

Vanderbilt Beach M.S.T.U

Advisory Committee

3299 East Tamiami Trail Suite 103

Naples, FL 34112

MAY 2, 2019

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair William Sjostrom called the meeting to order at 3:01 P.M. A quorum of three was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Bruce Forman – Chairman (Excused)
William Sjostrom – Vice Chair
Mark Weber (Excused),
Gabriella R. Miyamoto
William Arell Harris
Staff: Harry Sells - Project Manager
Others: Aaron Gross – Ground Zero Landscaping
Wendy Warren - Premier

III. APPROVAL OF AGENDA

Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting subject to the following change:

Add: II. Approval of the Agenda. Sequencing of Items III. through IX. to be revised as Items IV. through X.

Second by Mr. Harris. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES OF APRIL 4, 2019

Mr. Harris moved to approve the minutes of the April 4, 2019 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 3 - 0.

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

Mr. Gross reported on landscape and irrigation maintenance as follows:

- Roadway landscape maintenance has been complimented by all parties.
- Irrigation system repairs were addressed.

VI. PROJECT MANAGER REPORT – HARRY SELLS

A. BUDGET REPORT for 5/2/2019

Mr. Sells provided an overview of the “Vanderbilt MSTU Budget Report on Fund 143” FY19 and FY19 Unaudited Adjusted Balance Sheet dated May 3, 2019 highlighting:

- FY19 Ad Valorem property tax revenue budget is \$1,345,200.00, an increase of 5.09%.

- Total revenue FY18 is \$4,046,800.00 including investment interest, transfers and contributions (minus a 5% reserve of \$67,700).
- The Millage rate remains constant at 0.5000.
- Operating Expense Budget is \$3,892,200.00 of which \$1,140,188.90 is committed; \$345,129.40 expended.
- Unencumbered Operating Expense funds available are \$2,406,881.70.
- An invoice for MasTec in the amount of \$268,295.03 was processed for repair service to date including the washout locations.
- An additional MasTec invoice estimated in the \$100K range is anticipated to finish the work for Phase III.
- The Public Utility Department will be billed for reimbursement from Mitchell & Stark Construction for damage to M.S.T.U. property for the work MasTec did to replace damaged conduit.
- Unspent MasTec funds will be credited to the budget and reflected in the Cash Available column.
- Hole Montes contract terminates December 31, 2019. Twenty-five percent (25%) of the Purchase Order dollars of \$278,981.91 is estimated to be utilized.
- Fiscal 2019 Cash Balance as of April 3, 2019 (unaudited) is \$3,602,824.24.

Mr. Sells will prepare a three-year financial forecast for Committee review at the next regularly scheduled M.S.T.U. meeting.

B. GENERAL STATUS OF BURIAL PROJECT and DELAYS

Phases II and III Network Electrical Activation

MasTec has work to complete on the five finger streets and a portion of Vanderbilt Drive. Utility conversion for the five remaining finger streets and a section of Vanderbilt Drive will commence August 1, 2019 with an estimated time frame for completion of 1 to 1-1/2 months.

Street Widening

- Mitchell & Stark widened the street entries and relocated the sidewalks at the intersections of Vanderbilt Drive and improved the sight distances on Willet and Tradewinds Avenues.
- At this point and time, Mitchell & Stark has not committed to move the sidewalks on Flamingo, Heron and Egret Avenues.
- Curbing will be relocated to accommodate the widening and paver crosswalks installed by the M.S.T.U. upon completion of the second and final asphalt paving on all the streets.

Crosswalk Pavers

Selection of crosswalk paver design and color for fourteen finger streets and the entry crosswalk at The Dunes of Naples will occur at the **September 2019** meeting.

Mr. Sells will provide product samples for Committee review.

New Irrigation Line

The contract for the **irrigation** line installation on Vanderbilt Drive consisting of new lines encased in plastic conduit and wiring for control zones has been approved by the BCC. The new system will extend 150 feet to accommodate irrigation of Conner Park.

The Purchase Order for Stahlman- England Irrigation, Inc. to connect the new irrigation system to the existing main line has been received.

The project will commence at Willet Avenue and move south on Vanderbilt Drive. The controller for the system will be relocated from the north to the south side of Willet Avenue and Vanderbilt Drive. Connection of the system north of Willet Avenue on Vanderbilt Drive is “to be determined.”

Mr. Sells will:

- Assess the scope of the project with Stahlman-England Irrigation.
- Solicit an agreement from the Public Utilities Department for the work.
- Address repairs for damages to the existing system with Mr. Gross, Ground Zero Landscaping.
- Estimated time frame for completion of the project is end of September 2019.

C. STATUS OF PHASE IV

Mr. Sells reported:

- “*Scope of Work*” contracts are approximately fifty per cent (50%) complete.
- *Invitations to Bid (IBD)* for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link installations and networks, Excavation and CEI (Construction Engineering and Inspection) services will be distributed in accordance with County policies to qualified contractors.
- The Department of Environmental Protection (DEP) permits will determine the location for project’s inception (north end vs. The Dunes location).
- Project initiation is anticipated for fall 2019 with an estimated time frame of four to six months for completion.

Mr. Sells will notify Mr. Harris of construction plans to enable him to include a time and action synopsis on the project in The Dunes newsletter.

D. CONNER PARK DISCUSSION

Parks and Recreation Meeting

The Parks and Recreation Department approved the landscape design plan for the park.

Manhole Cover

Mitchell & Stark elevated the sanitary manhole to ground level. McGee & Associates will design a semi-circular retaining wall and fence for the mound.

Mr. Sells will:

- Develop a “*Scope of Work*” for the project for an *Invitation to Bid (IBD)* distribution to qualified contractors.
- Apply for building, ROW and sign permits.
- Request Quotes (RFQ) for:
 - grubbing the bank 180 feet.
 - removal of Coconut Palms.
 - pruning of Sea Grape.
 - Clusia hedge purchase and planting.
 - semi-circular retaining wall around mound.

Project time schedule is contingent on availability of Clusia hedge for installation.

On completion of this phase, fencing and sign construction will be addressed.

Mr. Harris motioned to approve funds to grub approximately one hundred eighty feet of the bank bordering Conner Park for an amount Not-To-Exceed thirty thousand dollars. Second by Ms. Miyamoto. Carried unanimously 3 – 0.

VII. OLD BUSINESS

Street Sign Lighting

Specifications and a quote proposal for solar powered double-sided LED street name signs with white lettering from Transportation Solutions & Lighting, Inc. were presented. Signage would be installed on Vanderbilt Drive (fourteen finger streets) and Gulf Shore Boulevard (three streets). Pole design can be customized.

Mr. Sells will seek authorization to replace the signs from the Traffic Operations Department. A test sign can be installed on the corner of Willet Avenue as electrical power is available.

Ms. Miyamoto motioned to approve up to three thousand dollars for installation of a double-sided LED street sign on Willet Avenue as a test. Second by Mr. Harris. Carried unanimously 3 – 0.

Sidewalks

Commissioner Solis's office previously requested the M.S.T.U. participate in the Gulf Shore Drive sidewalk project. Joint projects with the County can be undertaken with Committee approval.

Sidewalk installation on the east side of Vanderbilt Drive can be considered with a modification to the Vanderbilt Beach M.S.T.U. ordinance extending the boundary approximately sixty feet into the Right of Way (ROW).

Mr. Sells will contact Albert English, Director of the Road and Maintenance Department, regarding sidewalk and bike lane installation for Gulf Shore Boulevard and Vanderbilt Drive.

Mr. Harris will talk with Commissioner Solis and/or Angela Goodner to determine the process for a sidewalk installation project undertaken by the County or potentially in partnership with the M.S.T.U.

VIII. NEW BUSINESS

A. SUMMER SCHEDULE

The Committee agreed meetings will not be held in June, July and August of 2019. Members will advise Mr. Sells of their return date schedule to assist in identifying a date for a future meeting.

Mr. Sells will distribute a newsletter updating the Advisory Committee of M.S.T.U. activities during the summer recess.

B. POSSIBLE NEW PROJECTS

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

- **Refurbishment of Vanderbilt Drive Landscape**

A comprehensive landscape renovation project will be considered in 2020 upon completion of Public Utility underground utility project.

- **Sidewalks east and west side of Gulf Shore Drive**
Project pending direction from the Road Maintenance Department. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. 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**
Mr. Sells met with Transportation Solutions & Lighting for solar lighting options for traffic and street signs on February 8, 2019. The scale of the signs proposed by the contractor is not compatible for residential application.

Additional projects for consideration presented at the May 2nd meeting include:

- **Cross Walk Pavers**
Pavers to be installed across the entrance of The Dunes of Naples to coordinate with finger street pavers. Cross walk identification is a “safety” issue.


IX. PUBLIC COMMENT

None

X. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 4:03 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE



Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____ October 3, 2019 “as submitted” [] or “as amended” [].

NEXT MEETING DATE: OCTOBER 3, 2019 2:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL