

# Vanderbilt Beach M.S.T.U.

Advisory Committee  
8300 Radio Road  
Naples, FL 34104

MAY 2, 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 – April 4, 2024

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

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 complete and with Procurement for review. An award should come soon and then to BCC for approval, hopefully in June 2024 and begin construction right after that!
- B. Crosswalks (6 with 1 alternate) along VB Dr.-(2) Bids were received on the second request. \$789,001 & \$397,124. The opinion of cost is \$377,835.00. we move forward with the \$397,124 bid.
- C. Vanderbilt Dr Landscape- Vanderbilt Beach Rd to Bluebill-Ground Zero Landscaping will begin the installation of the plantings the end of May 2024.

VII. Project Manager Report Judy Sizensky

- A. Current Budget FY 24 - May 2024
- B. The plantings around the utility boxes at The Dunes is complete. The sod will be installed 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. Capital Construction received the PO for the bench and sidewalk repair. They have submitted a sketch to permitting and should begin in the next 2 weeks.

VIII. Old Business

IX. New Business

- A. Decorative fence was measured and I will get quotes to install the 62' additional feet. Additional plantings at Connor Park will be installed next.

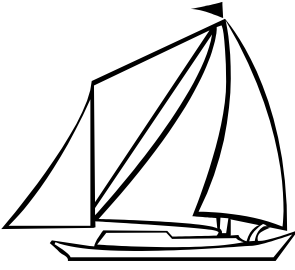
X. Public Comment

XI. Adjourn

NEXT MEETING DATE

JUNE 6, 2024

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



# Vanderbilt Beach M.S.T.U

## Advisory Committee

8300 Radio Road  
Naples, FL 34104

APRIL 4, 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 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  
Wendy Warren - Transcriptionist

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

### III. APPROVAL OF AGENDA

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

### IV. APPROVAL OF MINUTES

*Vice Chair Sjostrom moved to approve the minutes of the March 7, 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.
- Fertilizer, primarily for the Conner Park area, will be applied in April.

## Comments

### Ms. Sizensky

- A Purchase Order will be issued for Site One Landscape Supply, Inc.

## 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.
- The DELORA to verify the credentials of the contractor prior to issuance of the award is being processed by McGee & Associates.
- 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.

### 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 \$789,001.50 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 (OPC) was \$377,835.00. The variance between the first bid and the OPC prompted a second bid solicitation, due April 4, 2024.
- If the second round of bids exceeds the OPC a Scope of Work (SOW) for the project will be coordinated through the Procurement Division to solicit quotes from General Contractors.

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

Ms. Sizensky reported:

#### Scenario 1: McGee & Associates Renovation Plans

- Revisions to the 60% complete plans for the landscape renovation of the west side of Vanderbilt Drive are being reviewed with the new engineering firm.
- 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 around the project area.
- 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.

Scenario 2: Ground Zero Landscaping Reurbishment

- Sections of Vanderbilt Drive west of the sidewalk, from Vanderbilt Beach Road to Bluebill Avenue, could be landscaped by Ground Zero.
- Landscaping would incorporate plantings proposed on McGee & Associates plans for the area west of the sidewalk and the bump outs areas.
- Three decorative wall areas would be considered for the initial renovation.
- The sightline standard at intersections will be adhered to.

*Ms. Sizensky will email Mr. Gross the landscape renovation plans for Vanderbilt Drive motioned for approval by the Committee at the February 2, 2023, meeting.*

*Mr. Gross will recommend planting material and provide a cost proposal for three decorative wall areas on Vanderbilt Drive for presentation to the Committee at the May 2024 meeting.*

**VII. PROJECT MANAGER REPORT – Judy Sizensky**

Ms. Sizensky reported:

**A. Budget FY-24**

Vanderbilt Beach MSTU Fund 1617 Budget for April 4, 2024, prepared March 28, 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.
7. Site One Landscape Supply – Irrigation Parts & Pumps.

**Budget Summary**

- a. Line 1, Ad Valorem Tax Millage: Millage assessed is \$1,756,300 of which \$1,557,342 has been collected leaving a balance of \$198,957 to collect.
- b. Line 11, Carry Forward – Unexpended prior year funds of \$4,780,100.
- c. Line 15, Total Revenue - \$7,591,058, including investment interest, transfers, and contributions.
- d. Line 37, Operating Expense - Of the \$6,761,158 budgeted, \$778,117 is committed on existing Purchase Orders and \$500,122 has been spent, leaving a budget remainder of \$5,482,919 available within budget for additional operating expenses as needed.

- e. Line 39, 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 40, 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, \$41,837 has been transferred and a balance of \$8,662 remains for transfer (Property Appraiser and Tax Collector).
- h. Line 45, 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 \$778,117, \$637,959 has been expended leaving a remainder of \$6,174,981 available for MSTU expenditures.

### **General**

- a. Available funds are sufficient to satisfy outstanding invoices for the 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.
  - Final payment approval in the amount of \$216,000 was received from the Board of County Commissioners (BCC) on January 9, 2024.
  - Installation modification to hang the cable over the bridge versus boring underwater generating a cost savings of \$408,000 which will be credited to the budget.
- d. Reimbursement in the amount of \$1985 was received from Utilities One for the cost incurred by the MSTU to repair a main irrigation line broken.
- 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**

**Ms. Sizensky** reported:

- Ground Zero Landscaping completed the first phase of landscape refurbishment to camouflage utility boxes and enhance the lake and roadway areas damaged during the Utility Burial Project.
- Phase 2 landscaping, pending approval from The Dunes of Naples, will be installed in June 2024.

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

**Ms. Sizensky** reported:

- 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.
- The RWA work order for Design and Construction Phase Services in the amount of \$58,500.00 was approved.

- 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.
- Plans are subject to Road Maintenance approval prior to construction.
- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

**D. Benches**

- A Purchase Order has been requested for Capital Contractors submitted 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.

**VIII. OLD BUSINESS**

**Ms. Sizensky** notified the Parks & Recreation Department that the district logo emblem incorporated into the Conner Park sign needs painting.

**IX. NEW BUSINESS**

**Ms. Sizensky** reported:

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.
- She will walk the area with the Parks & Recreation Department Director and Mr. Gross April 9<sup>th</sup> to evaluate the Committee's proposal to extend and seek Parks & Recreations approval for the structure.

**X. PUBLIC AND COMMITTEE COMMENTS**

Vanderbilt Drive Bike and Walk Path

Mr. Harris reported:

- Collier County's project to replace 2 bridges north of 111<sup>th</sup> Avenue on Vanderbilt Drive in 2016 incorporated a 10-foot-wide walking and biking path from Bluebill Avenue to Bonita Beach Road.
- Some amenities, including signage, specified in the original project document were not provided.
- Flooding of the pathway is a safety hazard.

*Ms. Sizensky will confer with the Transportation Department on the status of unresolved items in the document.*

**XI. 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**

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Bruce Forman, Chair

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

**NEXT MEETING**

MAY 2, 2024 - 2:00 P.M.  
Cocohatchee River Marina  
13535 Vanderbilt Drive  
Naples

VANDERBILT MSTU  
FUND 161700000  
May 2, 2024

		Vendor	Item	FY24 PO#	Budget	Commitments	Expenditures	Total
1	CUR AD VALOREM TAX				\$ (1,756,300.00)	\$ -	\$ (1,617,283.42)	\$ (139,016.58)
2	DEL AD VALOREM				\$ -	\$ -	\$ -	\$ -
3	STATE REVENUE						\$ (64,023.57)	\$ 64,023.57
4	OVERNIGHT INTEREST				\$ -	\$ -	\$ (86,778.60)	\$ 86,778.60
5	INVESTMENT INTEREST				\$ (28,000.00)	\$ -	\$ (20,455.13)	\$ (7,544.87)
6	INTEREST TAX COLL.				\$ -	\$ -	\$ (1,757.52)	\$ 1,757.52
7	<b>REVENUE STRUCTURE</b>				<b>\$ (1,784,300.00)</b>	<b>\$ -</b>	<b>\$ (1,790,298.24)</b>	<b>\$ 5,998.24</b>
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	<b>TRANSFERS &amp; CONTRIB</b>				<b>\$ (5,806,758.77)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (5,806,758.77)</b>
15	<b>TOTAL REVENUE</b>				<b>\$ (7,591,058.77)</b>	<b>\$ -</b>	<b>\$ (1,790,298.24)</b>	<b>\$ (5,800,760.53)</b>
16	SURVEYING FEES				\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
17	INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$ 8,700.00	\$ -	\$ 8,700.00	\$ -
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	\$ 61,726.37	\$ 19,273.63	\$ -
					\$ -			\$ -
		Real Property	Easement		\$ -			\$ -
19	<b>LANDSCAPE INCIDENTALS</b>				<b>\$ 100,000.00</b>	<b>\$ 61,726.37</b>	<b>\$ 19,273.63</b>	<b>\$ 19,000.00</b>
		Ground Zero Landscaping Serv.	Ground Maintenance	4500226992		\$ 3,265.00	\$ 35,864.00	
		Mastec North America	Bury & Activate overhead utilities	4500210804		\$ 624,622.49	\$ 414,260.28	
			RCV Invoice # 100031 Utilites One				\$ (1,985.00)	
			MCGEE & ASSOCIATES	4500231013		\$ 32,528.50		
		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	<b>OTHER CONTRACTUAL</b>				<b>\$ 6,569,658.77</b>	<b>\$ 762,641.99</b>	<b>\$ 448,139.28</b>	<b>\$ 5,358,877.50</b>
21	POST FREIGHT UPS				\$ 100.00	\$ -	\$ -	\$ 100.00
22	ELECTRICITY	FPL	Electricity	4700004865	\$ 700.00	\$ 715.39	\$ 184.61	\$ (200.00)
23	WATER AND SEWER	Collier County Utility	Water & Sewer	4700004940	\$ 50,000.00	\$ 19,172.57	\$ 33,827.43	\$ (3,000.00)
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	\$ 150.00	\$ 450.00	\$ -
26	SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500227226	\$ 5,000.00	\$ 3,329.95	\$ 1,626.05	\$ 44.00
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	\$ 90.19	\$ 59.81	\$ 50.00
34	PERSONAL SAFETY						\$ -	\$ -
35	FERT HERB CHEM				\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
36	OTHER OPER SUPPLIES				\$ 500.00	\$ -	\$ -	\$ 500.00
37	<b>OPERATING EXPENSE</b>				<b>\$ 6,761,158.77</b>	<b>\$ 849,953.41</b>	<b>\$ 513,383.86</b>	<b>\$ 5,397,821.50</b>
38	IMPROVEMENTS GENERAL				\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
39	<b>CAPITAL OUTLAY</b>				<b>\$ 650,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 650,000.00</b>
40	TRANS TO 111 UNINCOR				\$ 96,000.00	\$ -	\$ 96,000.00	\$ -



VANDERBILT MSTU  
 FUND 161700000  
 May 2, 2024

41	<b>TRANSFERS</b>				\$ 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	\$ -	\$ 32,595.67	\$ 3,604.33
44	<b>TRANSFERS CONST</b>				\$ 50,500.00	\$ -	\$ 43,035.86	\$ 7,464.14
45	RESV For Capital Out				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
46	<b>RESERVES</b>				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
47	<b>TOTAL BUDGET</b>				\$ 7,591,058.77	\$ 849,953.41	\$ 652,419.72	\$ 6,088,685.64

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
	<b>3.28%</b>
	<b>FY 24</b>
	<b>FY 23</b>

Total Available Balance \$ 6,088,685.64  
 Plus Committed And Not Spent \$ 849,953.41

**Estimated Cash \$ 6,938,639.05**

**Estimated Cash Less  
 Uncollected Ad Valorem Taxes \$ 6,799,622.47**

**Actual Cash**

Prepared on 04/25/2024 Z