



# Vanderbilt Beach M.S.T.U

## Advisory Committee

3299 East Tamiami Trail Suite 103  
Naples, FL 34112

NOVEMBER 7, 2019

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

**Chair Bruce Forman** called the meeting to order at 2:00 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. Sjostrom moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting subject to the following changes:**

*Change: Item IV. - Approval of the Minutes from May 2, 2019 to **October 3, 2019.***

*Delete: Item VIII. B – Consideration of Bruce Foreman and Gabriella Miyamoto as Advisory Committee Members.*

**Second by Mr. Harris. Carried unanimously 5 - 0.**

### IV. APPROVAL OF MINUTES OF OCTOBER 3, 2019

**Mr. Harris moved to approve the minutes of the October 3, 2019 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Weber. Carried unanimously 5 - 0.**

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

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

- Roadway landscape was pruned.
- Irrigation heads and laterals damaged by construction were repaired north of Willet Avenue.

Scheduled maintenance activity to enhance the landscape includes:

- Grass encroaching the sidewalks will be edged.
- Additional plants intertwined with existing plants will be removed.
- Abandoned irrigation boxes will be removed and sod installed.
- Weeds will be selectively treated with herbicide on completion of PUD construction.

## VI. PROJECT MANAGER REPORT – HARRY SELLS

### A. BUDGET REPORT for 11/7/2019

Mr. Sells provided an overview of the “*Vanderbilt MSTU Budget Reports on Fund 143*” FY20, dated November 7, 2019 highlighting:

- FY20 Ad Valorem property tax revenue budget is \$1,403,800.00, an increase of 5.09%.
- Total revenue FY20 is \$4,761,146.87 including investment interest, transfers and contributions (minus a 5% reserve of \$70,600).
- The Millage rate remains constant at 0.5000.
- Operating Expense Budget is \$4,632,746.87 of which \$1,066,381.72 is committed; \$4,536.27 expended.
- Unencumbered Operating Expense funds available are \$3,521,008.88.
- Documentation to support a credit of \$139,000.00 for M.S.T.U. property damages was supplied to the Public Utility Department (PUD) for reimbursement from Mitchell & Stark Construction
- Outstanding MasTec invoices, to be billed to PUD for repairs to the FPL Utility aerial to underground conversion for Phase III are estimated in the \$40,000.00 to \$50,000.00 range.
- Stahlman-England Irrigation’s invoice for \$7,280.00 for emergency repairs to irrigation lines dug up by Mitchell & Stark Construction will be billed to the PUD.
- Invoices to be submitted for Hole Montes against Purchase Order of \$276,773.91 for CEI Utility Conversion (Construction, Engineering and Inspection) are anticipated to be less. Hole Montes contract terminates December 31, 2019.
- Locate Holdings Purchase Order in the amount of \$65,189.00 is for utilities location services for areas not converted to underground service.
- Stahlman-England’s work to upgrade irrigation including all new main zone valves, control wires for every zone, controller and wires buried in conduit is complete.
- Accurate Grading’s sand delivery to modify the Conner Park mound at a cost of \$6,900.00 is complete.
- Purchase Orders for RWA (surveying) and Century Link (engineering design) apply to Phase IV construction.
- Fiscal Year 2020 Cash Balance as of November 7, 2019 is \$3,646,570.31.

### B. GENERAL STATUS OF BURIAL PROJECT

#### Phases II and III Network Electrical Activation

- MasTec has completed underground conversion connection to individual homes.
- Removal of utility poles is pending finalization of three items:
  1. Comcast must remove an aerial feed in the center of Connors Avenue.
  2. The street widening project resulted in one (1) conflict between a sidewalk entry and a box. The M.S.T.U. will relocate the box approximately four (4) feet from ~~the Right of Way (ROW) line to~~ the edge of Vanderbilt Drive to the Right of Way (ROW) line as soon as FPL gives the switching order. The power shut off will be specific to that box and the work will be completed in one (1) day.
  3. The PUD relocated two (2) lift stations from Vanderbilt Drive to Naples Park. FPL ran the power line from the center pole to south of 103<sup>rd</sup> Street and cannot connect their cable to the M.S.T.U. underground cable because the underground cable is too deep to reach. Upon receipt of the final design and switching order to connect to the M.S.T.U. system, the work will be executed, and the poles taken down.

- The two (2) old lift stations on Vanderbilt Drive and 103<sup>rd</sup> Avenue will be “cut off” several feet below ground, covered with fill and topped with sod.
- The new lift stations will have back-up generators.
- Florida Power & Light (FPL) issued a contract to Pike Electric Corporation to remove all light poles on Vanderbilt Drive and five finger streets (Conners, Seabee, Germain, Seagull and Willet Avenues).
- All streets are paved.
- Phases I, II and III of the burial projects are projected to be complete by end December.

#### New Irrigation Line

Stahlman-England has completed the irrigation line installation on Vanderbilt Drive consisting of lines encased in buried plastic conduit, wiring for control zones and a new controller. The new system extends 150 feet to accommodate irrigation of Conner Park and is functioning as intended.

### C. GENERAL STATUS OF FINGER STREET ENTRANCE WIDENING

#### Street Widening

- Mitchell & Stark agreed to increase the radius to thirty feet (30) at the corners and widen street entrances to twenty feet (20) for eleven finger street intersections. Sidewalks at each intersection were relocated to the edge of Vanderbilt Drive to improve sight distances. Curbing was relocated to accommodate the widening and paver crosswalks will be installed by the M.S.T.U. upon completion of the asphalt paving.
- Except for the sidewalk entry location affected by the box repositioning (noted under B. second bullet, #2), Mitchell & Stark poured all sidewalks and curbs on Vanderbilt Drive and the five (5) finger streets
- The M.S.T.U. will move the sidewalks out on Flamingo, Heron and Egret Avenues when Mitchell & Stark exit the site.
- Sidewalks damaged by the irrigation installation will be repaired by the M.S.T.U.
- Consideration by the Committee for street curbing and pavers on three Gulf Shore Drive finger streets is tabled pending Stormwater’s dredging of five (5) channels.

#### Crosswalk Pavers

A Request for Quote (RFQ) for crosswalk pavers for the fourteen finger streets, including the “washout” streets and the entry crosswalk at The Dunes of Naples, will be solicited upon completion of sidewalk relocation.

*As requested by the Committee, Mr. Sells will research availability of ADA Compliant Pavers which provide visual as well as textural contrast to conventional publicly utilized crosswalk pavements.*

### D. STATUS OF PHASE IV

**Mr. Sells** reported:

- *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 will be distributed in accordance with County policies to qualified contractors.
- The bids will be submitted to the Board of County Commissioners for approval.

- A CEI service contract will be “direct select” from Stantec. The contract is contingent on Committee approval.
- Restrictions inhibit underground burial of utility lines on waterways with bridge spans; consequently, the plan is to string the utility wires from the bridge.
- Start-up date goal for Phase IV is March 2, 2020.

*Mr. Sells will meet with Mr. Harris to finalize the irrigation design and landscaping for the north side of the Dunes of Naples property.*

#### **E. CONNER PARK STATUS AND DISCUSSION**

**Mr. Sells** provided an update on the project noting:

- One hundred eighty feet (180’) of Clusia hedge was installed bordering the Conner Park walkway north of Flamingo Avenue. The hedge will be maintained at a height of ten feet (10’) in accordance with ~~community requests~~ ~~County code~~.
- Some landscaping in front of the mound can be planted.
- Two (2) new signs will be constructed, ~~one on each~~ ~~on each~~ -side of the road.
- The park side sign on the south side of the road requires a Building Permit and a Sign Permit; the sign on the north side of the road requires a Right of Way (ROW) permit.
- The mound is built.
- The retaining wall around the sanitary manhole will be modified to flow better.
- A Request for Quote has been issued for the signage, fencing and lighting.
- Collier County approved General Contractors will bid the project.
- Proposals will be presented to the Committee for approval.
- Landscaping will be installed when the sign structure is in place.
- Estimated time frame for project completion is three (3) to five (5) months.

#### **VII. OLD BUSINESS**

##### **Resident Survey**

**Mr. Sells** will provide results from the County sponsored survey, prepared by the various operational divisions, administered and distributed by a third-party contractor, Qualtrics at the December meeting.

#### **VIII. NEW BUSINESS**

##### **A. RENEWAL OF BY LAWS**

The Vanderbilt Beach Municipal Service Taxing Unit (M.S.T.U.) Bylaws were finalized with Ms. Miyamoto’s signature.

##### **EB. REQUEST BY STORMWATER FOR MSTU TO REPLACE SIDEWALKS AT FIVE WASHOUTS**

**Mr. Sells** reported:

- A written request from the Stormwater Division requesting the Vanderbilt Beach M.S.T.U. to assume financial responsibility for sidewalk restoration of areas washed out by Hurricane Irma was distributed to the Committee.
- It was noted at the previous meeting the estimated cost for the project is \$50K to \$80K for approximately three hundred (300) to three hundred-fifty (350) linear feet.
- The Committee recommended the Road Maintenance Department, the entity responsible for sidewalk maintenance, share the cost of the restoration with the M.S.T.U.

*Mr. Sells will solicit a quote proposal for sidewalk restoration and request the Road Maintenance Department share the expense with the M.S.T.U.*

**DC. POSSIBLE NEW PROJECTS**

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

- **Refurbishment of Vanderbilt Drive Landscape**  
A comprehensive landscape renovation project will be considered in 2020 upon completion of Public Utility 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.
- **Lighted Street Name Signs at Intersections Along Gulf Shore Drive and Vanderbilt Drive**  
The project is pending on development of technology to provide attractive, small scale LED Solar lighting.

**IX. PUBLIC/BOARD COMMENTS**

**Community Outreach**

The Committee suggested an annual newsletter to relay the benefits and accomplishments of the M.S.T.U. and gather feedback for new projects be mailed “in season.”

**Public Relations**

A “Ribbon Cutting Ceremony” style event for the Underground Burial and Vanderbilt Waterway Dredging Projects should be considered on completion.

**X. ADJOURN**

**There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:43 P.M.**

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

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Bruce Forman, Chairman

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

NEXT MEETING DATE: DECEMBER 5, 2019 2:00 P.M.  
NAPLES PARK COMMUNITY CENTER  
654 104<sup>TH</sup> AVENUE, NAPLES, FL