



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

OCTOBER 5, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:00 P.M. Roll call was taken, and a quorum of four was established. 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 (Excused)

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

Others: Aaron Gross – Ground Zero Landscaping
Wendy Warren - Transcriptionist

III. APPROVAL OF AGENDA

Vice Chair Sjostrom moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee. Second by Chair Forman. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES

Ms. Miyamoto moved to approve the minutes of the September 7, 2023, Vanderbilt Beach MSTU meeting as presented. Second by Vice Chair Sjostrom. Carried unanimously 4 - 0.

IX. NEW BUSINESS (This item was heard after Item IV. - Approval of the Minutes)

A. Applications for Open Seats on Advisory Committee

Ms. Sizensky reported there are two (2) advisory seats available on the Vanderbilt Beach Beautification MSTU Advisory Committee. The four (4) year terms commence November 2023.

Current Committee members Bruce Forman and Gabriella Rehmann Miyamoto are eligible for reappointment.

Recommendation for Bruce Forman

Mr. Weber moved to recommend the Board of County Commissioners reappoint Bruce Forman to the Vanderbilt Beach Beautification MSTU Advisory Committee. Second by Ms. Miyamoto. Carried unanimously 4 - 0.

Recommendation for Gabriella Rehmann Miyamoto

Mr. Weber moved to recommend the Board of County Commissioners reappoint Gabriella Rehmann Miyamoto to the Vanderbilt Beach Beautification MSTU Advisory Committee. Second by Vice Chair Sjostrom. Carried unanimously 4 - 0.

The candidates' recommendations will be placed on the Board of County Commissioner's *Consent Agenda* for consideration.

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

Mr. Gross reported:

- The Community landscaping looks good.
- Conner Park landscaping, refurbished to replace plants and shrubs damaged by Hurricane Ian, is doing well.
- An irrigation “wet check” was conducted during the week ending September 30th. Two (2) sprinkler nozzles were replaced.
- Mr. Gross received notification that the irrigation breaker for Conner Park tripped. The system was reset and is functioning as intended.

Ground Zero Landscaping submitted a proposal in the amount of \$4,686.51 for landscaping the area in Marina Bay Club Condominiums damaged by Phase IV Utility construction.

Mr. Weber motioned to approve Ground Zero Landscaping Services, Inc.'s proposal #E643 dated September 13, 2023, in the amount of \$4,686.51, for landscape plants and mulch at Marina Bay Club of Naples Condominium Association. Second by Vice Chair Sjostrom. Carried unanimously 4 – 0.

VI. VANDERBILT DRIVE REFURBISHMENT – Mike McGee, McGee & Associates

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

- The project documents are under review with the Procurement Division.
- A Scope of Work (SOW) for the project will be posted on Bid-Sync for quotes from General Contractors.
- The contract will be awarded to the lowest qualified bidder.
- The project will be scheduled for the second or third quarter of 2024.
- Consideration will be given to coordinating the work required for the landscape projects at Vanderbilt Drive and The Regatta Vanderbilt Beach with the crosswalk project.

B. Crosswalks (5 with 1 alternate) Along Vanderbilt Beach Drive

- Trebilcock Consulting Solutions and McGee & Associates completed engineering and construction plans for five (5 with 1 alternate) ADA compliant paver crosswalks on Vanderbilt Drive.
- Three (3) of the crosswalks will be installed at The Anchorage, The Dunes of Naples, and Marina Bay on completion of Phase IV construction.
- The Request for Quote (RFQ) will be distributed to the vendor(s) on Collier County General Contractors Contract #19-7525 early 2024.

Marina Bay Landscaping

Landscape planting to replace material damaged during Phase IV construction was approved by members of the Marina Bay Club of Naples Condominium Association. Ground Zero Landscaping will proceed with the project.

ADA compliant paver crosswalk, abutting curbs, will be installed to eliminate water puddling in conjunction with the crosswalk project.

The Dunes of Naples

McGee & Associates is developing a plan to enhance landscaping along the roadway at The Dunes of Naples. A simulated Japanese waterway may be incorporated into the plan. Homeowner Association approval of the landscape plan is required.

Bench Installation

Moraya Bay

- A commemorative bench pad at the Moraya Bay Beach Tower will be constructed at a higher elevation, surfaced with pavers and a Madison style bench installed.
- The area will be surveyed to ensure Right of Way (ROW) compliance and provision for ADA access.
- Irrigation will be modified, and sod replaced.

Le Dauphin

- Le Dauphin Condominiums is refurbishing their landscape and the existing bench, if deemed safe, or a new Madison style bench, will be incorporated into the design.
- The proposed plan and location for bench placement on a paver pad will be submitted to the MSTU for member comments.

Ms. Sizensky will solicit a quote to coordinate the installation of both benches simultaneously.

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

- The environmentally conscious design, from Palm Court to Bluebill Avenue, includes Christmas Palm trees at the intersections, ground covers and a storm water *Rain Garden* in the west Right of Way (ROW). Drawings 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.
- McGee and Associates will submit an *Opinion of Cost* on completion of final construction drawings.
- The Collier County General Contractors Contract #19-7525 will be utilized.
- On completion of McGee & Associates plans, a Scope of Work (SOW) will be prepared, an Invitation to Bid will be sent to contractors.
- The Road Maintenance Division will review the plans for impacts on utilities in the vicinity.

McGee & Associates will present a final updated version of the Vanderbilt Drive Landscape renovation construction drawings previously presented at the February 2, 2023, meeting for Committee consideration at the November 2, 2023, meeting.

VII. PROJECT MANAGER REPORT – Judy Sizensky

A. FY-23 Budget for September

Vanderbilt Beach MSTU Fund Budget 1617 dated October 5, 2023, prepared October 2, 2023.

Purchase Orders

1. Century Link – Engineering Design & Supervision, Phase IV Utility Project.
2. Ground Zero Landscaping –
 - o Incidentals are for landscape refurbishment and miscellaneous.
 - o Ground Maintenance includes Conner Park and irrigation repairs.
3. MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
4. McGee & Associates – Landscape Architecture – Refurbishment of Vanderbilt Drive and Regatta Landscaping and miscellaneous projects.
5. Premier Staffing – Transcription Services.
6. Q Grady Minor & Associates - West Vanderbilt Drive Sidewalks.
7. Stantec Consulting – CEI Professional Services, Phase IV Utility Project.
8. Site One Landscape Supply – Irrigation Parts & Pumps.
9. Solid Pave, LLC – Concrete Footers.
10. TreeTop Products – Benches.

Budget Summary

- a. Current Ad Valorem tax, Line 1, is \$1,756,300.00, an increase of 3.3% over FY-23.
- b. Transfers and Contributions, Line 13, in the amount of \$5,806,758.77, is a carry-over of unexpended FY-23 funds (minus a 5% reserve of \$89,200).
- c. Total Revenue, Line 14, is Budgeted at \$7,591,058.77, including investment interest, transfers, and contributions.
- d. Operating Expense, Line 36, is budgeted at \$6,761,158.77 with current Commitments of \$1,116,221.39.
- e. Capital Outlay, Line 38, budgeted at \$650,000.00, is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
- f. Transfer to Fund 111, Line 39, in the amount of \$96,000.00, for MSTU Staff salaries and accrued County overhead related to MSTU operations.
- g. Line 41, Transfer to the Property Appraiser, is budgeted at \$14,300.00.
- h. Transfer to the Tax Collector, Line 42, in the amount of \$36,200.00 is for collection of MSTU millage as part of the annual County tax bill, currently 0.5000 mills.
- i. Of the \$33,400.00 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. Total Budget, Line 46, lists FY-24 MSTU budgeted funds at \$7,591,058.77; with \$0 tabulated Commitments and Expenditures, and a Budget Remainder (total unspent funds) of \$7,591,058.77. The budget amount of \$7,591,058.77 does not change during the fiscal year.

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 Vanderbilt Drive landscape renovation project, and the crosswalks.
- b. Some FY-23 financial Commitments carried forward to FY-24.
- c. The error entry for Ground Zero Landscaping, Ground Maintenance, in the amount of \$6,569,658.77 will be removed.
- d. MasTec has an outstanding financial commitment of \$1,038,882.77 for Phase IV construction.
 - The third payment has been made.
 - **Ms. Sizensky** will prepare an *Executive Summary* for final payment approval from the Board of County Commissioners (BCC).
- e. The Q Grady Minor and Associates Purchase Order in the amount of \$76,976.00, covers Construction, Engineering, and Inspection (CEI) work for the landscaping project at the Regatta of Naples.
- f. 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.
- g. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
- h. Funds collected by the Vanderbilt Beach MSTU cannot be utilized outside of the MSTU.

B. Phase IV Utility Burial Status

- The Phase IV Utility Burial Project is completed.

C. Greenway Multi-Use Bike Path – Vanderbilt Drive North of Blue Bill

Ms. Sizensky noted:

- 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.
- RWA submitted a proposal dated September 15, 2023, in the amount of \$58,500.00, for *Design and Construction Phase Services* for improvements to the path.
- The work order will be subject to the provisions of Contract #18-7432-CE awarded to RWA Inc. by Collier County.

The Scope of Services includes:

1. Civil Design and Construction Plans
2. Supplemental Survey
3. Right of Way permitting
4. Traffic Control Plan
5. Bidding Assistance
6. Construction Administration (Field Inspections)
7. Project Certifications

Ms. Sizensky will request RWA to provide the survey identifying the square footage of the area proposed for renovation.

VIII. 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:

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 will meet with the Transportation and Engineering Division to determine if a sidewalk project is being considered for Gulf Shore Drive.

IX. NEW BUSINESS (*This item was heard after Item IV. - Approval of the Minutes*)

X. PUBLIC AND COMMITTEE 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 2:51 P.M.

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



Bruce Forman, Chair

The minutes approved by the Board/Committee on Nov 2, 2023 "as submitted" [] or "as amended" [].

NEXT MEETING DATE:

NOVEMBER 2, 2023 - 3:00 P.M.

Claussen Family Center at St. John's Church

625 111th Avenue

Naples, FL 34108