



Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103
Naples, FL 34112

APRIL 4, 2019

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Bruce Forman called the meeting to order at 3:00 P.M. A quorum of five was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Bruce Forman – Chairman
William Sjostrom – Vice Chair
Mark Weber
Gabriella R. Miyamoto
William Arell Harris
Staff: Harry Sells - Project Manager
Others: Aaron Gross – Ground Zero Landscaping
Wendy Warren - Premier

III. APPROVAL OF AGENDA

Mr. Harris moved to approve the Agenda. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES OF MARCH 7, 2019

Mr. Sjostrom moved to approve the minutes of the March 7, 2019 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

V. LANDSCAPE MAINTENANCE REPORT – AARON GROSS, GROUND ZERO LANDSCAPE

Mr. Gross reported on landscape and irrigation maintenance as follows:

- Pruned entire roadway.
- Rebuilt one section of the irrigation system including repair of four lateral breaks, four heads and rebuilding of one valve.
- Reset the faulty irrigation clock.
- Irrigation was restored to one of the three wash out areas.
- Mitchell and Stark, the Public Utilities contractor, kept irrigation system functioning.

Mr. Sells noted Collier County does not have water restrictions at this time.

VI. PROJECT MANAGER REPORT – HARRY SELLS

A. BUDGET REPORTS for 4/4/2019

Mr. Sells provided an overview of the “Vanderbilt MSTU Budget Report on Fund 143” FY19 and FY19 Unaudited Adjusted Balance Sheet dated April 4, 2019 highlighting:

- FY19 Ad Valorem property tax revenue budget is \$1,345,200.00, an increase of 5.09%.
- Total revenue FY18 is \$4,046,800.00 including investment interest, transfers and contributions (minus a 5% reserve of \$67,700).
- The Millage rate remains constant at 0.5000.
- Operating Expense Budget is \$3,892,200.00 of which \$1,417,636.60 is committed; \$63,261.82 expended.
- Unencumbered Operating Expense funds available are \$2,411,301.58.
- An invoice from MasTec in the \$240K range was received for repair service to date including the washout locations. An additional invoice of \$50K is anticipated within thirty days.
- Public Utility reimbursement from Mitchell & Stark Construction for damage to M.S.T.U. property will be in the \$100,000.00 range, exclusive of the five remaining finger streets.
- Fiscal 2019 Cash Balance as of March 6, 2019 (unaudited) is \$3,806,045.37.

MasTec’s contract expires December 21, 2019. Mr. Sells will consult with Public Utilities to determine if a contract extension is prudent.

B. BUDGET FY20 PLAN

Mr. Sells distributed the Vanderbilt Beach M.S.T.U. FY-20 Preliminary Budget Plan outlining the FY18 actual budget, FY19 forecasted expenditures and FY 20 proposed budget noting:

- Adjusted Taxable values FY19 vs. FY18 reflect an increase of 5.1%.
- Projected M.S.T.U. income FY20 is \$1,352,700.00, an increase of \$67,400.00.
- Budget funds unspent will roll over to the “Other Contractual” category for FY20.
- Fund 111 plan is reduced from \$96,500.00 FY19 to \$80,200.00 due to formation of a new M.S.T.U.
- All other budgeted expenses remain neutral.

Millage Rate

The M.S.T.U. is provided two options for the millage rate, currently assessed at 0.5000, as follows:

- Lower the current millage rate to establish a Revenue Neutral Policy, maintaining the FY 19 income level.
- Maintain the current millage rate, increasing revenue to \$1,352,000.00, providing opportunity to fund future projects.

The Advisory Committee elected to maintain the current millage rate of 0.5000.

C. GENERAL STATUS OF BURIAL PROJECT and DELAYS

Phases II and III Network Electrical Activation

Mr. Sells distributed a “Time Line” spread sheet for April 2019 to April 2020 detailing the schedule for Vanderbilt Beach M.S.T.U. projects. Categories include *Vanderbilt Phase IV Burial Project, Vanderbilt Beach MSTU Phases II and III and Conner Park and VB Drive Landscape.*

- Public Utilities extended Mitchell & Stark’s contract for one month. Estimated date of project completion is October 2019.
- MasTec has work to complete on five finger streets and a portion of Vanderbilt Drive.
- Utility conversion for the five remaining finger streets and a section of Vanderbilt Drive will commence August 1, 2019 with an estimated time frame for completion of 1 to 1-1/2 months.

New Irrigation Line

The irrigation line installation on Vanderbilt Drive consisting of new lines encased in plastic conduit and wiring for control zones is complete. The new system will extend the line 150 feet to accommodate irrigation of Conner Park.

