



# Vanderbilt Beach M.S.T.U.

Advisory Committee  
8300 Radio Road  
Naples, FL 34104

**MAY 4, 2023, 2:00 PM**

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

**All others are encouraged to attend via Zoom video conference**

## AGENDA

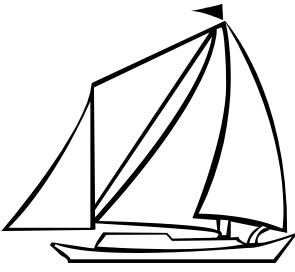
- I. **Call to order and Pledge of Allegiance**
- II. **Attendance**

Advisory Committee	Bruce Forman - Chairman excused (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	Judy Sizensky– Project Manager
	Rosio Garcia – Operations Coordinator
	Wendy Warren, Transcriptionist
- III. **Approval of the agenda**
- IV. **Approval of the Minutes – 3/2/2023**
- V. **Landscape Maintenance Report - Aaron Gross, Ground Zero Landscape**
- VI. **Vanderbilt Drive Refurbishment - Mike McGee**
  - A. Vanderbilt Dr Landscape- Vanderbilt Beach Rd to Bluebill
  - B. Regatta Corner of VB Dr and VB Beach Rd
  - C. Crosswalks (6) along VB Dr
- VII. **Project Manager Report Judy Sizensky**
  - A. Budget FY 23 April 2023
  - B. Phase IV Utility Burial Status
  - C. VBR and VBD (Regatta Corner) update
  - D. Vanderbilt Drive Landscape-Vanderbilt Drive to Bluebill update
  - E. Greenway Multi-use Bike Path-Vanderbilt Drive North of Blue Bill-Need Survey and Engineering
- VIII. **Old Business**
  - A. Potential Future Projects
- IX. **New Business**
- X. **Public Comment**
- XI. **Adjourn**

**NEXT MEETING DATE**

**JUNE 1, 2023 - 2:00 PM**

**ADMIN CENTER CLASSROOM ST. JOHN'S CHURCH**



# Vanderbilt Beach M.S.T.U

## Advisory Committee

8300 Radio Road  
Naples, FL 34104

APRIL 6, 2023

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

**Vice Chair** Sjostrom called the meeting to order at 2:14 P.M. A quorum of three was present. The Pledge of Allegiance was recited.

### II. ATTENDANCE

Advisory Committee: Bruce Forman – Chairman (Excused)  
William Sjostrom – Vice Chair  
Mark Weber (Excused)  
Gabriella R. Miyamoto  
William Arell Harris

Staff: Judy Sizensky - Project Manager  
Rosio Garcia – Operations Coordinator

Others: Aaron Gross – Ground Zero Landscaping  
Mike McGee – McGee & Associates  
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 as presented. Second by Ms. Miyamoto. Carried unanimously 3 - 0.*

### IV. APPROVAL OF MINUTES

*Vice Chair Sjostrom moved to approve the minutes of the March 2, 2023, 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:

- Routine maintenance was performed.
- Sabal Palms were pruned.
- One (1) damaged Paurotis Palm tree, north of Willet Avenue, was cut flush to the ground.
- Two (2) lateral breaks at the irrigation Tee in Connor Park were repaired.

#### Cocoplum Hedge on Bluebill Avenue

- The Cocoplum hedge on the north side of Bluebill Avenue by the parking lot, damaged by Hurricane Ian, requires removal and replacement.
- Agreement was granted from the Parks and Recreation Department for removal, repair of the impacted irrigation system if necessary, and installation of a new hedge.

*Mr. Harris motioned to approve the installation of a Cocoplum hedge and mulch between the county parking area and the north side of Bluebill Avenue for an amount not to exceed \$15,000.00. Second by Ms. Miyamoto. Carried unanimously 3 – 0.*

**VI. VANDERBILT DRIVE REFURBISHMENT – Mike McGee, McGee & Associates**

**A. Vanderbilt Dr Landscape – Vanderbilt Beach Road to Bluebill Avenue**

**Landscape West Side Vanderbilt Drive**

The environmentally conscious design, from Palm Court to Bluebill Avenue, includes Christmas Palm trees at the intersections, ground covers and a storm water *Rain Garden* in the west Right of Way (ROW). Drawings include a Landscape Planting Plan, an Irrigation Plan, and a Plant Schedule for reference. Conformance to the twenty-four (24) inch sightline standard at intersections is ensured.

A drip line irrigation system will be designed and installed to ensure adequate water flow to the landscaping.

The Committee approved the landscape design at the February 2023 meeting.

Next Steps

- McGee & Associates construction drawings are fifty (50) percent complete.
- Trebilcock Consulting Solutions has provided engineering drawings for a storm water catch basin and curbing.
- The completed package proposal will be submitted to Ms. Sizensky for preparation of a Scope of Work (SOW).
- The Collier County General Contractors Contract #19-7525 will be utilized. Once the SOW and plans are completed, the bid will be sent to all Contractor's on the Contract. The lowest bid will be awarded the project.
- The bid process requires forty-five (45) days. Summer 2023 is the target date for installation.

**B. Regatta Corner of Vanderbilt Beach Drive and Vanderbilt Beach Road**

McGee & Associates has submitted the final subcontractor drawings for the renovation project at the NW corner of Vanderbilt Beach Road and Vanderbilt Drive at The Regatta Vanderbilt Beach. The design was approved by the Committee at the February 2023 meeting.

**Ms. Sizensky will:**

- Secure final Regatta Vanderbilt Beach Board Association approval of the design.
- Obtain engineering documents and file for Right of Way (ROW) permits with the County.
- The Collier County General Contractors Contract #19-7525 will be utilized. Once the SOW and plans are completed, the bid will be sent to all Contractor's on the Contract. The lowest bid will be awarded the project.
- Replacement of irrigation laterals must be done prior to installation of plant material.

The Anchorage

Landscape refurbishment proposed by McGee & Associates and for property damaged by Phase IV construction is “on hold” pending restoration of property damaged by Hurricane Ian.

The Dunes of Naples and Marina Bay Landscaping

Landscape planting to replace material damaged during Phase IV construction will be undertaken upon completion of light pole removal by Florida Power & Light (FPL). A paver crosswalk will be ADA compliant abutting curbs, installed to eliminate water puddling.

Enhancement of landscaping along the narrow strip of roadway will be scheduled for Fall 2023. Swales and gutters may be conducive to a simulated Japanese waterway.

*Design plans will be prepared, and Homeowner Association approval secured, for The Anchorage, Marina Bay and The Dunes of Naples on completion of Phase IV construction.*

Bench Installation

*The Dunes of Naples*

The Charlie Arthur bench, plaque and paver pad will be installed when the sidewalk construction is complete.

*Moraya Bay*

The commemorative bench with new paver pad will be installed, sod replaced, and irrigation modifications implemented in coordination with similar projects in 2023.

**C. Crosswalks (6) Along Vanderbilt Beach Drive**

Trebilcock Consulting Solutions and McGee & Associates prepared engineering/construction drawings for six (6) ADA compliant paver crosswalks on Vanderbilt Drive, three (3) of which will be installed at The Anchorage, The Dunes of Naples, and Marina Bay on completion of Phase IV construction.

Detailed drawings are required to file for a Right of Way (ROW) permit. Once received,

**Ms. Sizensky** will:

- The Collier County General Contractors Contract #19-7525 will be utilized. Once the SOW and plans are completed, the bid will be sent to all Contractor's on the Contract. The lowest bid will be awarded the project.
- Meet with the various condominium association representatives to secure approval for the installation.
- On official receipt of easements, schedule crosswalk installation.

