



**Vanderbilt Beach M.S.T.U
Advisory Committee
3299 East Tamiami Trail Suite 103
Naples, FL 34112**

MARCH 7, 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
Wendy Warren - Premier

III. APPROVAL OF AGENDA

Mr. Sjostrom moved to approve the Agenda. Second by Ms. Miyamoto. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES OF FEBRUARY 7, 2019

Mr. Weber moved to approve the minutes of the February 7, 2019 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 4 - 0.

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

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

- Roadway landscaping was pruned.
- Bench bolts projecting from the concrete bench pad at Moraya Bay were removed.
- The Public Utilities contractor turns off irrigation due to construction; water truck supplementation for irrigation is insufficient and the grass is dying.

Mr. Sells requested Mr. Gross notify him if Mitchell & Stark does not turn on water when construction ceases at the end of the day.

Mr. Sells will:

- Solicit a Request for Quote (RFQ) from Ground Zero Landscaping for irrigation system installation for the four Hurricane Irma wash out areas.
- Meet with Ground Zero Landscaping to review pruning of landscaping on the corners to improve sight line visibility.

VI. PROJECT MANAGERS REPORT – HARRY SELLS

A. BUDGET REPORTS for 3/7/2019

Mr. Sells provided an overview of the “*Vanderbilt MSTU Budget Report on Fund 143*” FY19 dated March 7, 2019 and FY19 Unaudited dated March 6, 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).
- Carry Forward Generated was corrected by the budget department to \$1,530,329.74 vs. \$2,206,300.00 originally reported.
- The Millage rate remains constant at 0.5000.
- Operating Expense Budget is \$3,892,200.00 of which \$1,341,906.48 is committed.
- Unencumbered Operating Expense funds available are \$2,498,990.33.
- An invoice MasTec in the \$250K range is anticipated for repair service to date including the washout locations.
- 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.
- FEMA declined reimbursement for Hurricane Irma damage; the M.S.T.U. has been charged \$12,100.00 for the expense.
- Fiscal 2019 Cash Balance as of March 6, 2019 (unaudited) is \$3,829,049.03.

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

B. BUDGET FY20 PLAN

Mr. Sells distributed the Vanderbilt Beach M.S.T.U. FY-20 Preliminary Budget Plan highlighting:

- Adjusted Taxable values FY19 vs. FY18 reflect an increase of 5.1%.
- Projected M.S.T.U. income FY-20 is \$1,352,700.00, an increase of \$67,400.00.
- 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.

Mr. Sells will recap historical assessed property values for years 2005 through 2009 and the Committee will recommend a millage rate at the April 2019 meeting and grant preliminary budget approval for FY-20.

C. GENERAL STATUS OF BURIAL PROJECT and DELAYS

Phases II and III Network Electrical Activation

Mr. Sells reported:

- Excluding the five finger streets and a piece of Vanderbilt Drive, utility poles have been removed.
- Utility conversion for the five remaining finger streets will be activated on completion of Mitchell & Stark’s construction work.
- The Vanderbilt Drive detour will be in effect for several 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 is on the Board of County Commissioners Agenda for 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.
- Estimated time from bid process initiation to Board of County Commissioner’s approval is 6 months.
- The project will be funded from the 2020 budget with \$12,000 allocated for RWA Engineering to define the two required easements and facilitate issuance of the FDEP (Florida Department of Environmental Protection) and US Army Corps of Engineers permits.
- He will inquire regarding the anticipated length of time the bridge at the intersection of Bluebill Avenue and Vanderbilt Drive will be closed for construction and update the Committee at a future meeting.

E. 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 thirty 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.

A *Work Directive Change #69* increasing Purchase Order #4500170496 in the amount of \$85,058.95 for additional work for road and sidewalk restoration areas at the intersections of Vanderbilt Drive with eleven Finger Streets was presented.

Mr. Sjoström motioned to approve Work Directive Change #69 in the amount of \$85,058.95 for Mitchell & Stark for additional work for road and sidewalk restoration areas for Vanderbilt Drive and eleven finger street intersections including sidewalks, curbs and ADA Mats. Second by Mr. Weber. Carried unanimously 4 - 0.

F. CONNER PARK STATUS

Mr. Sells updated the Committee on the Conner Park project as follows:

- The sanitary sewer manhole in the mound will be raised to ground level by Mitchell & Stark.
- Four Community Sign fence posts will be eliminated from McGee & Associates design to accommodate variations in ground elevation.

- Three sign posts will be removed from the north side corner to create a homogenous visual effect.
- The design of the fence incorporates lower heights as it extends out from the sign.
- The distance between community sign posts is eight (8) feet; post distance for border fence is sixteen and one-half (16-1/2) feet.
- Committee will approve selection of landscape species.

McGee & Associates will finalize plan drawings with fence post removal modifications and prepare prints, including landscape specifications, for distribution to bid.

Mr. Sells will:

- Apply for a Building Permit for the south side of the road and a Right of Way (ROW) permit for the north side of the road.
- Solicit a Request for Quote from Ground Zero Landscaping for Clusia hedge purchase and planting.
- Secure Quotes for grubbing and fencing.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. 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 at Intersections**
Mr. Sells met with Transportation Solutions & Lighting for solar lighting options for traffic and street signs on February 8, 2019 and is awaiting a quote for a sign which will be installed on Heron Avenue as a test.

The Committee introduced two projects for consideration:

- Solar lighting embedded in roadway crosswalks for nighttime illumination.
- A commemorative bench for former Vanderbilt Beach M.S.T.U. Chairman Charles Arthur in the vicinity of the Dunes of Naples.
- Benches on Vanderbilt Drive. ***Mr. Sells** will propose suitable locations for new benches.*

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: APRIL 4, 2019 3:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL