



Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103
Naples, FL 34112

JANUARY 3, 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 four 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 (Excused)
Staff:	Harry Sells - Project Manager
Others:	Aaron Gross – Ground Zero Landscaping
	Janice Rainey – Public Utilities
	Wendy Warren - Premier

III. APPROVAL OF AGENDA

Mr. Sjostrom moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. as amended: Add: Item VIII: Old Business – Vanderbilt Beach Residents Association Annual Meeting. Second by Mr. Weber. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES OF DECEMBER 6, 2018

Ms. Miyamoto moved to approve the minutes of the December 6, 2018 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Sjostrom. Carried unanimously 4 - 0.

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

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

- A break in the main irrigation line was repaired. Additional repairs are required.
- A large Bougainvillea shrub uprooted from a neighbor's property was removed from the sidewalk.
- The newly installed Bahia grass will rejuvenate when irrigation is activated.

“Washout” Streets Irrigation System

- The M.S.T.U. is responsible to repair irrigation lines damaged by Hurricane Irma.
- Four out of twenty-two zones need to be re-built.
- Funds are not allocated in the irrigation budget for the repair.
- A quote will be requested from Ground Zero Landscape to perform the work.

VI. CONNER PARK – MIKE MCGEE, MCGEE & ASSOCIATES (not present)

Visual design graphics, prepared by McGee & Associates, were on display for the Conner Park project.

During Committee discussion the following was addressed:

- On completion of the pole removal project, **Mr. Sells** will develop a “*Scope of Work*” for the project for an *Invitation to Bid (IBD)* distribution to qualified contractors.
- Both north and south sides of the park entrance will have signs, fencing and landscaping.
- Project time schedule estimate is four months to contract and two months for construction.
- Initial order of priority is:
 1. Grubbing.
 2. Clusia hedge planting.
 3. Fence installation – *Collier County does not have an authorized fence contractor; options for contractors will be researched.*
- Design must be modified to accommodate Public Utilities lift station requirements for vehicle access and sight line visibility.
- A General Contractor will be engaged for the foundation work required for signage.
- The Vanderbilt Drive irrigation line extension will provide irrigation for the park.

Mr. Sells will:

- Request McGee & Associates re-design the entrance to the lift station and secure Public Utilities approval for construction.
- Apply for building, Right of Way and sign permits.
- Distribute an “*Invitation to Bid*” to qualified contractors.
- Solicit agreement from the Parks and Recreation Department for the M.S.T.U. to undertake the project.

VII. PROJECT MANAGERS REPORT – HARRY SELLS

A. BUDGET REPORTS for 1/3/2019

Mr. Sells provided an overview on the “*Vanderbilt MSTU Budget Report on Fund 143*” FY19 dated January 3, 2019 highlighting:

- FY19 Ad Valorem property tax revenue budget is \$1,345,200.00, an increase of 5.09%.
- Total revenue FY18 is \$4,722,770.26 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 \$4,568,170.26 of which \$1,378,291.62 is committed.
- Unencumbered Operating Expense funds available are \$3,188,157.31.
- Public Utility reimbursement of \$23,940.00 from Mitchell & Stark Construction for damage to M.S.T.U. property is credited under Line 17, Landscape Incidentals. An additional \$13,000.00 has been invoiced.
- MASTEC has not billed for repair service to the washout locations.
- Fiscal 2019 Cash Balance as of January 3, 2019 is \$3,324,177.02.

Mr. Sells noted funds are enough to finance completion of Phase III, Phase IV and the Conner Park restoration project.

B. GENERAL STATUS OF BURIAL PROJECT and DELAYS

Phases II and III Network Electrical Activation

Mr. Sells reported:

- FPL pole removal will commence January 7th from Vanderbilt Drive south of Willet to Vanderbilt Beach Road with an estimated time frame of three days for completion. The park parking lot will be closed during pole removal work.
- Poles are down on four streets; 80% - 90% of poles on three additional streets are down.
- Individual street lights mounted on FPL poles in the Right of Way (ROW) are down.
- Tradewinds Avenue underground utility was activated December 5, 2018; upon completion of individual cable testing, the southern finger streets from Lagoon Avenue to Oak Avenue will be converted.
- A schedule will be established with FPL for pole removal on the West side of Vanderbilt Drive for the area from Conners, Seabee, Germain, Seagull and Willet Avenues pending Quality Enterprises USA, Inc. (QE) and Mitchell & Starks' Utilities Project finalization.
- MASTEC has ceased work and will be mobilized at a future date.

C. STATUS OF PHASE IV

Underground Facilities Conversion Agreement – GAF Waiver

Mr. Sells contacted John Lehr, Florida Power & Light Company (FPL), for approval on the final draft of “*Applicant-Installed Facilities Agreement for Underground Conversion*” (WR #5686943) contract between the Board of County Commissioners for Collier County and Florida Power & Light Company (FPL) for the Vanderbilt Drive FPL Phase IV Project, encompassing the section from 111th Avenue to the north side of the third bridge. The agreement will enable the M.S.T.U. to assume responsibility as a sub-contractor for burying the utilities (like the activity for Phases 2 & 3).

Upon receipt of the executed document, *Invitations to Bid (IBD)* for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link installations and networks, will be distributed to qualified contractors in accordance with County procedure. The bids will be submitted to the Board of County Commissioners for approval.

A surveyor (RWA) has been retained to define easements required and facilitate issuance of DEP (Department of Environmental Protection) permits.

D. STREET WIDENING, SIDEWALK REPAIR, CURBING

The Public Utilities Department contractor, Mitchell & Stark, has agreed to increase the radius at the corners and widen street entrances to twenty feet for eleven finger street intersections. Sight distances will be improved by relocating the sidewalks at each intersection to the edge of Vanderbilt Drive and removing existing Right-of-Way landscaping. Curbing will be relocated to accommodate the widening and paver crosswalks installed by the M.S.T.U. upon completion of the asphalt paving.

E. NEW IRRIGATION LINE AND CONTROLLER – BID \$94,773 by STAHLMAN-ENGLAND

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.

Stahlman-England Irrigation submitted a “*Bid Schedule 19-7515 Vanderbilt Beach Irrigation*” in response to the *Invitation to Bid (ITB)* to connect the irrigation system to the existing main line in the amount of \$94,773.00. Lines 11 and 12 of the proposal totaling \$6,146.00 are estimates for repair damage caused by “others.” These expenses, if required, will be billed to PUD if it is determined the contractor was responsible for the damage.

The contract will be submitted to the Board of County Commissioners for approval in February 2019. Estimated time frame for completion of the actual work is three months.

Mr. Sjoström motioned to recommend 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. Second by Mr. Weber. Carried unanimously 4 - 0.

VIII. OLD BUSINESS

Vanderbilt Beach Residents Association Annual Meeting

The annual meeting will be held at 6:30 pm on January 31, 2019 at the Naples Park Community Center, 654 104th Avenue, Naples, FL.

Mr. Sells will provide easels and pads to record projects proposed by attendees. A survey will be distributed after the meeting to solicit residents’ opinions on the suggested projects.

IX. NEW BUSINESS

A. Meeting Location

Mr. Sells reported a “*Facility Agreement*” contract proposal from the Naples Park Area Association (NPAA) to allow the M.S.T.U. to occupy the space at 654 104th Avenue North for the express purpose of monthly meetings was executed for one year. Meetings will commence at 3:00 pm the first Thursday of each month through May.

The summer meeting schedule will be addressed on the May 2019 Agenda.

B. Possible New Projects

Mr. Sells introduced concepts for future improvements to the Vanderbilt Beach M.S.T.U. for Committee consideration including:

- **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).
- **Trees in ROW Finger Streets**
This item is not under consideration and will be removed from the Agenda.
- **Lighted Street Name Signs**
Lighting enhancement for street signs at intersections on Gulf Shore Drive and the finger streets off Vanderbilt Drive is under consideration pending completion of Public Utility construction.

Roadway Signs

Mr. Sells will research the entity responsible for temporary commercial signage on Vanderbilt Drive and request the signs be removed after April.

Manhole on Vanderbilt Drive

Mr. Sells will investigate the County's plans for a sunken manhole on Vanderbilt Drive.

X. PUBLIC COMMENT

None

XI. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 4:28 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: FEBRUARY 7, 2019 3:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL