



Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103
Naples, FL 34112

NOVEMBER 1, 2018

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Bruce Forman called the meeting to order at 2:00 P.M. A quorum of three was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Bruce Forman – Chairman
 William Sjostrom – Vice Chair (Excused)
 Mark Weber
 Gabriella R. Miyamoto
 William Arell Harris (Excused)

Staff: Harry Sells - Project Manager

Others: Mike McGee – Landscape Architect
 Aaron Gross – Ground Zero Landscaping
 Wendy Warren - Premier

III. APPROVAL OF AGENDA

Mr. Weber moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. as amended:

Item IV: Approval of the Minutes of September 6, 2018 to Approval of the Minutes of October 4, 2018.

Second by Ms. Miyamoto. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES OF OCTOBER 4, 2018

Ms. Miyamoto moved to approve the minutes of the October 4, 2018 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Weber. Carried unanimously 3 - 0.

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

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

- General landscape maintenance was performed including pruning and weeding.
- The Public Utilities contractor is repairing the irrigation system bordering the sidewalks where necessary.
- **Mr. Sells** will approve December application of fertilizer for Vanderbilt Drive.

During Committee discussion the following was addressed:

- Two large Ficus hedges were cut to the top of the existing wall height conforming to MSTU standards.
- Soil applied insect treatment to prevent Whiteflies on Ficus has been effective.
- **Mr. Sells** will discuss removal of property line hedge on the corner of Willet Avenue and Vanderbilt Drive to expose the wall with the property owner at a future date.

- Sidewalk installation on the east side of Vanderbilt Drive should be considered to provide safety for pedestrians and bicyclists.
 - The MSTU Boundary line could be extended to the east ROW line of the street to enable the MSTU to install a sidewalk. This would require BCC approval.
 - Drainage issues would have to be evaluated as Public Utilities (PUD) installed underground pipe and closed the swales up to 108th Avenue.
 - The estimated project cost for design and installation is in the \$1,250,000.00 range.
 - The project could be considered on completion of the Phase IV and Conner Park projects.

VI. CONNER PARK – MIKE McGEE, McGEE & ASSOCIATES

Mr. McGee reported the Vanderbilt Drive Landscape Improvement Plans for Conner Park are at the 90% design level.

Mr. Sells reported Collier County’s Wastewater Division Collections Section does not want columns on the street side of the County Lift Station Facility on Bluebill Ave. citing vehicle visibility limitations and truck access interference. Two posts west of the community identification sign, one which would have to be moved back, would be acceptable.

During Committee discussion the following was addressed:

- **Mr. Sells** will develop a “*Scope of Work*” document for the project with a targeted date for *Invitations to Bid (IBD)* to qualified contractors of January 2019.
- A time frame of four months to contract and two months for construction from inception of Scope of Work document places estimated project date for fall 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. Masonry for sign walls and columns.
 3. Irrigation.
 4. Landscaping.
- Both north and south sides of the park entrance will have signs, fencing and landscaping.
- 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.
- Signs posts are thirty inches (30) wide with veneer.
- Concrete sidewalks will be considered in lieu of paver walkways on the Park entryway perimeter.
- An Invitation to Bid (ITB) has been prepared by Mr. Sells for extension of the MSTU.’s irrigation system on completion of refurbishment. The Dunes of Naples has volunteered to provide water for irrigation to the north side of Bluebill Ave.

Mr. Sells will:

- Obtain building and Right of Way permits.
- Secure a proposal estimate for annual maintenance and irrigation expenses.
- Solicit agreement from the Parks and Recreation Department for the MSTU to undertake the project.

Public Meeting November 14, 2018

A Collier County public informational meeting will be held November 14, 2018 at North Collier Regional Center. Vanderbilt Beach MSTU Staff will participate with coverage on the Underground Burial and Conner Park refurbishment projects.

Mr. McGee will provide presentation color graphics for the Conner Park project. Community feedback will be considered and the Committee will move forward with the project at the December 2018 meeting.

VII. PROJECT MANAGERS REPORT – HARRY SELLS

A. BUDGET REPORTS for 11/1/2018

Mr. Sells provided an overview on the “*Vanderbilt MSTU Budget Report on Fund 143*” FY19 dated November 1, 2018 and the “*Adjusted Balance Sheet (Unaudited) as of September 30, 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 \$1,394,303.46 is committed.
- Unencumbered Operating Expense funds available are \$3,193,387.31.
- Reimbursement from the Public Utilities Department of \$23,940.00 for damages caused primarily by Underground Utility and Location and Damage Protection (USIC), the locator company, and Hole Montes, is reflected as a credit on Line 16, Landscape Incidentals.
- MasTec will invoice the MSTU for eight underground cable repairs on Vanderbilt Drive (6), Flamingo Avenue (1) and on Bayside Avenue (1). The invoice will be paid by the MSTU and submitted to Collier County PUD for reimbursement.
- Fiscal 2019 Unaudited Cash Balance as of November 1, 2018 is \$3,125,493.29.

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

Ms. Arnold received notification a Florida Power & Light (FPL) crew was on site to evaluate removal of poles. **Mr. Sells** will confer with FPL management to establish a schedule and guidelines for pole removal.

- The majority of the system has been converted from the aerial to the underground network.
- The underground network is activated except for the six finger streets from Connors Avenue south and Vanderbilt Drive in front of it.
- November 6, 2018 the five south finger streets of Tradewinds, Lagoon, Bayside, Pine and Oak Avenues will be activated.
- MasTec will cease working until April – May 2019 once conversion of the five south finger streets noted is complete.
- On FPL’s approval, poles will be removed on Bluebill Avenue, Vanderbilt Drive to Egret Avenue, the north three finger streets, Vanderbilt Beach Road, a small section of Gulf Shore Drive to Vanderbilt Beach Road and Vanderbilt Drive south of Willet to Vanderbilt Beach Road.

- The five “washout” street locations are on one circuit and cannot be activated until Quality Enterprises USA, Inc. (QE) and Mitchell & Starks Utilities Project on the West side of Vanderbilt Drive are complete (estimated for April 2019).

C. STATUS OF PHASE IV DESIGN

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 111th 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.
- A contract for Construction Engineering Inspection (CEI) professional services will be drafted and Request for Quote’s (RFQ) solicited.
- 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 five to six months with a possible start date of April 2019.

D. STREET WIDENING, SIDEWALK REPAIR, CURBING

The Public Utilities Department contractor, Mitchell & Stark, has agreed to increase the radius 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.

Paver crosswalks will be installed by the MSTU on completion of asphalt paving - estimated time frame one year.

E. NEW IRRIGATION LINE

The irrigation line installation on Vanderbilt Drive consisting of new control wires encased in plastic conduit is complete. An *Invitation to Bid (ITB)* to connect the system to the existing main line will be posted November 2, 2018. In accordance with Collier County policy, the new system will be activated once the bid is awarded to a qualified contractor.

VIII. OLD BUSINESS

None

IX. 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**
Street lights will be considered as a future project on completion of Phases II and III construction.
- **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. The Landscaping contractor would be responsible for trash removal weekly with the costs incorporated into the landscaping contract.
- **Refurbishment of Vanderbilt Drive Landscape**
This project will be considered for implementation upon completion of Public Utility construction and the underground utility project.
- **Sidewalks east and west side of Gulf Shore Drive**
This project requires designing and fund allocation. Sidewalks must conform to codes and be ADA compliant. Property owners are responsible to install and maintain sidewalks in the Right of Way (ROW)
- **Sidewalks east side of Vanderbilt Drive**
The Committee requested the addition of the sidewalk project be added to this category.
- **Trees in ROW Finger Streets**
A resident’s proposal to plant trees on one or both sides of the finger streets will be considered.

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 Vice-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: DECEMBER 6, 2018 2:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL