



# Vanderbilt Beach M.S.T.U

## Advisory Committee

8300 Radio Road  
Naples, FL 34104

FEBRUARY 4, 2021

### 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.

*Vice Chair Sjostrom motioned to allow William Arell Harris to participate in the meeting via ZOOM remote access due to an extraordinary circumstance. Second by Ms. Miyamoto. Carried unanimously 4 – 0.*

### II. ATTENDANCE

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

Staff: Harry Sells - Project Manager  
Michelle Arnold – Director, PTNE  
Rosio Garcia – Administrative Assistant

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

### III. APPROVAL OF AGENDA

*Chair Forman moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Ms. Miyamoto. Carried unanimously 4 - 0.*

### IV. APPROVAL OF MINUTES OF JANUARY 7, 2021

*Mr. Sjostrom moved to approve the minutes of the January 7, 2021 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 Landscaping

**Mr. Gross** reported:

- Extended irrigation zones which needed heads.
- Installed zone area void of irrigation heads in four (4) different spots.
- Cleaned Areca Palms and pruned shrubs.
- Pruned Clusia hedge to eight (8) feet and removed wood debris on the north end of Conner Park.

- Cut back wooded area behind the wall to prevent encroachment on the Clusia hedge.
- Parked vehicles are damaging the grass. Installation of curbing would be a deterrent.

**Mr. Sells reported:**

- Intrusion by a Gecko caused the irrigation controller to fail resulting in lack of irrigation for eleven (11) to twelve (12) days.
- Three (3) locations on Vanderbilt Drive require maintenance:
  1. Willet Avenue: Approximately thirty (30) feet of overgrowth to be grubbed.
  2. Conners Avenue: One (1) large tree and two (2) small trees to be cut down and stumps ground.
  3. Flamingo Avenue: Prune interior mass and raise limbs above the sidewalk and street on four (4) Oak trees.
- Five (5) Oak trees at the east end of Conner Park will be structurally pruned and have dead vines removed.
- Davey Tree Expert Company has been retained to do the tree work.
- Cost of Grubbing in preparation for extension of the wall is \$2,400.00.
- Landscape and tree work, except for grubbing, will commence in two (2) weeks.
- Ground Zero Landscaping will remove the cut brush behind the Clusia hedge as directed by Mr. Sells.

*A property owner has requested the MSTU plant a Clusia hedge in place of removed debris. The Committee will address the request at a future meeting.*

**VI. CONNER PARK, VANDERBILT DRIVE LANDSCAPING – Mike McGee**

Mr. McGee of McGee & Associates will submit one (1) additional print to complete the landscape portfolio for the north side of Conner Park. A Request for Quote (RFQ) will be solicited from multiple landscapers by Mr. Sells.

Mr. McGee's next project will be a landscape design for the south side of Conner Park.

**VII. PROJECT MANAGER REPORT – HARRY SELLS**

**A. Budget Report for 2/04/2021**

**Mr. Sells reported:**

- FY21 Ad Valorem property tax revenue budget is \$1,444,900.00, an increase of 3%.
- The Millage Rate remains constant at 0.5000.
- Total funds available FY21 is \$5,202,501.33 including investment interest, transfers, and contributions (minus a 5% reserve of \$74,300).
- Transfers and Contributions, Line 11, in the amount of \$3,717,601.33, is a carry-over generated from 2020.
- Operating Expense Budget is \$4,927,328.83 of which \$445,099.98 is committed; \$306,363.36 expended.
- Unencumbered Operating Expense funds available are \$4,175,865.49.
- Purchase Order for Century Link (engineering design) in the amount of \$8,000.00 applies to Utility Conversion Phase IV.
- Two additional Bonness, Inc. Purchase Orders in the amount of \$42,145.57 and \$199,978.42 for concrete repairs and new paver crosswalks will be closed out on completion of invoice payments.

