

# Vanderbilt Beach M.S.T.U

## Advisory Committee

8300 Radio Road  
Naples, FL 34104

JANUARY 6, 2022

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

**Chair 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

Staff: Harry Sells - Project Manager  
Michelle Arnold – Director, PTNE (Excused)  
Rosio Garcia – Administrative Assistant

Others: Aaron Gross – Ground Zero Landscaping  
Mike McGee – McGee & Associates, Landscape Architect (Excused)  
Wendy Warren - Transcriptionist

### III. APPROVAL OF AGENDA

*Mr. Weber moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Mr. Miyamoto. Carried unanimously 3 - 0.*

### IV. APPROVAL OF MINUTES

*Mr. Weber moved to approve the minutes of the December 2, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 3 - 0.*

### V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping

**Mr. Gross** reported:

- Vanderbilt Drive landscape material and Areca Palms were pruned.
- Turf and shrubs were fertilized.
- Pentas and Baby's Breath were installed at the front corners of the Conner Park Gateway signs.
- Palm tree stakes will stay in place for six (6) months or until the specimens are determined to be secure.

- Areca Palms on the southwest corner of Oak Avenue and Vanderbilt Drive were “topped” by an unknown party. *Mr. Sells will inform residents pruning of M.S.T.U. landscape material is not permitted.*

*Ground Zero Landscaping will maintain the new landscape installation in Conner Park including planting of seasonal flowers and trimming the Clusia hedge.*

**VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee (Excused)**

**Mr. McGee** will present a proposal for the Vanderbilt Drive landscape refurbishment to the Committee at the February 2022 meeting.

Next Steps

- Finalize landscape drawings and approve the design.
- Confer and secure agreement from residents.
- Prepare Scope of Work (SOW), post on Bid-Sync for quotes, and award contract.
- Installation of landscaping.

Estimated time frame for project initiation is spring/summer 2023.

**VII. PROJECT MANAGER REPORT – Harry Sells**

**A. Budget Report for 1/06/2022**

Vanderbilt Beach MSTU Fund Budget 143 dated January 6, 2022

- The FY-22 Millage Rate remains constant at 0.5000 mills.
- Current Ad Valorem tax. Line 1 is \$1,488,600.00, an increase of 3% over FY-21.
- Transfers and Contributions, Line 13, in the amount of \$4,791,595.90, is a carry-over of unexpended FY-21 funds (minus a 5% reserve of \$75,600).
- Total Revenue, Line 14, is \$6,302,195.90, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors)
  - Capital Contractors – Paver Sidewalk Installation – invoice pending.
  - Century Link – Engineering Design, Phase IV Utility.
  - Ground Zero Landscaping – Grounds & Irrigation Maintenance & Incidentals.
  - Hannula Landscaping – Conner Park Refurbishment & Irrigation – invoice submitted but not processed.
  - MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV. An initial invoice of \$80,000.00 has been submitted.
  - McGee & Associates – Landscape Architecture – work order pending.
  - Premier Staffing – Transcription Services.
  - Stantec Consulting – CEI Professional Services, Phase IV Utility – Purchase Order increased to cover costs for extended job hours and additional easements.
  - Site One Landscape Supply – Irrigation Parts & Pumps.
- Purchase Orders to be Closed Out (Contractors):
  - Hart’s Electrical.
  - Johnson Engineering.
  - Q. Grady Minor.
  - Southern Signal and Lighting.
- Red indicates the Purchase Order is closed and the money expended.

- Operating Expense, Line 36, is budgeted at \$5,669,095.90 with current Commitments of \$2,426,938.42, Expenditures of \$320,601.01, and a Budget Remainder (unspent operating funds) of \$2,921,556.47.
- Capital Outlay, Line 38, budgeted at \$500,000.00, is available to fund special projects.
- Transfer to Fund 111, Line 39, in the amount of \$85,000.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Property Appraiser, Line 40, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 41, is for collection of M.S.T.U. millage as part of the tax bill, currently 2.0 mills.
- Total Budget, Line 43, lists FY-22 M.S.T.U. budgeted funds at \$6,302,195.90; with tabulated Commitments of \$2,426,938.42, Expenditures of \$347,923.82, and a Budget Remainder (unspent operating funds) of \$3,527,333.66. Generally, the budget amount of \$6,302,195.90 does not change during the fiscal year.

*Available funds are sufficient to complete Phase IV construction, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive and the Vanderbilt Drive landscape renovation project.*

**Landscape Maintenance – Multi-Year Contract**

- Ground Zero Landscaping’s contract expires in 2022.
- An *Invitation to Bid (ITB)* Landscaping Contract request for the Vanderbilt Beach M.S.T.U. will be posted and, in accordance with County practice, awarded to the lowest qualified bidder.
- The three-year contract with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).

*Mr. Sells will provide a quote for Committee consideration at the February 2022 meeting.*

*Mr. Harris arrived and a quorum of four was present.*

**B. Phase IV Utility Burial Status**

**Mr. Sells** reported:

- Phase IV construction started September 10, 2021.
- The MOT (Maintenance of Traffic) site plan, required by OSHA (Occupational Safety and Health Administration), is being enforced.
- MasTec North America is the contractor for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- ADS Contracting, Inc. has executed a sub-contract with MasTec for the task of boring and conduit installation for Florida Power & Light (FPL) and Century Link.
- All but two (2) subaqueous bores are completed.
- All conduit and most cable are installed (up to the last pole south of The Anchorage).
- One (1) low voltage bore to the transformer at The Anchorage and one (1) bore underneath the sidewalk to Marina Bay should be completed week ending January 8, 2022.
- Six conduits were extended into The Dunes. One circuit was split in half to enable conduit to connect to the (2) vista junction boxes, one for each of three (3) buildings.

- Two (2) pads for FPL equipment will be installed on the north end. A gravity wall, similar in design to the Fire Pump House retaining wall installed by the County at The Dunes, will enclose the front.
- Once the last bore is done, MasTec cable crews will pull the feeder cables and start pulling primary cables for FPL and Century Link.
- Mr. Sells has scheduled a walk through with MasTec's low voltage crew to review the project Wednesday January 5, 2022.
- Estimated time frame to set the vista switches is six (6) days.
- The Florida Department of Environmental Protection (FDEP) authorized continuation of subaqueous bore drilling of an FPL conduit north of The Anchorage three (3) weeks ago.
- The water line replacement will begin January 6, 2022.
- Stantec's services will be ongoing until FPL removes the utility poles.
- The MSTU will install pavers and benches at The Dunes of Naples, The Anchorage and Marina Bay post construction.
- The target completion date, including FPL pole removal, is July 2022.

**C. Conner Park Beautification Status and Discussion of Total Cost**  
**Landscaping and Irrigation**

- The Conner Park landscape project is complete.
- Irrigation frequency was reduced from four (4) to three (3) times a day. Eventually landscaping will be watered three (3) times per week.
- Four stolen Ixora shrubs were replaced.
- Seasonal annual flowers will be installed twice a year.
- Two (2) custom made benches will be installed on receipt.

**Public Relations**

Connie Dean, Event Coordinator, Growth Management Division, suggested an event be scheduled February 23<sup>rd</sup>, 24<sup>th</sup> or 25<sup>th</sup> or March 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> at 11 a.m. to celebrate the landscape renovation of Conner Park. A tent will be erected at the site and invitations extended to the media, Commissioner Solis, and residents.

*Mr. Sells requested the Committee notify him if any of the proposed dates are not feasible.*

**Conner Park & Lift Station Cost Recap**

A current financial summary by contractor of the Conner Park and Lift Station renovation projects was distributed.

Fence and Signs	\$ 301,721.00
Lift Station	\$ 98,912.00
Landscape	\$ 130,264.00
Paver Sidewalks	\$ 250,140.00
Design	<u>\$ 20,000.00</u>
<b>Total Cost</b>	<b>\$801,037.00</b>

**D. Project Update for the NW Corner VBVR & VB Drive**

The final design by McGee & Associates for the intersection of the northwest corner of Vanderbilt Beach Road and Vanderbilt Drive has been approved by the Committee and Representatives of the Regatta.

**Mr. Sells** will prepare a Scope of Work, obtain County approvals and Right of Way (ROW) permits and request quotes for the landscape project.

Estimated start date for the five (5) month project is July 2022.

## **VIII. OLD BUSINESS**

### **A. Potential Future Projects as of December 2, 2021**

#### **1. Landscape Renovation of the NW Corner of Vanderbilt Beach Rd. & Vanderbilt Dr.**

Construction will commence third quarter of 2022. *Mr. Sells will email Ms. Miyamoto a copy of the final design.*

#### **2. Refurbishment of Vanderbilt Drive Landscape**

McGee & Associates, Landscape Architects, created a conceptual landscape design for Vanderbilt Drive. Area residents will be consulted, and the Committee will review and approve the final design proposal. *Mr. Sells will email the design to members.*

#### **3. Paver Crosswalks**

Brick paver crosswalks and ADA compliant transition strips, in colors consistent with the Vanderbilt Drive and Bluebill Avenue intersections, will be installed on Vanderbilt Drive at The Anchorage, The Dunes of Naples, Marina Bay and the Regatta of Naples.

#### **4. Celebratory Bench for Charlie Arthur**

Proposed placement for a commemorative bench for Charlie Arthur, former Chairman of the Vanderbilt Beach M.S.T.U. Advisory Committee, is by the lake south of the entrance to The Dunes of Naples. The bench will be placed on a paver pad.

*Mr. Sells will secure the required easement from The Dunes of Naples.*

#### **5. Refurbish Bridge of Channel on Bluebill**

The Committee suggested cleaning the waterway bridge and researching installation of a veneer stone.

*Mr. Sells met with Jerry Kurtz, Director of the Road Maintenance Division July 16, 2021, to review the project. An update has not been received at this time.*

#### **6. Sidewalks East and West Side of Gulf Shore Drive**

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. A bike path should be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation. Project timeline depends on coordination with Road Maintenance and resolution of affiliated issues discussed at the July 16, 2021, meeting.

**7. Conners Parking Lot Landscape Renovation**

The Parks and Recreation Department, the entity with jurisdiction over the area, does not support landscaping the parking lot. *This item will be removed from the Future Projects List.*

**IX. NEW BUSINESS**

None

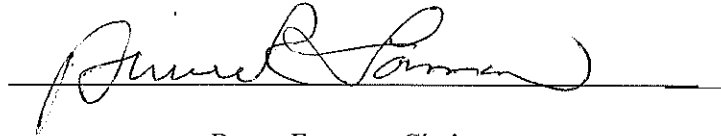
**X. PUBLIC COMMENTS**

None

**XI. ADJOURN**

**There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:52 P.M.**

**VANDERBILT BEACH MSTU ADVISORY COMMITTEE**

A handwritten signature in cursive script, appearing to read "Bruce Forman", is written over a horizontal line.

Bruce Forman, Chairman

The minutes approved by the Board/Committee on February 3, 2022 "as submitted"  or "as amended" .

NEXT MEETING DATE:  
FEBRUARY 3, 2022  
Claussen Family Center at St. John's Church  
625 111<sup>th</sup> Avenue  
NAPLES, FL 34108