The Committee recommended the Board of County Commissioners approve Stahlman- England Irrigation, Inc’s “Bid Schedule 19-7515 Vanderbilt Beach Irrigation” in the amount of \$94,773.00 to connect the new irrigation system to the existing main line in a motion at the January 3, 2019 meeting.

Mr. Sells has purchased the new controller and new electric service has been built by Hart’s Electrical.

The contract will be submitted to the Board of County Commissioners for approval at the April 9, 2019 meeting. Estimated time frame for completion of the actual work is three months.

D. STATUS OF PHASE IV

Underground Facilities Conversion Agreement – GAF Waiver

The Florida Power & Light Company (FPL) final contract for the “*Applicant-Installed Facilities Agreement for Underground Conversion*” (WR #5686943) with minor modifications to enable the M.S.T.U. to assume responsibility as a sub-contractor for burying the utilities for the Vanderbilt Drive Phase IV Project, encompassing the section from 111th Avenue to the north side of the third bridge, was approved by the Board of County Commissioners on March 12, 2019.

Mr. Sells reported:

- He will prepare a “*Scope of Work*” and distribute *Invitations to Bid (IBD)* for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link installations and networks, Excavation and CEI (Construction Engineering and Inspection) services to qualified contractors in accordance with County procedure.
- FPL will provide a final material list and Comcast updated prints.
- One pole on the north side of 111th Avenue was taken down. Remaining pole stays.
- Project initiation anticipated for June or July 2019 with an estimated time frame of six months for completion.

E. CONNER PARK DISCUSSION

A meeting is scheduled April 5, 2019 with the Parks and Recreation Department to secure approval for the landscape design plan.

Mr. Sells will:

- Develop a “*Scope of Work*” for the project for an *Invitation to Bid (IBD)* distribution to qualified contractors.
- Apply for building, ROW and sign permits.

- Direct Mitchell & Stark to raise the sanitary sewer manhole to ground level. *The mound will be landscaped once repositioning is complete.*
- Arrange to have the Coconut Palms removed.
- Schedule grubbing the bank 180 feet.
- Request a Quote (RFQ) for fence installation.
- Request a Quote (RFQ) from Ground Zero Landscaping for Clusia hedge purchase and planting.

Project time schedule is contingent on availability of Clusia hedge for installation.

VII. OLD BUSINESS

Vanderbilt Beach Residents Association Annual Meeting

A list of thirteen suggested projects proposed by residents at the annual meeting on January 31, 2019 was distributed.

Upon Committee review the following projects, numerically coordinated to the original list, were deemed to be outside the scope of the MSTU:

2. Gulf Shore Drive – better drainage.
 - 2.1 Repave Gulf Shore Drive.
5. Traffic Light at the intersection of Vanderbilt Beach Road and the Ritz. *1/2 outside MSTU boundaries.*
8. Valet Clothing (need lighter or reflective).
9. Sidewalk from Vanderbilt Beach to the Pavilion.
12. Vanderbilt Lagoon restoration: Reconnect Vanderbilt Lagoon with Clam Pass, or other. *Outside MSTU boundaries.*
13. Additional no wake signage. *The State authorizes installation of water way signs.*

VIII. NEW BUSINESS

A. SUMMER SCHEDULE

The Committee agreed meetings will not be held in June, July, August or September 2019.

B. POSSIBLE NEW PROJECTS

Mr. Sells reported Commissioner Andy Solis's office requested the M.S.T.U. participate in the Gulf Shore Drive sidewalk project. Joint projects with the County can be undertaken with Committee approval.

Future improvements to the Vanderbilt Beach M.S.T.U. for Committee consideration include:

- **Refurbishment of Vanderbilt Drive Landscape**
This project will be considered upon completion of Public Utility construction and the underground utility project.
- **Sidewalks east and west side of Gulf Shore Drive**
Project pending direction from the Road Maintenance Department. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. Property owners are responsible to install and maintain sidewalks in the Right of Way (ROW). Drainage would have to be redesigned to accommodate sidewalk installation.
- **Trees in ROW Finger Streets**
This item is not under consideration and will be removed from the Agenda.

- **Lighted Street Name Signs at Intersections**

Mr. Sells met with Transportation Solutions & Lighting for solar lighting options for traffic and street signs on February 8, 2019. The scale of the signs proposed by the contractor is not compatible for residential application.

Additional projects for consideration presented at the March 7th meeting included:

- Solar lighting embedded in roadway crosswalks for nighttime illumination.
- A commemorative bench for former Vanderbilt Beach M.S.T.U. Chairman Charles Arthur near the Dunes of Naples.
- Benches on Vanderbilt Drive.

IX. PUBLIC COMMENT

None

X. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 4:25 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2019
“*as submitted*” [] or “*as amended*” [].

NEXT MEETING DATE: MAY 2, 2019 3:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL