

# Vanderbilt Beach M.S.T.U

## Advisory Committee

8300 Radio Road  
Naples, FL 34104

FEBRUARY 1, 2024

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

Ms. Sizensky called the meeting to order at 2:00 P.M. Roll call was taken, and a quorum of three was established. The Pledge of Allegiance was recited.

### II. ATTENDANCE

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

Staff: Judy Sizensky - Project Manager  
Brian Wells – Director, PTNE (ZOOM)  
Rosio Garcia – Operations Coordinator

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

Guests: Chris Carpenter  
Robert Lepo

*Mr. Harris motioned to allow Vice Chair Sjostrom to participate in the meeting as a virtual participant. Second by Ms. Miyamoto. Carried unanimously 3 – 0. A quorum of four was present.*

### III. APPROVAL OF AGENDA

*Mr. Weber moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee. Second by Ms. Miyamoto. Carried unanimously 4 - 0.*

### IV. APPROVAL OF MINUTES

*Mr. Harris moved to approve the minutes of the December 7, 2023, Vanderbilt Beach MSTU meeting as presented. Second by Ms. Miyamoto. Carried unanimously 4 - 0.*

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

Mr. Gross reported:

- The Community landscaping looks good.
- Plants and shrubs were pruned.
- Slow-release fertilizer was applied in November.

- The irrigation timer cycle was re-set to eliminate mid-day watering.
- Canal vegetation is trimmed routinely. Grubbing is not required.

**Comments**

**Ms. Sizensky**

- Ground Zero Landscaping’s contract includes maintenance and refurbishment north, south of Bluebill Avenue, the utility station and Conner Park.
- Road Maintenance is responsible for sidewalk maintenance and a small section abutting the park entrance.
- An on-site review of options to refurbish the landscaping along the roadway at The Dunes of Naples, damaged during the Utility Burial Project, was held with Ground Zero Landscaping.

**VI. VANDERBILT DRIVE WEST SIDE LANDSCAPE DISCUSSION – Mike McGee (Excused)**

**Ms. Sizensky** reported:

- Final plans for landscaping the west side of Vanderbilt Drive from Palm Court to Bluebill Avenue will be presented to the Committee at a future meeting.

**VII. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky**

**A. Regatta Corner of Vanderbilt Drive and Vanderbilt Beach Road**

**Ms. Sizensky** reported:

- Four (4) bids were received ranging in cost from \$361,000 to \$516,969.
- The Procurement Division is reviewing the documents for accuracy.
- The contract will be awarded to the lowest qualified bidder.
- With Committee recommendation, the contract proposal will be presented to the Board of County Commissioners (BCC) for consideration.
- The project will be scheduled for the second quarter of 2024.
- Coordination of the project with the crosswalk and bench installation projects will be considered.

**B. Crosswalks (6 with 1 alternate) Along Vanderbilt Beach Drive**

**Ms. Sizensky** reported:

- Three (3) of the paver crosswalks will be constructed north of The Regatta, three (3) at The Anchorage, The Dunes of Naples, and Marina Bay and one (1-alternate) at Bluebill Avenue.
- Bluebill Avenue is the alternate as the Road Maintenance Division does not approve brick pavers over the roadway.
- The Request for Quote (RFQ), distributed to the vendor(s) on Collier County General Contractors Contract #19-7525, is due February 6, 2024.

**C. Vanderbilt Drive Landscape – Vanderbilt Beach Road to Bluebill Avenue Landscape West Side Vanderbilt Drive**

**Ms. Sizensky** reported:

- A work order will be issued for completion of the landscape plans for the west side of Vanderbilt Drive.
- Mr. McGee will discuss revisions to the initial plans with the new engineering firm.

- The package will include a Landscape Planting Plan, an Irrigation Plan, and a Plant Schedule for reference.
- Conformance to the twenty-four (24) inch high sightline standard at intersections will be ensured.
- A drip line irrigation system will be installed to ensure adequate water supply to the landscaping.
- An *Opinion of Cost* on completion of final construction drawings will be provided by McGee & Associates.
- The Collier County General Contractors Contract #19-7525 will be utilized.
- With the Committee endorsement of McGee & Associates plans, a Scope of Work (SOW) will be prepared, and an Invitation to Bid sent to contractors.
- The Road Maintenance Division will review the plans for impacts on utilities in the vicinity.
- The project will be considered upon completion of the Regatta Corner of Vanderbilt Beach Drive and Vanderbilt Beach Road

**VIII. PROJECT MANAGER REPORT – Judy Sizensky**

**Ms. Sizensky** reported:

**A. Budget FY-24**

*Vanderbilt Beach MSTU Fund 1617 Budget for February 1, 2024, prepared January 22, 2024.*

**Purchase Orders**

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Ground Zero Landscaping –
  - o Incidentals are for landscape refurbishment and miscellaneous.
  - o Ground Maintenance includes Conner Park and irrigation repairs.
4. MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
5. Premier Staffing – Transcription Services.
6. Q Grady Minor & Associates - West Vanderbilt Drive Sidewalks.
8. Site One Landscape Supply – Irrigation Parts & Pumps.

**Budget Summary**

- a. Line 1, Ad Valorem Tax Millage: Millage assessed is \$1,756,300 of which \$1,450,182 has been collected leaving a balance of \$306,117 to collect.
- b. Line 10, Carry Forward – Unexpended prior year funds of \$4,780,100.
- c. Line 14, Total Revenue - \$7,591,058, including investment interest, transfers, and contributions.
- d. Line 36, Operating Expense - Of the \$6,761,158 budgeted, \$837,559 is committed on existing Purchase Orders and \$414,974 has been spent, leaving a budget remainder of \$5,508,625 available within budget for additional operating expenses as needed.
- e. Line 38, Capital Outlay - Budgeted at \$650,000, is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
- f. Line 39, Transfer to Fund 111 - Of the \$96,000 budgeted, \$0 has been transferred and \$96,000 remains for transfer (PTNE Staff and support).

- g. Line 43, Transfer Construction – Of the \$50,500 Budgeted, \$36,241 has been transferred and a balance of \$14,258 remains for transfer (Property Appraiser and Tax Collector).
- h. Line 44, Capital Reserves - Of the \$33,400 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, \$0 has been spent and a balance of \$33,400 remains.
- j. Line 46, Total Budget – Of the \$7,591,058, tabulated commitments to existing purchase orders total \$837,559, \$451,215 has been expended leaving a remainder of \$6,302,283 available for MSTU expenditures.

**General**

- a. Available funds are sufficient to satisfy outstanding invoices for Phase IV Utility Burial Project, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive, the crosswalks, the Vanderbilt Drive landscape renovation project, and the Greenway Multi-Use Path.
- b. Some FY-23 financial Commitments carried forward to FY-24.
- c. MasTec has an outstanding financial commitment of \$678,024.78 for Phase IV construction.
  - The third payment in the amount of \$360,857.99 has been made.
  - Ms. Sizensky received approval of the *Executive Summary* for final payment approval from the Board of County Commissioners (BCC) on January 9, 2024.
  - MasTec’s final payment is anticipated to be under budget.
- d. The Q Grady Minor and Associates Purchase Order in the amount of \$76,976, covers Construction, Engineering, and Inspection (CEI) work for the landscaping project at the Regatta of Naples.
- e. FY-24 millage rate of 0.5000 will fund future projects, as well as the existing MSTU assets identified in the Capital Asset Management Plan, updated annually.
- f. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
- g. Funds collected by the Vanderbilt Beach MSTU cannot be utilized outside of the MSTU.

**B. The Dunes of Naples Landscape Refurbishment**

- An on-site review of options to camouflage the utility boxes with shrubbery and enhance area landscaping along the roadway damaged during the Utility Burial Project, was held with Ground Zero Landscaping.
- The goal is to ensure all equipment from the underground Utility Burial Project is landscaped so it is not visible along the greenway and roadway.
- A second on-site visit will be scheduled to confirm the objective is achieved.
- Ground Zero Landscaping will provide a cost estimate for the project.
- Homeowner Association approval of the landscape plan is required.

**C. Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive**

- A ten (10) foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- Ms. Sizensky met with the Road Maintenance Division and the RWA Consulting Engineers to discuss elevating and reconstructing the twenty-four hundred (2400) foot pathway.
- RWA will submit a proposal for services including a supplemental survey and civil design and construction plans.

- The work order will be subject to the provisions of Contract #18-7432-CE awarded to RWA Inc. by Collier County.
- The cost of the reconstruction project will be the responsibility of the MSTU.
- The Road Maintenance Division will maintain the walkway on completion.

**D. Irrigation Repair Reimbursement**

- A main irrigation line was broken during a “road cut” to install new cable lines at Germaine Avenue and Vanderbilt Drive.
- Ground Zero Landscaping repaired the damage.
- The MSTU invoiced Utilities One for the cost of the repair.
- Reimbursement in the amount of \$1,985 was received from Utilities One.

**E. Benches**

- Solid Pave submitted a cost proposal for installation of ADA compliant paver pads and benches at *Le Dauphin* and *Moraya Bay*.
- The cost quote exceeds the \$3,000 threshold for a single project.
- A Bid Solicitation will be distributed to Collier County contractors. Replacement of two (2) areas of the sidewalk will be included in the Scope of Work.

**IX. OLD BUSINESS**

**A. Potential Future Projects**

Consideration will be given to new projects to be undertaken by the MSTU in 2024 and 2025. Current considerations include the following:

**1. Refurbish Bridge of Channel on Bluebill Avenue**

**Ms. Sizensky** will meet with the Road Maintenance Division to discuss cleaning the waterway bridge.

**2. Install Sidewalks East and West Side of Gulf Shore Drive**

**Ms. Sizensky** reported:

- The Road Maintenance Division will be contacted regarding renovation and repairs to the sidewalk on the west side of Gulf Shore Drive.
- County sidewalks require repair if the walkway poses a trip hazard. A “trip hazard” is defined as a variance of three quarter ( $\frac{3}{4}$ ) inches or more between two slabs.
- Consideration will be given to installation of concrete slabs in non-paver areas (residential and business driveways).
- Water retention will be evaluated.
- The MSTU would reimburse Road Maintenance for the project.
- A study by Jacobs Engineering in 2019 determined installation of a sixty-nine hundred (6900) linear foot sidewalk on the east side of Gulf Shore Drive from Vanderbilt Beach Road to Bluebill Avenue was not feasible due to Right of Way (ROW) limitations.

*Ms. Sizensky determined the areas of improvement on the west side of Gulf Shore Drive and solicited a cost estimate from Solid Pave.*

**X. NEW BUSINESS**

Fence Extension Conner Park

- The Committee suggested extension of the post and rail fence on the south side of the park be considered as a future project.
- At the October 11, 2021, meeting it was proposed to extend the fence approximately one-hundred and fifty (150) feet from the present end with columns spaced fifteen (15) feet apart.
- The Parks and Recreation Department must approve the fence extension before the project can be initiated.

**XI. PUBLIC AND COMMITTEE COMMENTS**

Sidewalk Project

Chris Carpenter and Robert Lepo expressed opposition to Collier County’s plan to undertake five (5) bicycle/pedestrian projects programmed for design and/or construction in the Naples Park area.

A sixth (6) project would install a five (5) foot wide sidewalk along the east side of Vanderbilt Drive, from Vanderbilt Beach Road to 109<sup>th</sup> Avenue N, approximately 1.2 miles.

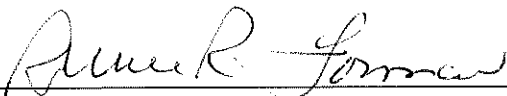
- Approximately \$852,000 in grant funding is programmed by the Florida Department of Transportation (FDOT) covering a major portion of the estimated total construction cost of \$1.2 million.
- The projects will span from 2024 to 2027.
- The Transportation Management Services Department (TMSD) plans to post a bid solicitation for the first phase, paved shoulders from Bluebill Avenue Bridge to 7<sup>th</sup> Street N, in February 2024.
- Construction for Phase I is scheduled to start April 2024.

Ms. Sizensky noted the areas slated for pedestrian improvements are not an MSTU asset and suggested they contact Commissioner Hall to express their concerns.

**XII. ADJOURN**

**There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:01 P.M.**

**VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE**



Bruce Forman, Chair

The minutes approved by the Board/Committee on 3/7, 2024 “as submitted”  or “as amended” .

NEXT MEETING DATE:  
 MARCH 7, 2024 - 2:00 P.M.  
 Cocohatchee River Marina  
 13535 Vanderbilt Drive  
 Naples, FL 34110