



# Vanderbilt Beach M.S.T.U

## Advisory Committee

3299 East Tamiami Trail Suite 103  
Naples, FL 34112

DECEMBER 6, 2018

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

**Chair Bruce Forman** called the meeting to order at 2:03 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 of the Vanderbilt Beach M.S.T.U. as amended:  
Add: Item IX: New Business – C. Vanderbilt Beach Residents Association Annual Meeting.  
Second by Mr. Weber. Carried unanimously 5 - 0.*

### IV. APPROVAL OF MINUTES OF NOVEMBER 1, 2018

*Ms. Weber moved to approve the minutes of the November 1, 2018 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:

- The landscaping is in good condition.
- Ficus hedge stumps were removed.
- Several sprinkler heads were replaced and lowered to be flush with the existing soil grade.
- He recommended the irrigation schedule be increased to four days a week.

*Mr. Sells noted Collier County's irrigation policy allows established landscaping to be watered three times per week - Sunday, Tuesday and Thursday. The schedule can be increased if new plantings are installed.*

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

Public Meeting November 14, 2018

A Collier County public informational meeting was held November 14, 2018 at North Collier Regional Center. Vanderbilt Beach MSTU Staff participated with coverage on the Underground Burial, the proposed Dredging M.S.T.U. and Conner Park refurbishment projects. Visual design graphics, prepared by McGee & Associates, were on display for the Conner Park project.

Public comments were positive on the Gateway Concept, Signage and Landscaping. A single attendee expressed concern the plan contained too many plants.

During Committee discussion the following was addressed:

- **Mr. Sells** will develop a “*Scope of Work*” document for the project with a targeted distribution date for *Invitations to Bid (IBD)* to qualified contractors of January 2019.
- Both north and south sides of the park entrance will have signs, fencing and landscaping.
- A time frame of four months to contract and two months for construction places estimated project completion date for summer 2019.
- Potentially the project will be divided into the following categories to ensure competitive pricing:
  1. Grubbing, grading and berming, sidewalk/paver adjustments, Clusia hedge planting and fence installation.
  2. Signs and fences.
  3. Landscaping and irrigation.
- Proposed signage is sixty-four (64) square feet – north side preliminarily approved by Diane Compagnone, Site Plans Reviewer, Collier County; south side is in the ROW which is exempt from the Sign Ordinance.
- Parks and Recreation Department approval of the signage and Public Utilities approval of the fencing must be finalized.
- The south side of the park project will connect and be irrigated by the Vanderbilt Drive irrigation system.
- The Dunes of Naples has volunteered to provide water for irrigation to the north side of Bluebill Ave.

**Mr. Sells will:**

- Explore installation of an enclosed “bulletin board” on site displaying the proposed design plans.
- Apply for all building and Right of Way permits simultaneously.
- 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.
- Research drip irrigation as a method to water new plantings until they are established.

***Ms. Miyamoto motioned to approve the plan and concept for refurbishment of the Conner Park Gateway, in accordance with the Vanderbilt Drive Landscape Improvement Plan, designed by McGee & Associates, Landscape Architecture, for the north and south sides of Conner Park. Second by Mr. Harris. Carried unanimously 5 – 0.***

## **VII. PROJECT MANAGERS REPORT – HARRY SELLS**

### **A. BUDGET REPORTS for 12/6/2018**

**Mr. Sells** provided an overview on the “*Vanderbilt MSTU Budget Report on Fund 143*” FY19 dated December 6, 2018 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 \$1,385,296.99 is committed.
- Unencumbered Operating Expense funds available are \$3,188,957.31.

- Fiscal 2019 Cash Balance as of December 6, 2018 is \$3,338,778.53.

*Mr. Sells noted funds are sufficient 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 commenced November 14<sup>th</sup> on Bluebill Avenue, Vanderbilt Drive to Egret Avenue, Flamingo, Heron and Conners Avenues, Vanderbilt Beach Road, a small section of Gulf Shore Drive to Vanderbilt Beach Road and Vanderbilt Drive south of Willet to Vanderbilt Beach Road.
- Tradewinds Avenue underground utility was activated December 5, 2018; on completion the southern finger streets from Lagoon Avenue to Oak Avenue will be converted.
- A switching order from FPL is anticipated in the next week at which time the south end of Vanderbilt Drive will be activated.
- Approximately one-third of the poles are down.
- Quality Enterprises USA, Inc. (QE) and Mitchell & Starks Utilities Project to repair washout damage on the West side of Vanderbilt Drive impacting Conners, Seabee, Germain, Seagull and Willet Avenues, is complete. **Mr. Sells** will confer with FPL management to establish a schedule and guidelines for pole removal.

*The Committee agreed pole removal will cease as of December 20, 2018 and commence on January 7, 2019 to accommodate holiday traffic and activities.*

**C. STATUS OF PHASE IV**

**Underground Facilities Conversion Agreement – GAF Waiver**

The Board of County Commissioners (BCC) approved the “*Underground Facilities Conversion Agreement – Government Adjustment Factor Waiver*” contract between Florida Power & Light Company (FPL) and the Vanderbilt Beach M.S.T.U. for the Vanderbilt Drive FPL Phase IV Project in the amount of \$287,680.00 and the “*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 111<sup>th</sup> Avenue to the north side of the third bridge, enabling the MSTU to assume responsibility as a sub-contractor for burying the utilities (similar to the activity for Phases 2 & 3) are executed. Upon completion FPL will assume responsibility for the network.

- Pending receipt of modifications contracts will go out to bid for the burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link installations and networks.
- Utilities will be installed “inboard” of the sidewalk.
- *Invitations to Bid (IBD)* will be distributed to qualified contractors in accordance with County procedure.
- Bids will be submitted to the Board of County Commissioners for approval.
- Estimated timeline for construction is May or June 2019.
- The Vanderbilt Drive traffic detour is estimated to be in effect under until September 2019.

**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 within six feet of Vanderbilt Drive and removing existing Right-of-Way landscaping.

Curbing and sidewalks will be relocated to accommodate the widening and paver crosswalks installed by the M.S.T.U. on completion of asphalt paving - estimated time frame one year.

**E. NEW IRRIGATION LINE AND CONTROLLER**

The irrigation line installation on Vanderbilt Drive consisting of new lines encased in plastic conduit and wiring for control zones is complete. Contract proposal submissions in response to the *Invitation to Bid (ITB)* to connect the system to the existing main line are due December 7, 2018. In accordance with Collier County policy, the new system with capacity to irrigate Conner Park will be activated once the bid is awarded to a qualified contractor.

*The Committee authorized Mr. Sells to replace the controller and move it to the south side of the street at a cost of \$2,500.00*

**VIII. OLD BUSINESS**

None

**IX. NEW BUSINESS**

**A. Meeting Location**

Mr. Sells presented a "Facility Agreement" contract proposal from the Naples Park Area Association (NPAA) to allow the M.S.T.U. to occupy the space at 654 104<sup>th</sup> Avenue North for the express purpose of monthly meetings. A \$65.00 donation per hour, or \$130.00 per meeting, is due prior to the date of the event.

The Committee discussed options for meeting space, including the Claussen Family Center at ST. John's Church, 625 111<sup>th</sup> Avenue, and agreed to hold meetings at the NPAA.

*Mr. Weber motioned to approve M.S.T.U. meetings be held at the Naples Park Area Association (NPAA) Community Center, 654 104<sup>th</sup> Avenue North at a cost of \$65.00 per hour through October 1, 2019. Second by Mr. Sjostrom. Carried unanimously 5 – 0.*

**B. Possible New Projects**

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

- **Street Lights**  
*This project will be removed from future Agendas.*

- **Park Benches**  
Mr. Sells will replace two park benches on the corner of Vanderbilt Beach Road and Vanderbilt Drive and Palm Court. The style will replicate the bench at Moraya Bay. Additional installations, including consideration for School Bus Stop locations, will be discussed in future meetings.

*This item, having been acted on, will be removed from the Agenda going forward.*

- **Trash Cans on Vanderbilt Drive**

*This project is not for consideration and, as a result, removed from future Agendas.*

- **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**

A resident's proposal to plant trees on one or both sides of the finger streets will be considered.

- **Lighted Street Name Signs**

Lighting enhancement for street signs on Gulf Shore Drive is under consideration pending completion of Public Utility construction.

### **Vanderbilt Drive Sidewalks**

The Committee discussed a sidewalk installation on the east side of Vanderbilt Drive to provide safety for pedestrians and bicyclists, noting the County should be the entity to undertake the project. The project is conceptually doable; however, the M.S.T.U. Boundary line would have to be extended to the east ROW line of the street. This would require BCC approval.

### **C. Vanderbilt Beach Residents Association Annual Meeting**

The annual meeting is scheduled for the end of January 2019 at the Naples Park Community Center, 654 104<sup>th</sup> Avenue. Residents will be invited to participate in the event and propose projects they would like to have implemented. A survey will be distributed after the meeting to solicit residents' opinions on the suggested projects.

### **Community Outreach**

**Mr. Sells** noted the MSTU has adopted a "*Community Outreach Plan*" outlining the public outreach efforts to provide information and solicit input from tax paying residents. Efforts highlighted in the plan include:

- Monthly Meetings – *ongoing and open to the public.*
- Community Surveys – *a questionnaire to ascertain projects of future interest has been distributed to residents.*
- Public Meetings – *enhanced communication via information articles and HOA meeting presentations by Staff and Committee members.*
- Comprehensive Mailings – *Fliers and Newsletters.*
- Newspaper Guest Commentary- *publication of articles directed by Staff to disseminate information to the public.*

**Mr. Harris** invited **Mr. Sells** to deliver a presentation to residents of *The Dunes of Naples.*

**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 3:37 P.M.**

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

  
\_\_\_\_\_  
Bruce Forman, Chairman

The minutes approved by the Board/Committee on \_\_\_\_\_ January 3, 2019  
“as submitted” [] or “as amended” [].

NEXT MEETING DATE: JANUARY 3, 2019 3:00 P.M.  
NAPLES PARK COMMUNITY CENTER  
654 104<sup>TH</sup> AVENUE, NAPLES, FL