758.77)	\$ -	\$ -	\$ (5,806,758.77)
15	TOTAL REVENUE				\$ (7,591,058.77)	\$ -	\$ (1,691,881.82)	\$ (5,899,176.95)
16	SURVEYING FEES				\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
17	INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$ 8,700.00	\$ 4,350.00	\$ 4,350.00	\$ -
18	INTERDEPT PAYMENT	Collier County	Real Property Department	Direct Pay	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
		Ground Zero Landscaping Serv	Landscape Incidentals	4500226992	\$ 100,000.00	\$ 37,726.37	\$ 19,273.63	\$ -
					\$ -	\$ -	\$ -	\$ -
		Real Property	Easement		\$ -	\$ -	\$ -	\$ -
19	LANDSCAPE INCIDENTALS				\$ 100,000.00	\$ 37,726.37	\$ 19,273.63	\$ 43,000.00
		Ground Zero Landscaping Serv.	Ground Maintenance	4500226992		\$ 3,265.00	\$ 27,295.00	
							\$ -	
	FINAL INVOICE SUBMITTED-\$216K	Mastec North America	Bury & Activate overhead utilities	4500210804		\$ 624,622.49	\$ 414,260.28	
	\$408K will go back to budget	RCV Invoice # 100031 Utilites One					\$ (1,985.00)	
		Q Grady Minor	WO West Vanderbilt Dr Sidewalks	4500225615		\$ 76,976.00		
		Capital Contractors	Sidewalk and bench refurbishment	no PO yet		\$ 25,250.00		
20	OTHER CONTRACTUAL				\$ 6,569,658.77	\$ 730,113.49	\$ 439,570.28	\$ 5,399,975.00
21	POST FREIGHT UPS				\$ 100.00	\$ -	\$ -	\$ 100.00
22	ELECTRICITY	FPL	Electricity	4700004865	\$ 700.00	\$ 400.00	\$ -	\$ 300.00
23	WATER AND SEWER	Collier County Utility	Water & Sewer	4700004940	\$ 50,000.00	\$ 1,172.57	\$ 33,827.43	\$ 15,000.00
24	RENT BUILDINGS	St. John the Evangelist	Meeting Room Rental	Working on PO REQ	\$ 1,000.00	\$ -	\$ 100.00	\$ 900.00
25	INSURANCE GENERAL	Collier County	Insurance General	Direct	\$ 600.00	\$ 300.00	\$ 300.00	\$ -
26	SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500227226	\$ 5,000.00	\$ 1,829.95	\$ 1,626.05	\$ 1,544.00
27	MULCH				\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
28	LICENCES AND PERMITS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
29	CLERKS RECORDING FEES				\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
30	Legal Advertisement	NDN		4500227814		\$ 562.50	\$ 87.50	\$ (650.00)
31	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist Serv.	4500227789	\$ 2,500.00	\$ 1,564.45	\$ 935.55	\$ -
32	OFFICE SUPPLIES		Office Supplies		\$ 200.00	\$ -	\$ -	\$ 200.00
33	COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500227043	\$ 200.00	\$ 97.80	\$ 52.20	\$ 50.00
34	PERSONAL SAFETY				\$ -	\$ -	\$ -	\$ -
35	FERT HERB CHEM				\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
36	OTHER OPER SUPPLIES				\$ 500.00	\$ -	\$ -	\$ 500.00
37	OPERATING EXPENSE				\$ 6,761,158.77	\$ 778,117.13	\$ 500,122.64	\$ 5,482,919.00
38	IMPROVEMENTS GENERAL				\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
39	CAPITAL OUTLAY				\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
40	TRANS TO 111 UNINCOR				\$ 96,000.00	\$ -	\$ 96,000.00	\$ -

VANDERBILT MSTU
 FUND 161700000
 April 4, 2024

41	TRANSFERS				\$ 96,000.00	\$ -	\$ 96,000.00	\$ -
42	Budget Trans from Appraiser				\$ 14,300.00	\$ -	\$ 10,440.19	\$ 3,859.81
43	Budget Trans from Tax Collector				\$ 36,200.00	\$ -	\$ 31,396.85	\$ 4,803.15
44	TRANSFERS CONST				\$ 50,500.00	\$ -	\$ 41,837.04	\$ 8,662.96
45	RESV For Capital Out				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
46	RESERVES				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
47	TOTAL BUDGET				\$ 7,591,058.77	\$ 778,117.13	\$ 637,959.68	\$ 6,174,981.96

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

Total Available Balance \$ 6,174,981.96
 Plus Committed And Not Spent \$ 778,117.13

Estimated Cash \$ 6,953,099.09

**Estimated Cash Less
 Uncollected Ad Valorem Taxes \$ 6,754,141.60**

Actual Cash

Prepared on 03/28/2024 Z