





Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

NOVEMBER 4, 2021 2:00 PM

**Committee Members and Project Manager will meet at
Claussen Family Center at St. John's Church
625 111TH Ave., Naples, FL**

All others are encouraged to attend via Zoom video conference

AGENDA

I. Call to order and Pledge of Allegiance

II. Attendance

Advisory Committee	Bruce Forman - Chairman	(11/13/2023)
	Bill Sjostrom - Vice Chairman	(11/13/2024)
	Mark Weber	(11/13/2021)
	Gabriella R. Miyamoto	(11/13/2023)
	William Harris	(11/13/2024)
Staff	Harry Sells – Project Manager	
	Aaron Gross, Ground Zero	
	Wendy Warren, Transcriptionist	

III. Approval of the agenda

IV. Approval of the Minutes - October 7, 2021

V. Landscape Maintenance Report - Aaron Gross, Ground Zero Landscape

VI. Vanderbilt Drive Refurbishment - Mike McGee

VII. Project Manager Report Harry Sells

- A. Budget report for 11/04/21
- B. Phase IV Utility Burial Status
- C. Status of Easement from The Anchorage
- D. Conner Park Beautification Status and Discussion - Schedule
- E. Project Update for the NW Corner of VBVR & VB Drive

VIII. Old Business

- A. Potential future projects

IX. New Business

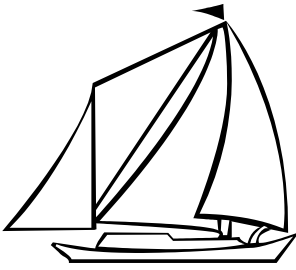
X. Public Comment

XI. Adjourn

NEXT MEETING DATE

DECEMBER 2, 2021 - 2:00 PM

Claussen Family Center at St. John's Church



Vanderbilt Beach M.S.T.U.

Advisory Committee

**8300 Radio Road
Naples, FL 34104**

OCTOBER 7, 2021

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Sjostrom 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 (Excused) William Sjostrom – Vice Chair Mark Weber Gabriella R. Miyamoto William Arell Harris
Staff:	Harry Sells - Project Manager Michelle Arnold – Director, PTNE Rosio Garcia – Administrative Assistant
Others:	Aaron Gross – Ground Zero Landscaping Wendy Warren - Transcriptionist Mike Catanese – The Anchorage of Naples

III. APPROVAL OF AGENDA

Mr. Harris 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

Mr. Weber moved to approve the minutes of the September 2, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 4 - 0.

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

Mr. Gross reported:

- Landscaping is in good condition.
- Irrigation repairs are constant.
- Fertilizer will be applied the end of the month.

The Committee noted:

- Vehicular parking is damaging grass in the Right of Way (ROW) strip.
- Long-term, the strip should be landscaped to deter vehicle parking.

VI. PROJECT MANAGER REPORT – Harry Sells

A. Budget Report for 10/7/2021

Mr. Sells reported:

- FY-22 Ad Valorem property tax revenue budget is \$1,488,600.00, an increase of 3%.
- The Millage Rate remains constant at 0.5000.
- Total revenue FY-22 of \$6,302,195.90 includes investment interest, transfers, and contributions.
- Transfers and Contributions, Line 13, in the amount of \$4,791,595.90, is a carry-over generated from 2021(minus a 5% reserve of \$75,600).
- Operating Expense Budget is \$5,669,095.90 of which \$2,565,995.90 is committed.
- Unencumbered Operating Expense funds available are \$3,103,100.00.
- The MasTec North America contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV is \$1,765,869.40.
- Purchase Order for Century Link (engineering design) in the amount of \$8,000.00 applies to Utility Conversion Phase IV.
- Stantec's Purchase Order for \$254,454.25 covers construction, engineering, inspection, and easement survey services for Phase IV.
- Capital Contractors Purchase Order in the amount of \$247,825.35 is for sidewalk paver installation
- The MasTec North America contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV is \$1,765,869.40.
- Florida, Power & Light Purchase Order in the amount of \$162,359.00, covers purchase of materials for Phase IV construction.
- Hannula Landscaping Purchase Order for \$127,264.90 funds landscaping and irrigation installation for the refurbishment of Conner Park.
- Purchase Orders in red indicate they have been closed out and the money expended.
- Improvements General/Capital Outlay budget, Line 37, is \$500,000.00.
- Transfers to 111, Line 39, are for Staff salaries.
- Budget Transfers from Appraiser and Tax Collector, Lines 40 and 41, are facilitated by other appropriate County entities.
- Total Budget Available Balance as of October 7, 2021, is \$3,736,200.00.

Available funds are sufficient to complete Phase IV construction, sidewalk paver installation, Conner Park refurbishment and the landscape project by Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive.

B. Phase IV Utility Burial Status

Mr. Sells reported:

- Phase IV construction started October 1, 2021.
- Drilling commenced and one small section of conduit is installed in the ground.
- A second section of conduit burial terminating just south of the Dune of Naples entrance will be completed within a week.
- A vault will be buried week ending October 15, 2021, in location of terminated conduit; cable will be pulled through the conduit.
- The estimated period for completion is nine (9) months. Anticipated activation date will be early 2022.

- Stantec's on site management will be ongoing until FPL removes the utility poles.
- The MSTU will install pavers and benches at The Dunes of Naples and The Anchorage post construction.

Easements

The Anchorage of Naples Condominium Association, Inc. submitted a letter, via email, dated September 30, 2021, to Mr. Sells, MSTU Project Manager, stating The Anchorage would not provide any easements to the MSTU, FPL and/or any other entity in connection with the Vanderbilt Utility Burial Phase IV Project. The document further stated their intent to rescind or terminate the right of entry document previously provided.

Action

Mr. Sells worked with The Anchorage Board Members to resolve the Associations objections to the installation of Vista boxes on their property. He noted:

- Two (2) Vista Underground Distribution Switches are required for the Vanderbilt Utility Burial Phase IV Project completion to the north end.
- Property south of The Anchorage is wetlands and, hence, not an option for Vista switch box installation. An alternate location to place the switches is not feasible.
- Mr. Sells and Mr. Catanese walked the complex and identified a less intrusive location to install the boxes.
- A decision to grant the MSTU permission to install the boxes in easements at The Anchorage is required within two weeks.
- Phase IV construction will stop just north of The Dunes of Naples or south of The Anchorage if the easements are not granted.

Mr. Catanese reported The Anchorage of Naples Condominium Association, Inc. has tentatively agreed to permit easements to the MSTU and FPL.

Mr. Sells will follow up with The Anchorage on easement status.

C. Conner Park Beautification Status and Discussion - Schedule **Landscaping and Irrigation**

- The Committee approved the landscape contract for Conner Park in the amount of \$130,677.50 on June 28, 2021.
- The filter system for irrigation was supplied by MSTU Staff. Drip irrigation is the primary source.
- Installation of the irrigation system is complete; "heads" and connectors must be installed.
- The contractor will re-grade the area prior to plant material installation.
- Tree, shrub and other plant material installation will commence week ending October 15, 2021.
- Estimated completion date for the refurbishment project is November 1, 2021.

Sidewalk Pavers – Vanderbilt Drive and Bluebill Avenue

- Capital Contractors will install pavers in color consistent with crosswalks, and ADA compliant transition strips, on the Vanderbilt Drive and Bluebill Avenue intersections upon completion of sidewalk and curbing work.

- Engineering of sidewalk is required to ensure proper drainage and adequate elevations for future modifications.
- A Right of Way (ROW) permit is required for paver installation.
- Receipt of paver material is anticipated the end of November 2021.
- Estimated paver installation time is one (1) month from receipt of material.

Fence on South Side and Landscaping

- The Parks and Recreation Department removed invasive species from the area.
- Ground Zero Landscaping planted slow growing shrubs on the hill side behind the Clusia hedge to prevent erosion and improve aesthetics.
- Heavy vine growth, detrimental to the Mangroves and Sea Grapes, was cut back.
- The Clusia hedge will be maintained at a height of ten (10) feet.

