



Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103
Naples, FL 34112

MARCH 5, 2020

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Bruce Forman called the meeting to order at 2:00 P.M. A quorum of four was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

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

Staff: Harry Sells - Project Manager

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

III. APPROVAL OF AGENDA

Mr. Sjostrom moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Mr. Weber. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES OF FEBRUARY 6, 2020

Mr. Sjostrom moved to approve the minutes of the February 6, 2020 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Weber. Carried unanimously 4 - 0.

V. LANDSCAPE MAINTENANCE REPORT – AARON GROSS, GROUND ZERO LANDSCAPE

Mr. Sells and **Mr. Gross** toured the roadways and reported landscape is generally in good condition.

- Repairs to multiple irrigation zones damaged by Public Utility Department (PUD) construction were made.
- Turf was fertilized and sod installed by the PUD.
- The Mango tree over hanging the sidewalk at Germain Avenue was pruned.
- Shrubs were pruned on Vanderbilt Drive.

During Committee discussion the following was addressed:

- Debris in the triangular corner behind the Clusia hedge where the fence joins the corner of Vanderbilt Drive will be cleaned out when the base area has stabilized.
- Mulch will not be installed bordering the Clusia hedge as agreed at the February meeting.

VI. PROJECT MANAGER REPORT – HARRY SELLS

A. BUDGET REPORT for 3/5/2020

Mr. Sells provided an overview of the “Vanderbilt MSTU Budget Reports on Fund 143” FY20, dated March 5, 2020 highlighting:

- FY20 Ad Valorem property tax revenue budget is \$1,410,800.00, an increase of 5.09%.
- Total revenue FY20 is \$4,761,146.87 including investment interest, transfers and contributions (minus a 5% reserve of \$70,600).
- Transfers and Contributions, Line 14, in the amount of \$3,350,346.87, is a carry-over generated from 2019.
- The Millage rate remains constant at 0.5000.
- Operating Expense Budget is \$4,632,746.87 of which \$1,032,399.56 is committed; \$127,918.78 expended.
- Unencumbered Operating Expense funds available are \$3,472,428.53.
- Reimbursement from the Mitchell & Stark Construction and the PUD in the amount of \$135,000.00 for M.S.T.U. property damage, subject to a Board of County Commissioners (BCC) budget amendment approval, is pending.
- Outstanding MasTec invoices, part of which will be billed to PUD, for repairs to the FPL Utility aerial to underground conversion for Phase III total \$190,000.00. The Purchase Order balance will be closed out on payment of final invoice.
- Invoices paid to Hole Montes against a Purchase Order of \$276,773.91 for CEI Utility Conversion (Construction, Engineering and Inspection) are \$18,909.43. One additional invoice for a small dollar amount is pending. Hole Montes’ contract terminated December 31, 2019.
- Balance of funds recovery for MasTec and Hole Montes of approximately \$600,000.00 will be credited to the FY-20 budget.
- Locate Holdings Purchase Order in the amount of \$65,189.00 for utilities location service conversion will be closed out.
- Purchase Orders for RWA (surveying) in the amount of \$12,000.00 and Century Link (engineering design) in the amount of \$8,000.00 apply to Phase IV construction.
- Transfers to 111, Line 39, is for Staff salaries.
- Budget Transfers from Appraiser and Tax Collector, Lines 41 and 42, are fees billed by the appropriate entities.
- Total Budget Cash Balance as of March 5, 2020 is \$3,570,567.80.

B. GENERAL STATUS OF PHASE IV

Mr. Sells reported:

- *Invitations to Bid (IBD)* for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link installations and networks and excavation services will go out to bid the third week of March. Bids are due thirty (30) days from the date posted.
- The CEI (Construction Engineering and Inspection) bid contract is out. Three qualified contractors will make presentations of which one will be selected.
- The project can be awarded as a single general contract or up to four (4) separate contracts. In accordance with County policy, the contract will be awarded to the lowest qualified bidder(s).
- Contracts will be written and submitted to the Board of County Commissioners for approval in May 2020 and Purchase Order(s) issued.

- A Department of Environmental Protection (DEP) permit application will be filed for permission to excavate under the waterway.
- Easements in the area of The Dunes of Naples and the Anchorage at Vanderbilt (two each) are required. Mr. Sells made a presentation to the Master Homeowners Association for the Anchorage.
- Estimated time frame to acquire Right of Way (ROW) and Department of Environmental Protection (DEP) permits is sixty (60) days. Pending receipt of one (1) document from RWA, Inc., applications are ready to submit.
- Restrictions inhibit underground burial of utility lines on waterways with bridge spans; consequently, an alternate plan is to string the utility wires through conduit attached to the bridge.
- Raising the asphalt sidewalk pad for sections immersed under water along the Greenway will be reviewed closer to project commencement.
- Benches will be installed by The Dunes of Naples, Island Marina and The Anchorage at Vanderbilt. Bench design will be selected by the Advisory Committee.
- Start-up date goal for Phase IV is mid to end June 2020 with an estimated time frame for completion of six (6) to eight (8) months.

C. GENERAL STATUS OF FINGER STREET ENTRANCE WIDENING

Sidewalk Washout Repairs

The Road Maintenance Division replaced approximately four hundred fifty linear feet (450) of concrete sidewalks on Vanderbilt Drive in the four washout sections damaged by hurricane Irma.

An outstanding Purchase Order was modified to fund repairs to broken sidewalk and curbing . concrete resulting from irrigation installation by the M.S.T.U.

Street Widening

- The radius for eleven finger street intersection was increased to thirty feet (30) at the corners and entrances widened to twenty feet (20).
- Sidewalks at each intersection were relocated to the edge of Vanderbilt Drive to improve sight distances.
- Curbing relocated to accommodate the widening and paver crosswalks will be installed by the M.S.T.U. upon completion of the asphalt paving.
- The M.S.T.U. will move the sidewalks out on Flamingo, Heron and Egret Avenues and repair damaged sidewalks and install crosswalks.

Crosswalk Pavers, Sidewalk Relocation and Repairs

Bonness, Inc. will install new pavers for fourteen (14) crosswalks, ADA paver compliant sidewalk approaches, new curbing and paint roadway striping.

Photographs of crosswalk paver design and color options were distributed for Committee selection and approval.

- The pavers in a contrasting color are required by the ADA when surfaces transition from a sidewalk to a street crossing. ADA pavers will be dark charcoal and set in mortar.
- Members will determine crosswalk paver design and color.
- Individual lane closures will be employed for the crosswalk paver installation to allow continued traffic access.

- Roadway and paver striping will be white.
- Seven park benches will be installed.
- The project will be scheduled for commencement mid-April - May 2020 to minimize disruption to residents.

Mr. Sells will:

- Consult Traffic Operations on street sign placement if review determines current location(s) is too far back, impacting sight line visibility.
- Issue a Purchase Order and Notice-to-Proceed to Bonness, Inc. mid to end April.

D. CONNER PARK STATUS AND DISCUSSION

Mr. Sells provided an update on the project noting:

- The contract for sign frame construction, fencing and lighting has been approved by the Board of County Commissioners and awarded to Adam Ahmed.
- A Purchase Order request in the amount of \$287,500.00 for fence construction on both sides of the Clusia hedge and sign, signage lighting, electric service installation on the north side of Bluebill Avenue and installation of two signs for Conner Park will be submitted to the Procurement Department on receipt of payment and performance bonds from the contractor.
- Building and Sign permits for the sign on the south side of the road and the Right of Way (ROW) sign permit for the north side of Bluebill Avenue will be provided by the contractor.
- The Gateway Signs tiles will be dry stacked.
- The Committee will approve the fence composition and select culture stone material and color for the signposts
- Estimated time frame for project completion is three (3) to five (5) months.

VII. OLD BUSINESS

A. FY21 BUDGET DISCUSSION

The Vanderbilt Beach M.S.T.U. cash balance as of March 4, 2020 is \$4,738,699.72. A future projected *Cost Estimate* for Vanderbilt Beach projects commencing FY2020 - FY2025 submitted by Mr. Sells totals \$5,716,600.00 and includes:

- Street Widening for fourteen (14) streets.
- Conner Park renovation.
- Vanderbilt Drive landscaping.
- Gulfshore Drive sidewalks east and west.
- Benches

The Committee suggested extension of the Clusia hedge and fencing further into Conner's Park be included in the list of future projects as well as installation of bike racks.

Mr. Sells will invite Mike McGee, McGee & Associates, to a future meeting to discuss landscaping for Vanderbilt Drive.

Millage Rate:

In consideration of future projects and financial obligations, members discussed two options for the FY21 millage rate, currently assessed at 0.5000, as follows:

- Lower the current millage rate to establish a Revenue Neutral Policy, maintaining the FY 20 income level.
- Maintain the current millage rate, increasing revenue proportionate to the percentage increase in Ad Valorem property tax value.

The millage rate decision for FY21 was tabled to the April 2020 meeting pending independent review of the financials by Advisory Committee members.

B. POSSIBLE NEW PROJECTS

Future improvements to the Vanderbilt Beach M.S.T.U. for Committee consideration include:

- **Refurbishment of Vanderbilt Drive Landscape**
Mr. Sells will request a proposal from McGee & Associates for a comprehensive landscape renovation project for Vanderbilt Drive.
- **Sidewalks east and west side of Gulf Shore Drive**
The Road Maintenance Department is considering sidewalk installation on the east side 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. Property owners are responsible to install and maintain sidewalks in the Right of Way (ROW). Drainage would have to be redesigned to accommodate sidewalk installation.
- **Lighted Street Name Signs at Intersections Along Gulf Shore Drive and Vanderbilt Drive**
Mr. Sells will request Traffic Operations review lighting options for street signs.

VIII. NEW BUSINESS

None

IX. PUBLIC/BOARD COMMENTS

None

X. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:34 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____ October 27, 2020 “as submitted” [] or “as amended” [].

NEXT MEETING DATE: APRIL 2, 2020 2:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL