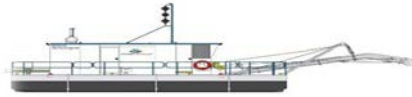


**Vanderbilt Waterway MSTU
Advisory Committee
8300 Radio Road
Naples, FL 34104**



MARCH 26, 2024 11:00 AM – 12:00 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**

I. Call to order and Pledge of Allegiance

II. Attendance

Advisory Committee	Clint Cuny, Chair (2/12/25) Nancy Koeper, Vice Chair (2/12/27) Charles Kelly (2/12/27) Thomas M. Burke (2/12/25) Rob Talford (2/12/27)
Staff	Judy Sizensky – PTNE Project Manager Rosio Garcia – Operations Coordinator
Transcriptionist	Wendy Warren

III. Approval of Agenda

IV. Approval of Minutes – November 28, 2023

V. Project Manager Report – Judy Sizensky

- A. Channel Status, Procedure for future dredging.
- B. Discuss scheduling the Sea Grass survey and Estuary survey
- C. Budget Report

VI. Old Business

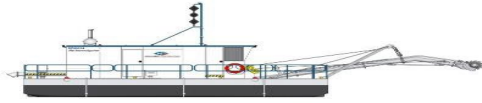
VII. New Business

VIII. Public Comments

IX. Member Comments

X. Adjourn

NEXT MEETING DATE: TO BE DETERMINED



**Vanderbilt Waterway MSTU
Advisory Committee
8300 Radio Road
Naples, FL 34104**

NOVEMBER 28, 2023 10:00 A.M.

I. Call to order and Pledge of Allegiance

The meeting was called to order by Chair Cuny at 10:01 AM. The Pledge of Allegiance was recited.

Vice Chair Koeper motioned to allow Mr. Burke to participate in the meeting via ZOOM remote access due to an extraordinary circumstance. Second by Chair Cuny. Carried unanimously 3 - 0. A quorum of four was present.

II. Attendance

Advisory Committee	Clint Cuny - Chair Nancy Koeper – Vice Chair Thomas M. Burke Charles Kelly Rob Talford
Staff	Judith Sizensky – Project Manager Brian Wells – PTNE Director (Excused) Rosio Garcia – Operations Coordinator
Transcriptionist	Wendy Warren - Premier Staffing
Public Attendees	Gregory French - Resident

III. Approval of Agenda

Chair Cuny moved to approve the November 28, 2023, Agenda of the Vanderbilt Waterway M.S.T.U. Advisory Committee as presented. Second by Vice Chair Koeper. Carried unanimously 4 - 0.

IV. Approval of Minutes 02/06/2023

Chair Cuny moved to approve the February 6, 2023, minutes of the Vanderbilt Waterway M.S.T.U. as presented. Second by Vice Chair Koeper. Carried unanimously 4 - 0.

Mr. Kelly joined the meeting at 10:07 AM. A quorum of five was present.

V. Project Manager Report – Judy Sizensky

A. Introductions

Ms. Sizensky shared her background with members, noting that during her six years with

Collier County, she worked for the Road Maintenance Division and most recently as a Grants Coordinator.

B. Channel Status, Procedure for Future Dredging

The Vanderbilt Waterway MSTU participates with Coastal Zone Management to maintain the waterway from the Vanderbilt Channel bridge north to Wiggins Pass (the marked channel). The Vanderbilt Beach canals are not within their scope of responsibility.

Chair Cuny reported he encountered a few high spots in the channel during a recent boat trip and suggested an informal waterway survey should be considered.

The “*Wiggins Pass 11/14/2022 *Soundings in MLLW (Mean Lower Low Water)*” recording the channel depth to ensure the 2020 “*After Dredge Survey*” Mean Low Tide depth of about 6.5 feet was reported as accurate at that time.

Ms. Sizensky noted:

- The MSTU boundaries will be reviewed with the County Attorney.
- Andy Miller, Coastal Zone Management, will be contacted to determine if a plan to perform maintenance/dredging of Wiggins Pass is on the County’s schedule.
- A permit is required from the Florida Department of Environmental Protection and Army Corps of Engineers, for future dredging projects in Vanderbilt Channel and Water Turkey Bay and the process takes about a year.
- A certified survey is required for the permit applications and funds are available in the budget for the activity.

Chair Cuny will:

- Request that the Estuary Conservation Association (ECA) perform a complimentary survey of the channel and report the results to Ms. Sizensky.

C. Budget Report

1. FY 23 Budget Report

Vanderbilt Waterway MSTU Fund Budget 168

- A copy of the final budget for FY-23 was distributed.

2. Long Term Maintenance Plan

The Vanderbilt Waterway Maintenance Plan FY-23 identifies community assets and defines financial requirements to maintain the known assets. The following was noted:

- The report addresses timelines for future surveying and dredging of Water Turkey Bay.
- The three 2019 dredging events for Water Turkey Bay, Wiggins Pass and Caxambas Pass, originally projected to cost \$1.6M were combined with other coastal zone projects reducing mobilization costs, resulting in an actual expenditure of \$711,000.00.
- Future dredging costs are unknown and may be borne by the MSTU in its entirety.
- The channel may require sectional dredges or a complete dredge to a depth of 6.5 feet depending on conditions at the time of the project.
- Long term maintenance projected expense: \$30,000 for an engineering survey in the year 2024 and \$1.6M for dredging in the year 2032 (without inflation).

- A “Capital Replacement Reserve” of \$1,193,000 is reflected in the FY-24 budget.
- The Maintenance Plan will be reviewed annually.

3. FY-24 Proposed Budget Discussion

Vanderbilt Waterway M.S.T.U. Fund Budget 1635 dated November 17, 2023

- Budget Summary
 1. Line 1, Ad Valorem Tax Collections & Interest – Of the \$497,900 budgeted, \$44,018 has been collected and a balance of \$453,882 remains to collect.
 2. Line 2, Carry Forward – Unspent funds accumulated from previous fiscal years and retained within the MSTU are \$858,600.
 3. Line 11, Total Revenue – \$1,334,500 is budgeted for 2024.
 4. Other Contractual, Line 13, budgeted at \$102,700.00, is a contingency allocated for engineering expenses, insurance, surveys, spot dredging, soil fill and unanticipated expenses.
 5. Line 19, Operating Expense – Of \$105,400 budgeted, \$1,184,440 is committed on MSTU- issued Purchase Orders and \$19 has been spent, leaving a remainder of \$103,497 available within budget for additional operating expenses as needed.
 6. Line 25, County Overhead – Of the \$35,500 budgeted, \$1,989 has been transferred, with a balance of \$33,511 remaining to be assessed (PTNE Staff & support, Property Appraiser, & Tax Collector).
 7. Line 27, Reserves for Capital – The 1,193,600 budgeted is for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan.
 8. Line 28, Total Budget – Of \$1,334,500 budgeted, \$1,884 is committed to existing Purchase Orders, and \$2,008 in total expenditures, leaving a remainder of \$1,330,608 available within the FY-24 budget.
- General
 - a. MSTU Tax Rate: 0.30 Mills (0.03%) for waterway maintenance within the taxing district.
 - b. Funds not spent in 2024 (FY-24) will be carried forward into FY-25.
 - c. Tax millage collected by the Vanderbilt Waterway MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Ms. Sizensky noted:

- Ad Valorem tax dollars allocated to the MSTU budget increased 5.5% for FY-24.
- The Budget must reflect the Other Contractual line item in Operating Expense for a Purchase Order to be issued. This enables solicitation of quotes and award of contracts.

Millage Rate:

The millage rate of 0.3000 will remain in effect until MSTU accumulated funds are sufficient to independently finance dredging the waterway.

The rate will be reviewed by the Committee during the FY-25 budget planning process.

VI. Old Business

None

VII. New Business

The next meeting will be scheduled for March 2024.

VIII. Public Comments

Gregory French queried regarding the entity responsible for maintaining the area at the terminus of the waterway adjacent to Vanderbilt Beach Road, approximately two hundred (200) feet easterly of the intersection of Southbay Drive.

Ms. Sizensky reported:

- The Vanderbilt Waterway MSTU maintains the waterway from the Vanderbilt Channel bridge at Bluebill Avenue north to Wiggins Pass.
- The MSTU district map outlines the geographic taxable area defined in the ordinance and does not indicate areas of maintenance responsibility.
- She will confer with County resources to provide guidance to owners of the boat slips regarding maintenance and removal of debris from the waterway.

IX. Member Comments

None

X. Adjourn

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 10:42 A.M.

VANDERBILT WATERWAY MSTU ADVISORY COMMITTEE

Clint Cuny, Chair

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

NEXT MEETING

MARCH 26, 2024 – 11:00 A.M.

Cocohatchee River Marina

13535 Vanderbilt Drive

Naples, FL 34110

VANDERBILT WATERWAYS MSTU
FUND 1635
March 26, 2024
FY24

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1		CUR AD VALOREM TAX		\$ (497,900.00)	\$ -	\$ (422,828.61)	\$ (75,071.39)
2		DEL AD VALOREM		\$ -	\$ -	\$ -	\$ -
3		STATE REVENUE - OTHER				\$ (8,724.64)	
4		OVERNIGHT INTEREST		\$ -	\$ -	\$ (8,175.49)	\$ 8,175.49
5		INVESTMENT INT.		\$ (3,000.00)	\$ -	\$ (2,135.43)	\$ (864.57)
6		REVENUE STRUCTURE		\$ (500,900.00)	\$ -	\$ (441,864.17)	\$ (59,035.83)
7		TRANS FROM PROP. APPR.		\$ -	\$ -	\$ -	\$ -
8		TRANS FROM TAX COLL.		\$ -	\$ -	\$ (381.98)	\$ 381.98
9		CARRY FOR OF ENCUMB AMT		\$ (858,600.00)	\$ -	\$ -	\$ (858,600.00)
10		NEG 5% EST REV		\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
11		TRANSFERS & CONTRIB		\$ (833,600.00)	\$ -	\$ (381.98)	\$ (833,218.02)
12		TOTAL REVENUE		\$ (1,334,500.00)	\$ -	\$ (442,246.15)	\$ (892,253.85)
13	Collier County	INDIRECT COST	Direct Pay	\$ 1,100.00	\$ 550.00	\$ 550.00	\$ -
14		OTHER CONTRACTUAL		\$ 102,700.00	\$ -	\$ -	\$ 102,700.00
15		RENT BUILDINGS		\$ 200.00	\$ -	\$ -	\$ 200.00
16		INSURANCE GENERAL		\$ 100.00	\$ 50.00	\$ 50.00	\$ -
17	Premier Staffing	OTHER MISCELLANEOUS	Transcriptionist Services	4500228604 \$ 600.00	\$ 389.65	\$ 163.35	\$ 47.00
18	JM Todd	COPYING CHARGES	Copier Lease	4500227043 \$ 200.00	\$ 97.80	\$ 52.20	\$ 50.00
19		OTHER OPER SUPPLIES		\$ 500.00	\$ -	\$ -	\$ 500.00
20		OPERATING EXPENSE		\$ 105,400.00	\$ 1,087.45	\$ 815.55	\$ 103,497.00
21		TRANS TO 111 UNINCOR		\$ 20,400.00	\$ -	\$ -	\$ 20,400.00
22		ADV/REPAY TO 001 GENERAL FUND			\$ -	\$ -	\$ -
23		ADV/REPAY TO 111 UNINCORPORATED			\$ -	\$ -	\$ -
24		Budget Trans from Appraiser		\$ 4,200.00	\$ -	\$ 1,917.72	\$ 2,282.28
25		Budget Trans from Tax Collector		\$ 10,900.00	\$ -	\$ 8,606.57	\$ 2,293.43
26		TRANSFERS		\$ 35,500.00	\$ -	\$ 10,524.29	\$ 24,975.71
27		RESV FOR CAPITAL		\$ 1,193,600.00	\$ -	\$ -	\$ 1,193,600.00
28		RESERVES		\$ 1,193,600.00	\$ -	\$ -	\$ 1,193,600.00
29		TOTAL BUDGET		\$ 1,334,500.00	\$ 1,087.45	\$ 11,339.84	\$ 1,322,072.71

Total Available Balance \$ 1,322,072.71
Plus Committed And Not Spent \$ 1,087.45

Estimated Cash \$ 1,323,160.16

**Estimated Cash Less
Uncollected Ad Valorem Taxes \$ 1,248,088.77**

Updated 03/05/24 ZS