The Parks and Recreation Department does not support extension of the fence or additional landscaping of the area.

D. NW Corner VBR & VB Drive

The final design by McGee & Associates for the intersection of the northwest corner of Vanderbilt Beach Road and Vanderbilt Drive has been approved by the Committee and Representatives of the Regatta.

- The project will be reviewed with the Road Maintenance Division to confirm drainage is adequate.
- Material shortages may impact the lead time for receipt of sidewalk pavers.

Mr. Sells will prepare a Scope of Work, obtain County approvals and Right of Way (ROW) permits and request quotes for the landscape project.

E. CMA #5411 – Hybrid Remote Meetings

The document “CMA #5411, Hybrid Remote Public Meetings ” was provided to members for an opportunity to review the requirements for hybrid remote public meetings that may be conducted to facilitate the telephonic or remote participation of members of boards, committees, agencies, staff, consultants, and the public. The meeting utilizes both in-person and remote participation via communications media technology.

Instruction for Conducting a Hybrid Remote Public Meeting includes:

- Authorization of the County Manager or their designee.
- A hybrid remote public meeting notice providing all information required by law for an in-person public meeting.
- An opportunity for remote public comment.
- If a quorum is physically present, the participation of an absent member by communications media technology is permissible when such absence is due to extraordinary circumstances.

VII. OLD BUSINESS

A. Potential Future Projects

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

1. Extend Fence on South Side of Conner Park

The Parks and Recreation Department, the entity with jurisdiction over the area, recommends the MSTU. does not extend the fence on the south side of Conner Park.

This project will be removed from the Potential Future Projects List.

2. Refurbishment of Vanderbilt Drive Landscape

McGee & Associates, Landscape Architects, will create a conceptual landscape design for Vanderbilt Drive. Area residents will be consulted, and the Committee will review and approve the final design proposal.

3. Refurbish Bridge of Channel on Bluebill

The Committee suggested cleaning the waterway bridge and researching installation of a veneer stone.

The Road Maintenance Division has not provided an update to the July 16, 2021 meeting with Ms. Arnold and Mr. Sells, during which they accepted responsibility for bridge maintenance.

4. Sidewalks East and West Side of Gulf Shore Drive

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. A bike path would be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation. The project timeline depends on coordination with Road Maintenance.

Ms. Arnold and Mr. Sells met with the Road Maintenance Division on July 16, 2021, to review project criteria and convey MSTU's willingness to contribute up to two million dollars (\$2,000,000.00) to the project. The Committee will be updated at a future meeting on the progress of this major project.

Sidewalks

Sidewalk maintenance in the Right of Way on Gulf Shore Drive and Vanderbilt Drive is the responsibility of the homeowner. Residents should call 311 to report sidewalk condition and/or safety concerns.

5. Lighted Street Name Signs at Intersections Along Gulf Shore and Vanderbilt Drives

The project is on hold, pending development of technology to provide attractive, small scale LED Solar lighting.

6. Install Radar Speed signs along west side of Vanderbilt Drive and Gulf Shore, total of four (4).

Traffic Ops installed two (2) signs on the north end of Gulf Shore Drive for sixty (60) days. *This item will be removed from the Future Project List.*

VIII. NEW BUSINESS

A. Committee Member Application

The Committee discussed Mark Weber's application for the open position on the M.S.T.U. effective from November 14, 2021, to November 13, 2025, noting the significant contribution he has made to the Committee and his willingness to be reappointed.

Mr. Harris motioned to recommend the Board of County Commissioners reappoint Mark Weber to the Vanderbilt Beach M.S.T.U. Advisory Committee for a four-year term commencing November 14, 2021. Second by Ms. Miyamoto. Carried unanimously 4 - 0.

X. PUBLIC 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 2:56 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2021 "as submitted" ☐ or "as amended" ☐.

NEXT MEETING DATE:

NOVEMBER 4, 2021

Claussen Family Center at St. John's Church

625 111th Avenue

NAPLES, FL 34108

VANDERBILT MSTU
FUND 143
November 4, 2021
FY22

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1	CUR AD VALOREM TAX			\$ (1,488,600.00)	\$ -	\$ -	\$ (1,488,600.00)
2	DEL AD VALOREM			\$ -	\$ -	\$ -	\$ -
3	OVERNIGHT INTEREST			\$ -	\$ -	\$ -	\$ -
4	INVESTMENT INTEREST			\$ (22,000.00)	\$ -	\$ -	\$ (22,000.00)
5	INTEREST TAX COLL.			\$ -	\$ -	\$ -	\$ -
6	REVENUE STRUCTURE			\$ (1,510,600.00)	\$ -	\$ -	\$ (1,510,600.00)
7	TRANSFERS FROM PROP APP			\$ -	\$ -	\$ -	\$ -
8	TRANSFERS FROM TAX COLL			\$ -	\$ -	\$ -	\$ -
9	REIMBURSEMENT -INTERDEPT.			\$ -	\$ -	\$ -	\$ -
10	CARRY FORWARD GEN			\$ (2,302,200.00)	\$ -	\$ -	\$ (2,302,200.00)
11	CARRY FOR OF ENCUMB AMT			\$ (2,564,995.90)	\$ -	\$ -	\$ (2,564,995.90)
12	NEG 5% EST REV			\$ 75,600.00	\$ -	\$ -	\$ 75,600.00
13	TRANSFERS & CONTRIB			\$ (4,791,595.90)	\$ -	\$ -	\$ (4,791,595.90)
14	TOTAL REVENUE			\$ (6,302,195.90)	\$ -	\$ -	\$ (6,302,195.90)
15	SURVEYING FEES			\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
16	INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$ 8,800.00	\$ -	\$ 8,800.00
17	INTERDEPT PAYMENT	Collier County	Relocation of Sign	Direct Pay	\$ 1,000.00	\$ -	\$ 1,000.00
18	LANDSCAPE INCIDENTALS	Ground Zero Landscaping Serv	Landscape Incidentals	4500213683	\$ 60,000.00	\$ 58,679.00	\$ 1,321.00
		Century Link	Engineering Design & Supervision	4500197394	\$ 8,000.00	\$ -	\$ -
		Ground Zero Landscaping Serv.	Ground Maintenance	4500213683	\$ 55,120.00	\$ -	\$ -
		Stantec Consulting	CEI Prof. Services	4500208896	\$ 245,454.25	\$ -	\$ -
		McGee & Associates	Landscape Arch. Serv.	4500208432	\$ 290.00	\$ -	\$ -
		Johnson Engineering Inc.	Engineering Services	4500209492	\$ 1,270.50	\$ -	\$ -
		Capital Contractors	Install Paver Sidewalk	4500210389	\$ 247,825.35	\$ -	\$ -
		Mastec North America	Bury & Activate overhead utilities	4500210804	\$ 1,765,869.40	\$ -	\$ -
		Florida Power & Light	Materials for Phase IV	4500210839	\$ -	\$ 162,359.00	\$ -
		Hannula Landscaping	Install Irrigation at Bluebill/Vanderbilt Dr.	4500211928	\$ 127,264.90	\$ -	\$ -
		Q. Grady Minor	Engineering Survey	4500213265	\$ 6,383.00	\$ -	\$ -
		Harts Electrical	Relocation of Dock service	4500214855	\$ 9,040.00	\$ -	\$ -
19	OTHER CONTRACTUAL			\$ 5,539,195.90	\$ 2,466,517.40	\$ 162,359.00	\$ 2,910,319.50
20	POST FREIGHT UPS			\$ 100.00	\$ -	\$ -	\$ 100.00
21	ELECTRICITY	FPL	Electricity	4700004546	\$ 300.00	\$ 300.00	\$ -
22	WATER AND SEWER	Collier County Utility	Water & Sewer	4700004563	\$ 30,000.00	\$ 28,947.54	\$ 1,052.46
23	RENT BUILDINGS	St. John the Evangelist	Meeting Room Rental	4500213101	\$ -	\$ 800.00	\$ 200.00
24	RENT EQUIPMENT			\$ 300.00	\$ -	\$ -	\$ 300.00
25	INSURANCE GENERAL	Collier County	Insurance General		\$ 800.00	\$ -	\$ 800.00
26	SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500214479	\$ 5,000.00	\$ 2,835.56	\$ 164.44
27	MULCH			\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
28	LICENCES AND PERMITS			\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
29	CLERKS RECORDING FEES			\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
30	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist Serv.	4500214133	\$ 2,500.00	\$ 2,400.00	\$ 100.00
31	OFFICE SUPPLIES		Office Supplies		\$ 300.00	\$ -	\$ 300.00
32	COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500214501	\$ 300.00	\$ 114.32	\$ 185.68
33	MINOR OFFICE EQUIP			\$ 300.00	\$ -	\$ -	\$ 300.00
34	FERT HERB CHEM			\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
35	OTHER OPER SUPPLIES	Home Depot	Marking Paint	VISA	\$ 200.00	\$ -	\$ 13.96
36	OPERATING EXPENSE			\$ 5,669,095.90	\$ 2,560,593.82	\$ 165,110.86	\$ 2,943,391.22
37	IMPROVEMENTS GENERAL			\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
38	CAPITAL OUTLAY			\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
39	TRANS TO 111 UNINCOR			\$ 85,000.00	\$ -	\$ -	\$ 85,000.00
40	Budget Trans from Appraiser			\$ 13,100.00	\$ -	\$ 2,958.35	\$ 10,141.65
41	Budget Trans from Tax Collector			\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
42	TRANSFERS			\$ 133,100.00	\$ -	\$ 2,958.35	\$ 130,141.65
43	TOTAL BUDGET			\$ 6,302,195.90	\$ 2,560,593.82	\$ 168,069.21	\$ 3,573,532.87

2,068,487,415
2,005,897,752
1,910,384,837
1,904,053,751
1,945,840,639
2,044,186,286
2,195,715,846
2,385,578,106

FY 10 Final Taxable Value
FY 11 Final Taxable Value
FY 12 Final Taxable Value
FY 13 July 1 Taxable Value
FY 14 July 1 Taxable Value
FY 15 July 1 Taxable Value
FY 16 July 1 Taxable Value
FY 17 July 1 Taxable Value

2,560,181,524
2,673,862,805
2,805,890,115
2,874,830,743

FY 18 July 1 Taxable Value
FY 19 July 1 Taxable Value
FY 20 July 1 Taxable Value
FY 21 July 1 Taxable Value

3.00% Adj. 20 to 21

Millage
Extension

FY 21
0.5000
1,444,891

FY 20
0.5000
1,402,845

Millage Cap = .5000

Total Available Balance \$ 3,573,532.87
Plus Committed And Not Spent \$ 2,560,593.82

Estimated Cash \$ 6,134,126.69

Estimated Cash Less
Uncollected Ad Valorem Taxes \$ 4,645,526.69

Actual Cash

Prepared on 10-26-21

Potential Future Project for Discussion As of November 4, 2021

1. **Refurbishment of Vanderbilt Drive Landscape**

A landscape design for Vanderbilt Drive will be submitted for Committee consideration upon completion of Conner Park refurbishment.

2. **Refurbish bridge of channel on Bluebill**

The Committee suggested cleaning the waterway bridge and/or researching application of a veneer stone.

PM met with Director Road Maintenance July 16 and received somewhat positive feedback.

3. **Install Sidewalks east and west side of Gulf Shore Drive**

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive 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. Drainage would have to be redesigned to accommodate the installation. Project timeline depends on coordination with Road Maintenance and many issues which were discussed July 16.

4. **Lighted street name signs at intersections along Gulf Shore Drive and Vanderbilt Drive**

The project is on hold, pending development of technology to provide attractive, small scale LED Solar lighting

Under review. Most lighted street signs are not attractive.