





# ***Vanderbilt Beach M.S.T.U.***

Advisory Committee  
8300 Radio Road  
Naples, FL 34104

**DEC 2, 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	(11/15/2025)
	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 – November 4, 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 12/02/21
- B. Phase IV Utility Burial Status
- C. Conner Park Beautification Status and Discussion
- D. Project Update for the NW Corner of VBVR & VB Drive

**VIII. Old Business**

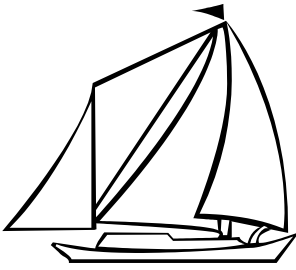
- A. Potential future projects

**IX. New Business**

**X. Public Comment**

**XI. Adjourn**

**NEXT MEETING DATE  
JANUARY 3, 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**

NOVEMBER 4, 2021

### **I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**Chair Forman** called the meeting to order at 2:01 P.M. A quorum of five was present. The Pledge of Allegiance was recited.

### **II. ATTENDANCE**

Advisory Committee:	Bruce Forman – Chairman 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 Mike McGee – McGee & Associates, Landscape Architect Wendy Warren - Transcriptionist

### **III. APPROVAL OF AGENDA**

***Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach M.S.T.U. Advisory Committee meeting as presented. Second by Chair Forman. Carried unanimously 5 - 0.***

### **IV. APPROVAL OF MINUTES**

***Mr. Harris moved to approve the minutes of the October 7, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Ms. Miyamoto. Carried unanimously 5 - 0.***

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

**Mr. Gross** reported:

- The shrubs were pruned on the entire length of Vanderbilt Drive.
- Tree canopies were lifted to avoid sidewalk encroachment.
- Strip pattern nozzles in the south end, zones three and five, were installed and redirected to contain irrigation to the grass area.
- Florida Pusley, a white perennial weed flower, is blanketing lawns in the area. Remediation is difficult as treatment causes damage to surrounding material.

The Committee discussed:

- Conner Park, other than the wall area, Perennial Peanut, Clusia hedge and newly installed landscaping, is maintained by the Parks and Recreation Department.
- Private property hedges should be maintained at ten (10) feet.
  - The MSTU maintains hedges originally planted by homeowners before the MSTU was established. All maintenance is within the County right of way.
  - County hedge height restrictions solely pertain to sight line standards.
  - The M.S.T.U. is not permitted to trim landscaping on private property unless the plant/tree is infringing on the Right of Way (ROW).
  - Individuals can file a complaint with Code Enforcement.

#### **VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee**

**Mr. McGee** and the Committee had an interactive discussion on landscape design for Vanderbilt Drive noting:

- A uniform landscape design incorporating shaded areas for pedestrian walking is preferred.
- Setback for roadway plant placement will be minimum based on the Vanderbilt Drive twenty-five (25) mph speed limit.
- Planting of shrubs and ground covers will discourage vehicular parking on the side of the roadway and enhance aesthetics.
- Swales: Swale planting requires a ROW (Right of Way) permit. Plant material cannot be placed on the swale bottom center line. Ground cover on the edge will protect the swale from damage. Mulching prevents swale drainage capability and is not permitted.
- Breakaway Palms, such as Alexander, Windham and Montgomery Palms, with smaller trunks and non-interfering sight line canopies, are ideal.
- ROW Department requirements for root barriers for the trees will be determined.
- Cooperation with private property owners will be solicited.

*Mr. McGee will provide a list of roadways for the Committee to drive by as a reference for boulevard style landscape design to Mr. Sells.*

**Mr. Sells** directed Mr. McGee to create a general concept design and submit a proposal based on:

- Landscape uniformity for the entire boulevard.
- Creation of “Cove of Palms” in strategic locations.
- Incorporation of suggestions by Florida Friendly Landscaping (FFL) representatives Samantha Gibson and Kamila Perez, Environmental Specialists, Collier County, for inclusion in the design if appropriate.

#### **VII. PROJECT MANAGER REPORT – Harry Sells**

**Mr. Sells** congratulated Mark Weber on his re-appointment by the Board of County Commissioners (BCC) to the Vanderbilt Beach M.S.T.U. Advisory Committee. The term expires on November 12, 2025, or at such time as the Board re-appoints a successor.

Members welcomed Mr. Weber who expressed his appreciation for the opportunity to contribute to the Advisory Committee.

#### **A. Budget Report for 11/04/2021**

- 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 \$2,560,593.82 is committed; \$156,110.86 is expended.
- Unencumbered Operating Expense funds available are \$2,943,391.22.  
The firm has indicated an initial invoice is pending.
- 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.  
The firm has indicated an initial invoice is pending.
- Florida, Power & Light Purchase Order in the amount of \$162,359.00, covering purchase of materials for Phase IV construction, has been paid.
- Hannula Landscaping Purchase Order for \$127,264.90 funding landscaping and irrigation installation for the refurbishment of Conner Park and the lift station will be processed shortly.
- 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.
- Transfer to Fund 111, Line 39, is for MSTU Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Financial Transfer to the Property Appraiser, Line 40, is fees for services rendered by the department.
- Financial Transfer to the Tax Collector, Line 41, is fees incurred for verification of MSTU tax collections.
- Total Budget Available Balance as of November 4, 2021, is \$3,573,532.87.

*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 September 10, 2021.
- The MOT (Maintenance of Traffic) site plan, required by OSHA (Occupational Safety and Health Administration), is being enforced.
- MasTec's drilling crews encountered difficulty boring the designated area for conduit installation in accordance with the design specifications.
- ABS Contracting, Inc. has executed a sub-contract with MasTec for the task of boring and conduit installation for Florida Power & Light (FPL) and Century Link.

- Four (4) stainless steel conduits to house utility wires, two (2) each for Century Link and Comcast, will be attached to the bridge as restrictions inhibit underground burial of utility lines on waterways with bridge spans over the river.
- MasTec's crew will pull the cable wires through the conduit for FPL and Century Link.
- Stantec on site CEI (Construction, Engineering and Inspection) management submitted a second status/progress report. The firm's services will be ongoing until FPL removes the utility poles.
- Anticipated activation date is July 1, 2022, or earlier.
- The MSTU will install pavers and benches at The Dunes of Naples and The Anchorage post construction.

### **C. Status of Easement from The Anchorage**

#### The Anchorage

**Mr. Sells** executed an agreement with The Anchorage of Naples Condominium Association, Inc. confirming the M.S.T.U. will install two (2) Vista Underground Distribution Switches for the Vanderbilt Utility Burial Phase IV Project in agreed locations, move the power panel which powers the ducts and repair any damage to the property resulting from construction.

#### The Marina Bay Club

The Marina Bay Club agreed to grant two (2) easements to install junction boxes and a transformer.

### **D. 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.
- Tree, shrub, ground cover and sod installation should be completed by Monday, November 8, 2021.
- The irrigation system will be tested Wednesday, November 10, 2021.
- Estimated project completion date is Friday, November 12, 2021.

#### Sidewalk Pavers – Vanderbilt Drive and Bluebill Avenue

- Capital Contractors is the General Contractor overseeing and supervising installation of pavers and ADA compliant transition strips on the Vanderbilt Drive and Bluebill Avenue intersections.
- The engineering of the sidewalk design to guarantee proper drainage and adequate elevations for future modification was done by Capital Contractors.
- The concrete work and paver installation are sub-contracted.
- Sub-contractors have been notified but not scheduled.
- The Right of Way (ROW) permit has been issued.
- Paver material has been received by the contractor.
- Estimated paver installation time is one (1) month from construction mobilization.

### **E. Project Update for the NW Corner VBVR & 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.

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

Estimated start date for the five (5) month project is July 2022.

## **VII. OLD BUSINESS**

### **A. Potential Future Projects as of November 4, 2021**

#### **1. 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.

#### **2. Refurbish Bridge of Channel on Bluebill**

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

*Mr. Sells met with the Director of the Road Maintenance Division July 16, 2021 to review the project. An update has not been received at this time.*

#### **3. 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. The project, discussed with the Director of Road Maintenance at a meeting July 16, 2021, depends on coordination with Road Maintenance and resolution of affiliated issues.

#### **4. Lighted Street Name Signs at Intersections Along Gulf Shore and Vanderbilt Drives**

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

## **VIII. NEW BUSINESS**

**None**

## **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 3:26 P.M.**

**VANDERBILT BEACH MSTU ADVISORY COMMITTEE**

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Bruce Forman, Chairman

The minutes approved by the Board/Committee on \_\_\_\_\_, 2021 “*as submitted*” ☐ or “*as amended*” ☐.

NEXT MEETING DATE:  
DECEMBER 2, 2021  
Claussen Family Center at St. John’s Church  
625 111<sup>th</sup> Avenue  
NAPLES, FL 34108



VANDERBILT MSTU  
FUND 143  
December 2, 2021  
FY22

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total	
1		CUR AD VALOREM TAX		\$ (1,488,600.00)	\$ -	\$ (412,041.91)	\$ (1,076,558.09)	
2		DEL AD VALOREM		\$ -	\$ -	\$ -	\$ -	
3		OVERNIGHT INTEREST		\$ -	\$ -	\$ (157.27)	\$ 157.27	
4		INVESTMENT INTEREST		\$ (22,000.00)	\$ -	\$ (2,075.98)	\$ (19,924.02)	
5		INTEREST TAX COLL.		\$ -	\$ -	\$ -	\$ -	
6		REVENUE STRUCTURE		\$ (1,510,600.00)	\$ -	\$ (414,275.16)	\$ (1,096,324.84)	
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)	\$ -	\$ (414,275.16)	\$ (5,887,920.74)	
15		SURVEYING FEES		\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	
16		INDIRECT COST	Collier County	Indirect Cost	Direct Pay	\$ 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	\$ 50,690.40	\$ 4,429.60	\$ -
			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	\$ 3,511.50	\$ 2,871.50	\$ -
			Harts Electrical	Relocation of Dock service	4500214855	\$ 9,040.00	\$ -	\$ -
			Harts Electrical	Adjust height of inground electrical box	4500215439	\$ 220.00	\$ -	\$ -
			Southern Signal and Lighting	Adjust elevation of inground junction boxes	4500215438	\$ 2,315.00	\$ -	\$ -
19		OTHER CONTRACTUAL		\$ 5,539,195.90	\$ 2,461,751.30	\$ 169,660.10	\$ 2,907,784.50	
20		POST FREIGHT UPS		\$ 100.00	\$ -	\$ -	\$ 100.00	
21		ELECTRICITY	FPL	Electricity	4700004546	\$ 300.00	\$ 287.86	\$ 12.14
22		WATER AND SEWER	Collier County Utility	Water & Sewer	4700004563	\$ 30,000.00	\$ 27,956.69	\$ 2,043.31
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	\$ 2,814.51	\$ 185.49
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
			Premier Staffing	Transcriptionist Serv.	4500214133	\$ -	\$ 2,177.25	\$ 222.75
			Premier Staffing	Transcriptionist Serv. (FY21 invoice)	TBD	\$ -	\$ 222.75	\$ -
30		OTHER MISCELLANEOUS		\$ 2,500.00	\$ 2,400.00	\$ 222.75	\$ (122.75)	
31		OFFICE SUPPLIES		Office Supplies		\$ 300.00	\$ -	\$ 300.00
32		COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500214501	\$ 300.00	\$ 104.60	\$ 9.72
33		MINOR OFFICE EQUIP				\$ 300.00	\$ -	\$ 300.00
34		FERT HERB CHEM	Mar Green Resources	Fertilizer	4500215421	\$ 2,000.00	\$ 477.00	\$ -
35		OTHER OPER SUPPLIES	Home Depot	Marking Paint	VISA	\$ 200.00	\$ -	\$ 13.96
36		OPERATING EXPENSE		\$ 5,669,095.90	\$ 2,564,870.96	\$ 173,668.47	\$ 2,930,556.47	
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	\$ -	\$ 8,490.84	\$ 26,509.16	
42		TRANSFERS		\$ 133,100.00	\$ -	\$ 11,449.19	\$ 121,650.81	
43		TOTAL BUDGET		\$ 6,302,195.90	\$ 2,564,870.96	\$ 185,117.66	\$ 3,552,207.28	

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  
  
2,560,181,524  
2,673,862,805  
2,805,690,115  
2,874,630,743

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  
  
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  
FY 21 0.5000  
Extension 1,444,891

FY 20 0.5000  
1,402,845  
Millage Cap = .5000

Total Available Balance \$ 3,552,207.28  
Plus Committed And Not Spent \$ 2,564,870.96

**Estimated Cash \$ 6,117,078.24**

**Estimated Cash Less  
Uncollected Ad Valorem Taxes \$ 5,040,520.15**

**Actual Cash**

Prepared on 11-23-21

## **Potential Future Project for Discussion As of December 2, 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.