



Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103
Naples, FL 34112

MARCH 1, 2018

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Forman called the meeting to order at 2:00 P.M. 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: Michael McGee – Landscape Architect
 Tom Chmelik - P.E., PMP Director
 Jennifer Rainey – Operations Analyst, Public Utilities
 Wendy Warren - Juristaff

III. APPROVAL OF AGENDA

Mr. Sjostrom moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES OF JANUARY 4, 2018 AND FEBRUARY 1, 2018

January 4, 2018

Mr. Harris moved to approve the minutes of the January 4, 2018 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

February 1, 2018

Mr. Sjostrom moved to approve the minutes of the February 1, 2018 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

V. ELECTION OF OFFICERS – CHAIRMAN AND VICE-CHAIRMAN

Nomination for Chair

Mr. Sjostrom nominated Bruce Forman for the position of Chair of the Vanderbilt Beach M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Mr. Harris. Nominations were closed and no others were tendered. Mr. Forman assumed the Chair.

Nominations for Vice-Chair

Ms. Miyamoto nominated William Sjostrom for the position of Vice-Chair of the Vanderbilt Beach M.S.T.U. Advisory Committee for one year, or until a successor is appointed.

Second by Mr. Harris. Nominations were closed and no others were tendered. Mr. Sjoström assumed Vice-Chair.

VI. INTRODUCTION OF MIKE McGEE - LANDSCAPE REPORT

Mr. Sells introduced Mike McGee, McGee & Associates, noting he is one of seven landscape architects under contract with Collier County. A walking tour of Conner Park and Vanderbilt Drive was conducted to familiarize Mr. McGee with the scope of the project.

Mr. McGee shared his background with members noting he has worked with Collier County M.S.T.U.'s since the mid 1980's and is a certified arborist. He proposes to work with the Committee to develop concepts for landscape design to enhance Vanderbilt Beach's community identity.

During Committee discussion the following was noted:

- A list of McGee and Associates current and completed projects will be made available to the Committee.
- Mr. Sells will forward Mr. McGee's contact information to the members.
- Committee ideas for landscape design will be solicited.
- Protection of habitat for marine species such as Manatees, maintenance of existing aquatic vegetation and resident's privacy concerns will be incorporated into the planning as necessary.
- Mr. Sells will communicate with eight homeowners on Flamingo Avenue to address intent to remove debris from the Conner's Park embankment.
- A tree surgeon will be consulted to obtain direction on the process for the debris removal.

Tom Chmelik, PE, PMP Director, will update Mr. Sells regarding the schedule for electrical activation of the irrigation system.

Mr. Harris motioned to approve McGee & Associates proposal of services for Landscape Architectural Services for Vanderbilt Beach M.S.T.U., Vanderbilt Beach Drive & Bluebill Avenue Roadways and Conner Park Beautification Improvements 2018-006P, dated February 28, 2016, in the amount of \$24,075.00. Second by Mr. Sjoström. Carried unanimously 5 - 0.

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

Mr. Gross reported on landscape maintenance as follows:

- Six sprinkler heads damaged by utility trucks were repaired.
- Exotics were removed by hand from hedges.
- Bench installed, pavers aligned and joints sanded, at Moraya Bay. Pavers will be pressure washed week of March 10, 2018.
- Bench anchor screws will be leveled.
- Mr. Sells will provide a Purchase Order to Ground Zero Landscape to fertilize the areas of Conner's Avenue north.

The M.S.T.U. will remove a damaged Oak Tree on Vanderbilt Drive by The Dunes of Naples and replace it with a specimen tree selected by the Committee.

VIII. PROJECT MANAGERS REPORT – HARRY SELLS

A. BUDGET REPORT for 03/01/2018

Mr. Sells provided an overview on the “Vanderbilt MSTU Budget Report on Fund 143” FY18 dated March 1, 2018 including distribution of the Adjusted Balance Sheet (Unaudited) 3/1/18 highlighting:

- \$1,146,509.96 of the FY18 Ad Valorem property tax revenue budget of \$1,280,300.00 has been collected.
- Total revenue FY18 is \$3,280,236.70 including investment interest, transfers and contributions (minus a 5% reserve of \$64,300).
- Operating Expense Budget is \$3,142,436.70 of which \$1,041,213.77 is committed; \$69,916.52 is expended.
- Unencumbered Operating Expense funds available are \$2,031,306.41.
- The Hole Montes change order request for \$331,357.00 for contract extension, approved by the Board of County Commissioners (BCC) at the February 2018 meeting is reflected in the budget.
- A \$460,904.27 Change Order request to MasTec’s contract will be presented to the Board of County Commissioners for approval with the Advisory Committee’s recommendation. Funds are allocated under *Other Contractual*, Line 17, in the budget.
- Fiscal 2018 Unaudited Cash Balance as of March 1, 2018 is \$3,125,493.29.

B. PRELIMINARY FY 2019 BUDGET

Mr. Sells distributed the Vanderbilt Beach M.S.T.U. FY19 Proposed Budget highlighting:

- Adjusted Taxable values FY18 vs. FY17 reflect an increase of 7.34%.
- Financial assignment for Insurance General (Line 23) and Indirect Cost (Line 15) are provided by the Budget Department.
- 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 18 income level.
 - Maintain the current millage rate, increasing revenue to \$1,370,000.00, providing opportunity to fund future projects.

The Committee agreed to maintain the millage rate at 0.5000.

C. GENERAL STATUS OF BURIAL PROJECT and DELAYS

Phases II and III Network Electrical Activation

Mr. Sells distributed three maps for *Vanderbilt Drive Cul-de-Sacs Public Utilities Renewal Project*, “Exhibit A” MSTU Energize Feeders, “Exhibit B” MSTU Energize Primary & Secondary north and south and “Exhibit C” MSTU Energize Feeder, Primary and Secondary for area impacted by the washouts depicting the projected start and end dates by street location for activation. He noted:

- Public Utility’s construction potential completion date is June 2018.
- Costs for the activation of the network may be modified due to project delays requested by Public Utilities and potential deterioration of the buried components.
- Any increased costs to the MSTU will be absorbed by Public Utilities. Costs will be billed by Hole Montes, Inc. and USIC (Underground Utility Location and Damage Prevention).

- MasTec North America, Inc.’s contract will be extended to 2019 with approval of the Advisory Committee and Board of County Commissioners (BCC). The estimated completion contract date is late 2019.
- A work order modification extending Hole Montes contract in the amount of \$331,357.00 was approved by the Board of County Commissioners and work is anticipated to commence in May 2018.
- The MSTU will test system components prior to the conversion (in lieu of replacement of 190 transformers) to confirm insulation has not deteriorated or been damaged.
- The Switching Order required for Florida Power & Light to activate power has been written, but electrical activation cannot be done until Mitchell & Stark’s construction is complete per the agreement with Public Utilities.
- The “feeders” and “primaries” will be tested prior to conversion followed by activation of the transformers. Conversion stages are a) single family homes; b) high rise structures (some transformers must be changed) and c) finger streets.
- As demonstrated in Exhibits A and B, the north and south ends of Vanderbilt Drive and contingent finger streets can be activated exclusive of the streets affected by the “washouts.”
- The underground network and existing utility poles will be active simultaneously for up to three months to confirm the new underground system is stable.
- FPL has consented to “staging” of pole removal.
- Estimated commencement dates for feeders (Exhibit A) are May 2018 for the north end and June 2018 for the south end of Vanderbilt Drive; Bluebill Avenue including The Dunes of Naples may be energized in May.
- Projected phasing dates to energize primary & secondary feeders (Exhibit B) are May 2018 for the north segment and May 2019 for the south segment of Vanderbilt Drive.
- Scheduled phasing date to activate the streets affected by the ‘washouts’, outlined in yellow on Exhibit C, is March 2019.

MasTec CO 36-\$460,904.27

Mr. Sells presented a contract modification to grant an extension to 2019 for MasTec North America, Inc., in the amount of \$460,904.27. He noted:

- The expenditure modification covers the delay in project completion requested by Public Utilities and the increased costs caused by that delay, increased costs caused by rearranging the sequence of work and damage caused by Hurricane Irma.
- The estimated completion contract date is late 2019.
- With approval of the Advisory Committee, the change order will be presented to the Board of County Commissioners (BCC) for approval.

Mr. Sjostrom motioned to approve MasTec North America, Inc.’s proposal for modification to contract #15-6437, FPL Utility Conversion at Vanderbilt Beach, dated February 22, 2018, in the amount of \$460,904.27. Second by Mr. Miyamoto. Carried unanimously 5 - 0.

D. STATUS OF PHASE IV DESIGN

Mr. Sells reported:

- The schedule for the Vanderbilt Drive FPL Phase IV Project, encompassing the section from 111th Avenue to the north side of the third bridge is contingent on Board of County Commissioners (BCC) approval on a timeline provided by Mr. Sells.
- Staff has scheduled a walk through with Florida Power & Light for March 8, 2018.

- The project will go out to bid if the FPL plans are available for distribution.
- The MSTU will assume responsibility for the work (similar to the activity for Phases 2 & 3).
- With BCC approval an *Invitation to Bid* will be distributed to qualified contractors.

Mr. Sells will notify the Committee members of the start date for Phase IV.

E. STREET WIDENING

Mr. Sells distributed the document “*Intersection Improvements*” detailing the Public Utilities proposed project restoration of remaining intersections to increase the radius corners and widen street entrances twenty (20) feet wide. Sight line issues will be improved by relocating the sidewalks within six feet of Vanderbilt Drive and removing existing Right-of-Way landscaping.

- Public Utilities agreed to design the project to the M.S.T.U.’s specifications with drawings prepared by their engineering firm.
- Mitchell & Stark will assume responsibility for construction for eleven finger streets; the first three finger streets, already completed, will be reviewed for change.
- Cost for the brick crosswalk and relocation of the sidewalk will be borne by the M.S.T.U.
- The proposal represents a significant financial savings to the M.S.T.U.

F. CONNER PARK LANDSCAPING

Mr. Sells reported Mr. McGee will develop a landscape design for the area consistent with the goals expressed by Committee members and the community.

G. DREDGING OF BAY and WATERWAYS

Mr. Sells reported a group of Vanderbilt Beach residents are working to create a new M.S.T.U. to address dredging of the bay and waterways.

The Board of County Commissioners has the authority to create an M.S.T.U. if residents produce a favorable petition signed by 50% plus 1 of the residents.

H. BENCH INSTALLATION at MORAYA BAY

Mr. Sells distributed a photograph of the bench installation at Moraya Bay and the Committee agreed the style should be adopted as the new standard.

Mary Mickelson’s thank you note to the M.S.T.U. for the Moraya Bay bench was shared with members.

IX. OLD BUSINESS

None

X. 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:

- **Street Lights**
- **Park Benches**

Additional benches will be considered for installation on completion of the County’s utility project.

- **Trash Cans on Vanderbilt Drive**
Trash cans would be placed next to benches on completion of utility construction. Ground Zero Landscaping would be responsible for trash bag removal weekly and the affiliated cost incorporated into his landscaping contract.
- **Refurbishment of Vanderbilt Drive Landscape**
This project will be considered for implementation on completion of Public Utility construction in April 2019.
- **Sidewalks east and west side of Gulf Shore Drive**
This project requires designing and fund allocation.
- **Trees in ROW Finger Streets**
A resident’s proposal to plant trees on one or both sides of the finger streets will be taken into consideration.

XI. PUBLIC COMMENT/BOARD COMMENT

The M.S.T.U. installed mulch on the south side of the two Bluebill Avenue parking lots servicing Conner Park. The north side of the parking islands is the responsibility of the Parks and Recreation Department; **Mr. Sells** will request they mulch the area.

Mr. Sells will research the entity responsible for power washing the sidewalks entering Conner Park and report his finding to the Committee.

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:35 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2018
“as submitted” [] **OR** *“as amended”* [].

NEXT MEETING DATE:

APRIL 5, 2018 2:00 P.M.
 “CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
 625 111TH AVENUE, NAPLES, FLORIDA