

Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

DECEMBER 7, 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 – Chair
William Sjostrom – Vice Chair
Mark Weber
Gabriella R. Miyamoto
William Arell Harris (ZOOM)

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

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

Vice Chair Sjostrom motioned to allow Mr. Harris to participate in the meeting as a virtual participant due to extraordinary circumstances. Second by Ms. Miyamoto. Carried unanimously 4 – 0. A quorum of five was present.

III. APPROVAL OF AGENDA

Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee. Second by Vice Chair Sjostrom. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES

Mr. Weber moved to approve the minutes of the November 2, 2023, Vanderbilt Beach MSTU meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

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

Mr. Gross reported:

- The Community landscaping looks good.
- Sod, Dwarf Ixora and mulch were installed in Conner Park.
- A perennial creeping flower, in the sign vicinity will produce pink/orange blooms.

- Areca Palms were pruned.
- Irrigation, run time three (3) days a week, is functioning as intended.

The Committee noted:

- The Park District sign incorporated into the Conner Park sign requires painting.
- Ms. Sizensky will contact the Parks and Recreation Department to arrange for refurbishment.

Utility Project

Ms. Sizensky reported:

- Century Link contracted out installation of a padmounted transformer box on the northwest corner of Germaine Avenue and Vanderbilt Drive.
- The abutting property owner reported landscaping of the surrounding area was not restored to its original condition and requested the structure be screened with landscaping.
- A main irrigation line was broken during a “road cut” to install the new cable lines.
- Ms. Sizensky contacted the subcontractors identified on the permit, Utilities One and Premier Quality Drilling, who performed the work and met with them on-site to assess the damage.
- Ground Zero Landscaping repaired the broken irrigation line.
- The MSTU invoiced the contractor for the repair.

VI. VANDERBILT DRIVE WEST SIDE LANDSCAPE – Mike McGee

Mr. McGee will present final plans for landscaping the west side of Vanderbilt Drive from Palm Court to Bluebill Avenue to the Committee at the February 2024 meeting.

VII. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

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

Ms. Sizensky reported:

- The full bid solicitation, processed through the Procurement Division and posted on Bid-Sync, is due January 5, 2024.
- Three (3) contractors participated in an on-site meeting.
- Proposals will be reviewed, and the contract 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 or third quarter of 2024.
- Coordination of the landscape projects at Vanderbilt Drive and The Regatta Vanderbilt Beach with the crosswalk project will be considered.

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

Ms. Sizensky reported:

- Trebilcock Consulting Solutions and McGee & Associates completed engineering and construction plans for six (6 with 1 alternate) ADA compliant paver crosswalks on Vanderbilt Drive.

- Three (3) of the 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.
- The bid solicitation documents have been submitted to the Procurement Division for review.
- The Request for Quote (RFQ) will be distributed to the vendor(s) on Collier County General Contractors Contract #19-7525 after January 2024.

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

Ms. Sizensky reported:

- A work order has been issued for completion of the landscape plans for the west side of Vanderbilt Drive.
- The environmentally conscious design incorporates revisions recommended by the new engineering firm.
- Plans, to be presented at the February 2024 meeting, 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.

VIII. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget FY-24

Vanderbilt Beach MSTU Fund 1617 Budget for December 7, 2023, prepared December 5, 2023.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Ground Zero Landscaping –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - 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. McGee & Associates – Landscape Architecture – Refurbishment of Vanderbilt Drive, Regatta Landscaping and The Dunes of Naples projects.
6. Premier Staffing – Transcription Services.
7. 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 \$588,932 has been collected leaving a balance of \$1,167,368 to collect.
- b. Line 10, Carry Forward – Unexpended prior year funds of \$4,780,100.
- c. Line 14, Total Revenue - \$7,591,059, including investment interest, transfers, and contributions.
- d. Line 36, Operating Expense - Of the \$6,761,159 budgeted, \$1,221,799 is committed on existing Purchase Orders and \$32,620 has been spent, leaving a budget remainder of \$5,506,740 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, \$15,564 has been transferred and a balance of \$34,936 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 \$7,591,058.77, tabulated commitments to existing purchase orders total \$1,221,799, \$48,184 has been expended leaving a remainder of \$6,321,076 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 Vanderbilt Drive landscape renovation project, and the crosswalks.
- b. Some FY-23 financial Commitments carried forward to FY-24.
- c. MasTec has an outstanding financial commitment of \$1,038,883 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).
 - 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

Ms. Sizensky reported:

- A work order is in process for McGee & Associates development of plans to refurbish the landscaping along the roadway at The Dunes of Naples damaged during the Utility Burial project.
- The plans will be presented to the Committee at the February meeting.
- Homeowner Association approval of the landscape plan is required.

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

Ms. Sizensky reported:

- 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.
- An on-site meeting will be scheduled with the Road Maintenance Division engineer to communicate project goals and solicit recommendations for improvements. One option may be to patch the area to address the situation.
- The MSTU would reimburse Road Maintenance for the cost of the project.

Committee discussion:

- Concern was expressed that patching may not resolve the flooding issue.
- Consideration should be given to elevating and reconstructing the entire twenty-four hundred (2400) foot pathway.
- The cost of the reconstruction project would be the responsibility of the MSTU.

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:

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 will determine the areas of improvement, calculate measurements, and solicit cost estimates for the project.

X. NEW BUSINESS

A. January Meeting Schedule

Ms. Miyamoto motioned to reschedule the January 4, 2024, meeting to February 1, 2024.

Second by Vice Chair Sjostrom. Carried unanimously 5 – 0.


XI. PUBLIC AND COMMITTEE COMMENTS

None

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:58 P.M.

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



Bruce Forman, Chair

The minutes approved by the Board/Committee on 2/1, 2024 "as submitted" or "as amended" .

NEXT MEETING DATE:

FEBRUARY 1, 2024 - 2:00 P.M.

Collier County Library Headquarters Branch – Sugden Theater
2385 Orange Blossom Drive
Naples, FL 34109