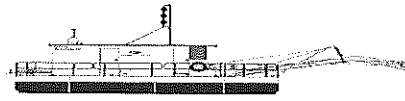


**Vanderbilt Waterway MSTU  
Advisory Committee  
8300 Radio Road  
Naples, FL 34104**



**FEBRUARY 6, 2023 1:00 P.M.**  
**Claussen Family Center at Saint John's Church**  
**625 111<sup>th</sup> Avenue North, Naples FL 34108**

**I. Call to order and Pledge of Allegiance**

The meeting was called to order by Chair Cuny at 1:00 PM. A quorum of four was present. The Pledge of Allegiance was recited.

**II. Attendance**

Advisory Committee	Clint Cuny - Chair Nancy Koeper – Vice Chair Thomas M. Burke Charles Kelly Rob Talford
Staff	Harry Sells – Project Manager Michelle Arnold – PTNE Director (ZOOM) Rosio Garcia – Operations Coordinator (ZOOM)
Transcriptionist	Wendy Warren - Premier Staffing

**III. Approval of Agenda**

*Vice Chair Koeper moved to approve the February 6, 2023, Agenda of the Vanderbilt Waterway M.S.T.U. Advisory Committee as presented. Second by Mr. Burke. Carried unanimously 4 - 0.*

**IV. Approval of Minutes 05/02/2022**

*Chair Cuny moved to approve the May 2, 2022, Minutes of the Vanderbilt Waterway M.S.T.U. as presented. Second by Ms. Koeper. Carried unanimously 4 - 0.*

**V. Membership Applications**

**A. Charles Kelly**

*Vice Chair Koeper moved to recommend the Board of County Commissioners reappoint Charles M. Kelly Jr. to the Vanderbilt Waterway M.S.T.U. Advisory Committee for a four-year term. Second by Mr. Burke. Carried unanimously 4 - 0.*

**B. Nancy Koeper**

*Vice Chair Koeper moved to recommend the Board of County Commissioners reappoint Nancy Koeper to the Vanderbilt Waterway M.S.T.U. Advisory Committee for a four-year term. Second by Mr. Burke. Carried unanimously 4 - 0.*

**C. Rob Talford**

*Vice Chair Koeper moved to recommend the Board of County Commissioners reappoint*

*Rob Talford to the Vanderbilt Waterway M.S.T.U. Advisory Committee for a four-year term. Second by Mr. Burke. Carried unanimously 4 - 0.*

*Mr. Kelly arrived. A quorum of five was present at 1:06 p.m.*

## **VI. Election of Officers**

### **Nominations for Chair**

*Mr. Burke nominated Clint Cuny for the position of Chair of the Vanderbilt Waterway M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Koeper. Nominations were closed and no others were tendered. Mr. Cuny retained the Chair.*

### **Nominations for Vice Chair**

*Mr. Burke nominated Nancy Koeper for the position of Vice Chair of the Vanderbilt Waterway M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Koeper. Nominations were closed and no others were tendered. Ms. Koeper retained Vice Chair.*

## **VII. Renewal and Signing of Bylaws**

The Committee discussed the Bylaws for the Vanderbilt Waterway Municipal Service Taxing Unit with Staff reporting the document is identical to the current Bylaws.

*Mr. Burke motioned to approve the Vanderbilt Waterway Municipal Service Taxing Unit (M.S.T.U.) Bylaws. Second by Vice Chair Koeper. Carried unanimously 5 - 0.*

Chair Cuny, Vice Chair Koeper, Mr. Burke, Mr. Kelly and Mr. Talford signed the Bylaws for the Vanderbilt Waterway M.S.T.U. Advisory Committee on the 6<sup>th</sup> day of February 2023.

## **VIII. Project Managers Report**

### **A. Channel Status, Procedure for future dredging,**

The following documents submitted to the County were distributed by Mr. Sells for information purposes:

- *“Water Turkey Bay Maintenance Dredging Project”* prepared by Humiston & Moore Engineers, dated May 20, 2019, highlighting the area of the dredging project.
- *“Wiggins Pass Maintenance Dredging and Navigation Improvement Project”* prepared by Coastal Planning & Engineering, Inc, dated January 13, 2012.
- *“Wiggins Pass 11/14/2022 \*Soundings in MLLW (Mean Lower Low Water)”* recording the channel depth to ensure the 2020 *“After Dredge Survey”* Mean Low Tide depth of about 6.5 feet is accurate.

### **Mr. Sells noted:**

- The Coastal Zone Management Department replaced channel markers as necessary following Hurricane Ian.
- Historical records identify two (2) prior dredges of the Turkey Bay area during the 1960's and 1980's and the permit for the 2019 project expired on March 18, 2022.
- A permit is required from the Florida Department of Environmental Protection and Army Corps of Engineers, for future dredging projects in Vanderbilt Channel and Water Turkey Bay.
- A survey is necessary for permit applications and funds are available in the budget for the activity.

- Based on prior history, the permit process should take one year to complete.

## **B. Budget Report**

### **1. FY-23 Budget Report**

#### Vanderbilt Waterway M.S.T.U. Fund Budget 168 dated February 2023

- The FY-23 Millage rate remains constant at 0.3000 mills.
- Current Ad Valorem Tax, Line 1, is \$471,900.00, an increase of 16.95%.
- Transfers and Contributions, Line 10, are \$398,300.00 is a carry-over of unexpended FY-22 funds (minus a reserve of \$23,800.00).
- Total Revenue, Line 11, is \$873,200.00, including investment interest, transfers, and contributions.
- Operating Expense, Line 19, is budgeted at \$102,800.00; with current Commitments of \$1,609.90, Expenditures of \$690.10, and a Budget Remainder (unspent operating funds) of \$100,500.00.
- Other Contractual, Line 13, budgeted at \$100,000.00, is allocated for various functions including insurance, surveys, spot dredging and soil fill.
- Transfer to Fund 111, Line 20, in the amount of \$17,700.00, 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 23, in the amount of \$4,000.00, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 24, in the amount of \$10,300.00, is for collection of M.S.T.U. millage as part of the tax bill, currently 0.3000 mills.
- Transfers Line 25: \$9,722.74 of the \$4,000.00 budgeted have been expended leaving a remaining balance of \$22,277.26.
- Reserves for Capital, Line 27, in the amount of \$738,400.00, is for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan.
- Total Budget, Line 28, lists FY-23 M.S.T.U. budgeted funds at \$873,200.00; with tabulated Commitments of \$1,609,00.00, Expenditures of \$10,412.84, and a Budget Remainder (total unspent funds) of \$861,177.26.

#### **Mr. Sells noted:**

- The FY-23 Adopted Taxable Value increase of 16.95%, updated on the February 2023 budget, translates into tax revenue.
- For 2022, the maximum increase on the assessed value of a *Homestead* property in Florida has been capped at 3% by the Florida Department of Revenue (FDOR).
- The FY-23 millage rate of 0.3000 will fund future projects, as well as the existing M.S.T.U. assets identified in the Capital Asset Management Plan, updated annually.
- A budget amendment to finance long-term projects, consistent with the M.S.T.U. ordinance, may be made upon recommendation by the Advisory Committee and approval by the Board of County Commissioners (BCC).
- The loan payoff is not reflected in the budget.
- Fund 168 is exclusive to the Vanderbilt Waterway M.S.T.U. and cannot be utilized by outside entities.

### **2. Long Term Maintenance Plan**

The Vanderbilt Waterway Maintenance Plan FY-23 identifies community assets and defines financial requirements to maintain the known assets. The following was noted:

- The report addresses timelines for future surveying and dredging of Water Turkey Bay.
- The three 2019 dredging events for Water Turkey Bay, Wiggins Pass and Caxambas Pass, originally projected to cost \$1.6M were combined with other coastal zone projects reducing mobilization costs, resulting in an actual expenditure of \$711,000.00.
- Future dredging costs are unknown and may be borne by the M.S.T.U. in its entirety.
- The channel may require sectional dredges or a complete dredge to a depth of 6.5 feet depending on conditions at the time of the project.
- Long term maintenance projected expense for Vanderbilt Waterway is estimated at \$1.6M. in the year 2032 (without inflation).
- A “Capital Replacement Reserve” of \$1,054,700 will be reflected in the FY-24 budget.
- The Maintenance Plan will be reviewed annually.

### 3. FY-24 Proposed Budget Discussion

#### Vanderbilt Waterway M.S.T.U. Preliminary Fund Budget 168 dated February 2024

- FY-24 Ad Valorem Tax Revenue, Line 1, will be revised based on July 1, 2023, taxable value.
- Investment Interest, Line 4, is credited to the budget.
- Transfers and Contributions, Line 10, of \$714,600.00 is the estimated carry-over of unexpended FY-23 funds (minus a reserve of \$23,800.00).
- Other Contractual, Line 14, is budgeted at \$100,000.00 as a contingency for engineering services and unanticipated expenses.
- The Budget must reflect the Other Contractual line item in Operating Expense for a Purchase Order to be issued. This enables solicitation of quotes and award of contracts.
- Reserves for Capital, budgeted at \$1,054,700.00, includes Carry Over funds.
- The Total Budget FY-24 is \$1,189,500.00.
- The FY-24 budget will be presented to the Committee for recommendation to the Board of County Commissioners (BCC).

#### Millage Rate:

The Committee analyzed the Millage Rate with consideration for current and future expenses.

- Revenue Neutral: Lower the current millage rate to maintain the FY-23 income level.
- Millage Neutral: Maintain the current millage rate of 0.3000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

*Chair Cuny motioned to adopt a Millage Neutral Policy for the FY-24 Vanderbilt Waterway M.S.T.U. Budget, Fund 168, maintaining the millage rate at 0.3000 mills. Second by Vice Chair Koeper. Carried unanimously 5 – 0.*

#### IX. Old Business

None

#### X. New Business

None

**XI. Public Comments**

None

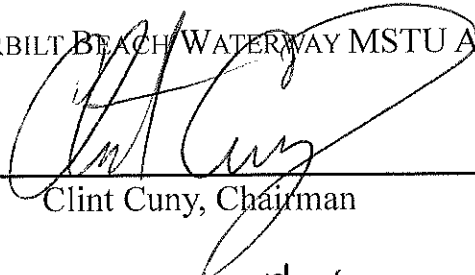
**XII. Member Comments**

**Ms. Arnold** noted Project Manager candidates have been interviewed and a recommendation submitted to the department responsible for final selection. Committee members will have an opportunity to meet with the new Manager following the appointment by the County.

**XIII. Adjourn**

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:01 P.M.

VANDERBILT BEACH WATERWAY MSTU ADVISORY COMMITTEE



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Clint Cuny, Chairman

The minutes approved by the Advisory Committee on Nov 28, 2023 "as submitted" [] or "as amended" [].

**NEXT MEETING  
TO BE DETERMINED**

Claussen Family Center at Saint John's Church  
625 111<sup>th</sup> Avenue North, Naples, FL 34108