- McGee & Associates Purchase Order for \$4,962.50 covers landscape design projects for Conner Park and the intersection of Vanderbilt Drive and Vanderbilt Beach Road by Regatta.
- Stantec's Purchase Order for \$253,671.00 covers construction, engineering, inspection, and easement survey services for Phase IV.
- Collier County Utility Water Sewer expense will increase due to Conner Park irrigation.
- Improvements General/Capital Outlay budget, Line 36, is \$145,172.50.
- Transfers to 111, Line 35, are for Staff salaries.
- Budget Transfers from Appraiser and Tax Collector, Lines 36 and 37, are fees billed by the appropriate entities for tracking and collecting services.
- Total Budget Available Balance as of February 4, 2021 is \$4,274,616.52.

*Approximately \$2,200,000.00, not reflected in the budget, is committed for Phase IV. Remaining cash funds are adequate for FY22 commitments and new/ongoing projects such as landscaping.*

#### **B. Maintenance Plan**

The Vanderbilt Beach Maintenance Plan FY-21 report identifies community assets and defines financial requirements to maintain these known assets.

- The report addresses timelines for installation, repair and/or replacement of community assets and cost of annual maintenance for the items.
- Responsibilities include irrigation, landscaping, lighting, benches, signs, fencing and walls.
- Crosswalks for the fourteen (14) finger streets along Vanderbilt Drive and Sidewalks for the Conner Park (SW corner of Vanderbilt Drive and Bluebill Avenue) and the Lift Station (NW corner of Vanderbilt Drive and Bluebill Avenue) were added to the original proposal. Cost of maintenance will be budgeted in the future.
- Estimated annual maintenance projected expense of \$76,400.00 will be reflected as "Capital Replacement Reserve" on the FY-22 budget. Cost will increase with inflation and expansion of assets.

#### **C. Propose Budget FY22**

A preliminary FY-22 budget, effective October 1, 2021, was presented for informational purposes. It was noted:

- The current Millage rate of .5000 would result in Total Revenue, Line 12, of \$5,031,627.83.
- Surveying fees, licenses, permits and Clerk's recording are related to Phase IV activities.
- Sprinkler System Maintenance budgeted cost will increase because of coverage expansion to include Conner Park and the Lift Station.

**Mr. Sells** will revise the proposed budget to incorporate a "replacement reserve" in accordance with the Maintenance Plan detailed under Item VII – B and submit it to the Committee for approval in March 2021.

#### D. Phase IV Utility Burial Status

Mr. Sells met with the Public Utilities Department representatives to review the Vanderbilt Drive Underground Utility Conversion Phase IV. A follow-up meeting is scheduled for February 5<sup>th</sup>.

- Mastec North America, Inc.'s contract for Phase IV's construction in the amount of \$1,765,869.40 will be submitted to the Board of County Commissioners for approval on February 23, 2021.
- Mobilization time is two (2) to three (3) weeks from issuance of the notice to proceed. Work will start on the north side.
- Stantec, has been selected to perform Construction, Engineering, Inspection, and easement survey services for Phase IV. A Purchase Order will be issued, and the firm's role will commence one (1) to two (2) weeks prior to construction.
- The Right of Way (ROW) Permit application has been submitted to the County. A permit request has also been opened with the DEP (Department of Environmental Protection) for the two sub aqueous bores.
- Space restrictions may prohibit burying of utility lines under the Cocohatchee River.
- Plan documentation for utility wires encased in conduit have been provided to The Dunes of Naples, the Marina Bay Club, and the Anchorage.
- Easements if necessary, will be secured to install "feeders" around The Dunes of Naples and the Marina Bay Club and the Anchorage if needed.
- Stantec, has been selected to perform Construction, Engineering, Inspection, and easement survey services for Phase IV. A work order is in progress and the firm's role will commence one (1) to two (2) weeks prior to construction.
- Estimated time frame for completion for the Phase is six (6) to nine (9) months.

#### E. Conner Park Beautification Status and Discussion

##### 1. Lift Station Fence

- Q Grady Minor & Associates, PA submitted construction plans for a decorative wall at the *Master Pump Station*, located within the Right of Way (ROW) along Bluebill Avenue and Vanderbilt Drive just north of Naples Park.
- A wrought iron sliding gate opening in two (2) directions from the middle will replace the chain link fence gate.
- A request for quote (RFQ) was released February 4, 2021 for fence construction. The quotes will be presented to the Committee at the March meeting.

##### 2. Sidewalk Pavers

###### Vanderbilt Drive and Bluebill Avenue

An on-site meeting with contractors to review the project and respond to questions is scheduled for February 9th.

- Concrete sidewalks by the north and south Gateway signs will be replaced with pavers in color consistent with crosswalks and ADA compliant transition strips installed.
- Curbing will be installed on the Vanderbilt Drive and Bluebill Avenue intersections.

*Mr. Sells will request quotes for paver installation for the east/west and north/south crosswalks including ADA compliant transition strips on Vanderbilt Drive and Bluebill Avenue. The project may require Board of County Commissioner (BCC) approval due to total cost.*

**VII. OLD BUSINESS**

**A. Potential Future Projects for Discussion**

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

- **Refurbishment of Vanderbilt Drive Landscape**  
The project will be undertaken on completion of landscape designs for the north side of Conner Park and the corner of Vanderbilt Drive and Vanderbilt Beach Road.
- **Refurbishment of Corner of Vanderbilt Drive and Vanderbilt Beach Road**  
Project is in the planning stage with McGee & Associates Landscape Architects for the corner by Regatta of Vanderbilt Beach where Vanderbilt Drive and Vanderbilt Beach Road intersect.
- **Sidewalks East and West Side of Gulf Shore Drive**  
The Road Maintenance Department is considering sidewalk installation for 2025. Design and funding 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 the installation.
- **Refurbish Bridge of Channel on Bluebill**  
The Committee suggested cleaning the waterway bridge and investigating the feasibility of treatment with a veneer stone. *Mr. Sells will investigate the cost to power wash the bridge.*
- **Lighted Street Name Signs at Intersections Along Gulf Shore Drive and Vanderbilt Drive**  
The project is under review pending development of technology to provide attractive, small scale LED Solar lighting.
- **Extend Fence on South Side of Conner Park**  
Most members concurred the fence on the south side of the park should be extended approximately one-hundred and fifty (150) feet from the present end with columns spaced fifteen (15) feet apart. Residents on Flamingo Avenue will be notified by the MSTU in advance.

The following estimate was received to grub 150 feet of scrub on the bank and install ten (10) sections of fence and ten (10) columns:

Cost for fence:	\$65,000.00
Cost for grubbing:	<u>\$ 2,400.00</u>
<b>Total</b>	<b>\$67,400.00</b>

- **FPL Box Wraps**  
**Mr. Sells** will request feedback and approval from FPL for decorative wrap application on utility boxes.
- **Trash Cans on Vanderbilt Drive**  
**Mr. Sells** will investigate feasibility of placing four (4) to five (5) trash cans on Vanderbilt Drive, possibly in the vicinity of the benches. Weekly collection of trash could be incorporated into Ground Zero Landscape's contract.

**VIII. NEW BUSINESS**

**A. Next Meeting**

The Committee noted the next meeting will be held on March 11, 2021.

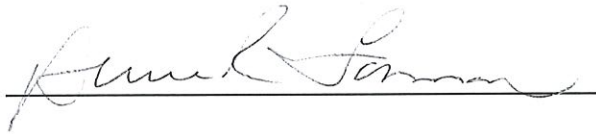
**X. PUBLIC/BOARD COMMENTS**

None

**XI. ADJOURN**

**There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:27 P.M.**

VANDERBILT BEACH MSTU ADVISORY COMMITTEE



Bruce Forman, Chairman

The minutes approved by the Board/Committee on 11 March, 2021 "as submitted" [] or "as amended" [].

NEXT MEETING DATE:  
MARCH 11, 2021 2:00 P.M.  
8300 RADIO ROAD  
NAPLES, FL 34104