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

**A. FY-23 Budget for April**

Vanderbilt Beach M.S.T.U. Fund Budget 143 dated April 6, 2023

- Current Ad Valorem tax, Line 1, is \$1,702,200.00, an increase of 14.3% over FY-22.
- Transfers and Contributions, Line 13, in the amount of \$4,439,041.27, is a carry-over of unexpended FY-22 funds (minus a 5% reserve of \$86,700).
- Total Revenue, Line 14, is \$6,169,241.27, including investment interest, transfers, and contributions.
- Purchase Orders Active: (Contractors)

- Century Link – Engineering Design & Supervision, Phase IV Utility Project.
- Ground Zero Landscaping –
  - Incidentals are for landscape refurbishment and miscellaneous.
  - Ground Maintenance includes Conner Park and irrigation repairs.
- MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- McGee & Associates – Landscape Architecture – Refurbishment of Vanderbilt Drive and Regatta Landscaping and miscellaneous projects.
- Premier Staffing – Transcription Services.
- Stantec Consulting – CEI Professional Services, Phase IV Utility Project.
- Site One Landscape Supply – Irrigation Parts & Pumps.
- Operating Expense, Line 36, is budgeted at \$5,305,541.27 with current Commitments of \$1,322,481.06, Expenditures of \$149,945.76, and a Budget Remainder (unspent operating funds) of \$3,833,114.45.
- Capital Outlay, Line 38, budgeted at \$650,000.00, is for the current fiscal year long term projects, consistent with the M.S.T.U. ordinance and upon a motion from the Advisory Committee.
- Transfer to Fund 111, Line 39, in the amount of \$91,000.00, 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 41, in the amount of \$13,500.00 is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 42, in the amount of \$34,200.00 is for collection of M.S.T.U. millage as part of the annual County tax bill, currently 0.5000 mills.
- Reserves for Capital, Line 44, in the amount of \$75,000.00, is for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan.
- Total Budget, Line 46, lists FY-23 M.S.T.U. budgeted funds at \$6,169,241.27; with tabulated Commitments of \$1,322,481.06, Expenditures of \$278,206.50, and a Budget Remainder (total unspent funds) of \$4,568,553.71. The budget amount of \$6,169,241.27 does not change during the fiscal year.

Notes:

- FY-23 millage rate of 0.5000 will fund future projects, as well as the existing M.S.T.U. assets identified in the Capital Asset Management Plan, updated annually.
- MasTec has an outstanding financial commitment of \$1,038,882.77 for Phase IV construction.
- 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.
- November 2022 expenditures funded restoration projects necessitated by Hurricane Ian.
- McGee & Associates FY-23 Purchase Order will increase to fund design and engineering drawings for M.S.T.U. landscape projects. The FY-22 Purchase Order balance rolled over to FY-23.
- The M.S.T.U. paid Ground Zero Landscaping for invoices related to hurricane cleanup.

- Hurricane Ian Recovery: Separate Purchase Orders were issued for hurricane damage repairs; this to enable Collier County to apply for reimbursement from FEMA.
- The County distributes funds received from FEMA to the M.S.T.U.

#### **B. Budget FY-24 Discussion**

- The FY-24 Budget planning process has commenced.
- During a meeting held on April 5<sup>th</sup> with the Office of Management & Budget (OMB), Ms. Sizensky requested one million five hundred thousand (\$1,500,000.00) be allocated to Reserves to fund future projects.
- The proposed budget will be presented to the Committee for review and approval.

#### **C. Phase IV Utility Burial Status**

- MasTec North America, Inc. is the contractor for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for the Phase IV Utility Project.
- All Florida Power & Light (FPL) power lines are underground and activated; overhead wires are deactivated.
- FPL is responsible for maintaining the power grid.
- Installation of Comcast COAX cable from the northern area of The Dunes to Bluebill Avenue is complete, commercial power is turned off at the poles and connected to The Dunes and across the street.
- Utility boxes will be installed April 10, 2023, and the water line connected.
- MasTec has the contract to remove the overhead cable and the poles.

#### **Cocohatchee Bridge Conduit Installation**

- The design for installation of stainless-steel conduit for Century Link and Comcast on the bridge was modified to one (1) row of four (4) conduits.
- A modified Right of Way (ROW) permit to reflect the approved design alteration for the cable installation was obtained.
- MasTec installed the conduit on the bridge, pulled the fiber cable in the coaxial, spliced it and deactivated power.
- MasTec will flush cut and bury one (1) pole which could not be removed in its entirety.
- Project completion date is scheduled by June 21, 2023.

#### **D. Greenway Multi-Use Path North of Bluebill on Vanderbilt Drive**

A ten (10) foot bike and pedestrian path north of the Dunes of Naples entrance cannot be navigated at high tide or during extreme rain events. The Committee directed Staff to investigate elevating the grade of the pathway one (1) foot and installing an asphalt surface and curb. A survey and elevation engineering drawings are required.

#### **E. Verizon Pole Installation Request**

Verizon's application for a Right of Way (ROW) permit to erect a cell phone utility pole on Vanderbilt Beach Road south of LaPlaya Beach & Golf Resort was denied by the County.

## **VIII. OLD BUSINESS**

### **A. Potential Future Projects**

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

The Committee suggested cleaning the waterway bridge and researching the feasibility of installing stone veneer on the structure and the Project Manager will meet with the Road Maintenance Division to discuss the project.

#### **2. 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 the 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.

*The Project Manger will discuss the project with the Road Maintenance Division at a planned meeting.*

#### **3. Install 8” reuse water line from US41 to Conner Park.**

Vanderbilt Drive’s current annual water bill is approximately \$35,000 and Conner Park’s approximately \$30,000 per year. Investigation should occur to determine if underwriting the cost of a reuse water line installation from US 41 to Conner Park is financially beneficial. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management has not agreed to allow the project at this point.

*An agreement to undertake the project will be solicited from the Director of Parks and Recreation and subsequently pursued with Reuse Water management.*

#### **4. Pedestrian Lighting Varying Places**

Lighting options for pedestrian safety and visual enhancement will be researched.

## **IX. NEW BUSINESS**

### **A. Next Meeting**

Staff will poll members to determine a meeting date at which a quorum can be established.

## **X. PUBLIC AND COMMITTEE 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 3:12 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 \_\_\_\_\_, 2023 “as submitted” [ ] or “as amended” [ ].

NEXT MEETING DATE:  
MAY 4, 2023  
Claussen Family Center at St. John’s Church  
625 111<sup>th</sup> Avenue  
Naples, FL 34108



**VANDERBILT MSTU**  
**FUND 143**  
**May 4, 2023**

	Vendor	Item	FY23	PO#	Budget	Commitments	Expenditures	Total
1					\$ (1,702,200.00)	\$ -	\$ (1,568,892.36)	\$ (133,307.64)
2					\$ -	\$ -	\$ (73.73)	\$ 73.73
3					\$ -	\$ -	\$ (46,282.65)	\$ 46,282.65
4					\$ (28,000.00)	\$ -	\$ (14,135.70)	\$ (13,864.30)
5					\$ -	\$ -	\$ (942.09)	\$ 942.09
6					\$ (1,730,200.00)	\$ -	\$ (1,630,326.53)	\$ (99,873.47)
7					\$ -	\$ -	\$ -	\$ -
8					\$ -	\$ -	\$ -	\$ -
9					\$ -	\$ -	\$ -	\$ -
10					\$ (3,249,400.00)	\$ -	\$ -	\$ (3,249,400.00)
11					\$ (1,276,341.27)	\$ -	\$ -	\$ (1,276,341.27)
12					\$ 86,700.00	\$ -	\$ -	\$ 86,700.00
13					\$ (4,439,041.27)	\$ -	\$ -	\$ (4,439,041.27)
14					\$ (6,169,241.27)	\$ -	\$ (1,630,326.53)	\$ (4,538,914.74)
15					\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
16	Collier County	Indirect Cost		Direct Pay	\$ 15,500.00	\$ 7,750.00	\$ 7,750.00	\$ -
17	Collier County	Real Property Department		Direct Pay	\$ -	\$ -	\$ 884.00	\$ (884.00)
	Ground Zero Landscaping Serv	Landscape Incidentals		4500220239	\$ -	\$ -	\$ 8,027.50	\$ -
	Ground Zero Landscaping Serv	Landscape Incidentals		4500223582	\$ -	\$ 58,330.00	\$ 1,670.00	\$ -
	Real Property	Easement			\$ -	\$ -	\$ 27.00	\$ -
18					\$ 100,000.00	\$ 58,330.00	\$ 9,724.50	\$ 31,945.50
	Century Link	Engineering Design & Supervision		4500197394		\$ 8,000.00	\$ -	\$ -
	Ground Zero Landscaping Serv.	Ground Maintenance		4500220239			\$ 35,982.26	\$ -
	Stantec Consulting	CEI Prof. Services		4500208896		\$ 137,518.25	\$ 58,165.25	\$ -
	McGee & Associates	Landscape Arch. Serv.		4500216419			\$ 8,561.00	\$ -
	McGee & Associates	Landscape Arch. Serv.		4500222408		\$ 16,057.00	\$ 6,943.00	\$ -
	Mastec North America	Bury & Activate overhead utilities		4500210804		\$ 1,038,882.77	\$ -	\$ -
	Ground Zero Landscaping Serv.	Ground Maintenance		4500223582		\$ 30,892.50	\$ 4,107.50	\$ -
	Red wing	Boots		Pcard			\$ 173.49	\$ -
	Clerk of Courts	EASEMENT RECORDING UTILITY BURIAL PROJE		Pcard			\$ 67.17	\$ -
	Gordon Electric	Couplings		Pcard			\$ 1,326.40	\$ -
19					\$ 5,119,541.27	\$ 1,231,350.52	\$ 115,326.07	\$ 3,772,864.68
20					\$ 100.00	\$ -	\$ 336.00	\$ (236.00)
21					\$ 400.00	\$ 219.49	\$ 180.51	\$ -
22	Collier County Utility	Water & Sewer		4700004664	\$ 40,000.00	\$ 5,872.62	\$ 24,127.38	\$ 10,000.00
23	St. John the Evangelist	Meeting Room Rental		4500219688	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
25	Collier County	Insurance General			\$ 600.00	\$ 300.00	\$ 300.00	\$ -
26	Site One	Irrigation Parts		4500219702	\$ 5,000.00	\$ 3,290.58	\$ 3,175.03	\$ (1,465.61)
27					\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
28					\$ 2,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
29					\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
30	Premier Staffing	Transcriptionist Serv.		4500220241	\$ 2,500.00	\$ 2,500.00	\$ 577.18	\$ (577.18)
31		Office Supplies			\$ 200.00	\$ -	\$ -	\$ 200.00
32	JM Todd	Monthly CPC (shared) (monthly lease)		4500221236	\$ 200.00	\$ 94.81	\$ 105.19	\$ -
33	Amazon	Hard Hat		PCARD			\$ 22.76	\$ (22.76)
34					\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
35					\$ 500.00	\$ -	\$ -	\$ 500.00
36					\$ 5,305,541.27	\$ 1,310,708.02	\$ 163,508.62	\$ 3,831,324.63
37					\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
38					\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
39					\$ 91,000.00	\$ -	\$ 91,000.00	\$ -
40					\$ 91,000.00	\$ -	\$ -	\$ 91,000.00
41					\$ 13,500.00	\$ -	\$ 9,774.99	\$ 3,725.01

VANDERBILT MSTU  
FUND 143  
May 4, 2023

		FY23					
42	Budget Trans from Tax Collector			\$ 34,200.00	\$ -	\$ 31,629.33	\$ 2,570.67
43	<b>TRANSFERS CONST</b>			\$ 47,700.00	\$ -	\$ 132,404.32	\$ (84,704.32)
44	RESV For Capital Out			\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
45	<b>RESERVES</b>			\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
46	<b>TOTAL BUDGET</b>			\$ 6,169,241.27	\$ 1,310,708.02	\$ 295,912.94	\$ 4,562,620.31

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		
3,398,801,393	FY23 July 1 Taxable Value		
	<b>14.35%</b>	Adj FY 22 to FY 23	
	<b>FY 23</b>	<b>FY 22</b>	
Millage	<b>0.5000</b>	<b>0.5000</b>	Millage Cap = .5000

Total Available Balance \$ 4,562,620.31  
Plus Committed And Not Spent \$ 1,310,708.02

**Estimated Cash \$ 5,873,328.33**

**Estimated Cash Less  
Uncollected Ad Valorem Taxes \$ 5,740,020.69**

**Actual Cash**

Prepared on 4/18/23

## **Potential Future Project for Discussion As of May 4, 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.

3. **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. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management hasn't agreed to allow this as of this writing.

4. **Pedestrian Lighting varying places**