



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

FEBRUARY 3, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair 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 Gabriella R. Miyamoto William Arell Harris (Excused)
Staff:	Harry Sells - Project Manager Michelle Arnold – Director, PTNE (Excused) Rosio Garcia – Administrative Assistant
Others:	Aaron Gross – Ground Zero Landscaping Mike McGee – McGee & Associates, Landscape Architect (Excused) Wendy Warren - Transcriptionist Mike Cantanese - Resident Craig Olson - Resident

III. APPROVAL OF AGENDA

Mr. Weber 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

Ms. Miyamoto moved to approve the minutes of the January 6, 2021, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Sjostrom. Carried unanimously 4 - 0.

V. ELECTION OF OFFICERS – CHAIRMAN AND VICE-CHAIRMAN

Nomination for Chair

Mr. Weber nominated Bruce Forman for the position of Chair of the Vanderbilt Beach M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Miyamoto. Nominations were closed and no others were tendered. Mr. Forman assumed the Chair.

Nominations for Vice-Chair

Mr. Weber nominated William Sjostrom for the position of Vice-Chair of the Vanderbilt Beach M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Miyamoto. Nominations were closed and no others were tendered. Mr. Sjostrom assumed Vice-Chair.

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

Mr. Gross reported:

- Vanderbilt Drive landscaping is in good condition.
- Performed maintenance service on the new landscape installation in Conner Park including pruning of Palms.
- Irrigation was inspected from Vanderbilt Beach Road to 111th Avenue N and breaks repaired.
- The sidewalk south of Flamingo Avenue, torn up by a Public Utilities water line project, will be monitored to prevent damage to MSTU assets.
- Mr. Gross inquired regarding the pruning policy for private property hedges noting the “side” but not the top of the Clusia hedge north of Bayside is pruned during monthly maintenance.

Mr. Sells noted:

- The MSTU shrub height preference is ten (10) feet.
- 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).
- Mr. Sells will touch base with the owner of the specified Clusia hedge to determine if the top of the hedge should be pruned.

VII. VANDERBILT DRIVE REFUBISHMENT – Mike McGee (Excused)

Mr. McGee will present a proposal for the Vanderbilt Drive landscape refurbishment to the Committee at the March 2022 meeting.

Photographs of the Bayshore Beautification MSTU Thomasson Drive landscape project were distributed for review. Mr. McGee recommended the landscaping plan be mimicked to create a uniform, “Signature Look” for Vanderbilt Drive and Naples.

Next Steps

- Finalize landscape drawings and approval of the design.
- Obtain input and secure agreement from residents.
- Prepare Scope of Work (SOW), post on Bid-Sync for quotes, and award contract.
- Installation of landscaping.

Estimated period for project initiation is spring/summer 2023.

VIII. PROJECT MANAGER REPORT – Harry Sells

A. Budget Report for 2/03/2022

Vanderbilt Beach MSTU Fund Budget 143 dated February 3, 2022

- The FY-22 Millage Rate remains constant at 0.5000 mills.
- Current Ad Valorem tax, Line 1, is \$1,488,600.00, an increase of 3% over FY-21.
- Transfers and Contributions, Line 13, in the amount of \$4,791,595.90, is a carry-over of unexpended FY-21 funds (minus a 5% reserve of \$75,600).

- Total Revenue, Line 14, is \$6,302,195.90, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors)
 - Capital Contractors – Paver Sidewalk Installation – invoice pending.
 - Century Link – Engineering Design & Supervision, Phase IV Utility.
 - Ground Zero Landscaping – Grounds & Irrigation Maintenance & Incidentals.
 - Hannula Landscaping – Conner Park Refurbishment & Irrigation – invoice submitted but not processed.
 - MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV. An initial invoice of \$80,000.00 has been submitted.
 - McGee & Associates – Landscape Architecture – work order received.
 - Premier Staffing – Transcription Services.
 - Stantec Consulting – CEI Professional Services, Phase IV Utility – Purchase Order increased to cover costs for extended job hours and additional easements.
 - Site One Landscape Supply – Irrigation Parts & Pumps.
- Purchase Orders to be Closed Out (Contractors):
 - Hart’s Electrical.
 - Florida Power & Light – Materials for Phase IV,
 - Johnson Engineering.
 - Premier Staffing FY21.
 - Q. Grady Minor.
 - Southern Signal and Lighting.
- Red indicates the Purchase Order is closed and the money expended.
- Operating Expense, Line 36, is budgeted at \$5,669,095.90 with current Commitments of \$2,252,716.11, Expenditures of \$494,512.37, and a Budget Remainder (unspent operating funds) of \$2,921,867.42.
- Capital Outlay, Line 38, budgeted at \$500,000.00, is available to fund special projects.
- Transfer to Fund 111, Line 39, in the amount of \$85,000.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Transfer to the Property Appraiser, Line 40, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 41, is for collection of M.S.T.U. millage as part of the tax bill, currently 2.0 mills.
- Total Budget, Line 43, lists FY-22 M.S.T.U. budgeted funds at \$6,302,195.90; with tabulated Commitments of \$2,252,716.11, Expenditures of \$526,258.54, and a Budget Remainder (unspent operating funds) of \$3,523,221.25. The budget amount of \$6,302,195.90 does not change during the fiscal year.

Available funds are sufficient to complete Phase IV construction, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive and the Vanderbilt Drive landscape renovation project.

Landscape Maintenance – Multi-Year Contract

- Ground Zero Landscaping’s contract expires in January 2023.
- An *Invitation to Bid (ITB)* Landscaping Contract request for the Vanderbilt Beach M.S.T.U. will be posted and, in accordance with County practice, awarded to the lowest qualified bidder.

- The three-year contract with two (2) one-year renewal options, is subject to approval by the Board of County Commissioners (BCC).

Mr. Sells will provide a quote for Committee consideration as soon as it is completed and before the November 2022 meeting.

Fiscal Year 2023 Adopted Budget

A preliminary FY-23 budget, effective October 1, 2022, with a millage rate consistent with FY-22 will be presented for member review at the March 2022 meeting.

- A “replacement reserve” in accordance with the Capital Maintenance Plan will be incorporated.
- The millage rate is evaluated annually with consideration of Capital Reserves necessary for future expenses.

Asset Inventory Review & Cost Estimates

The Capital Maintenance Plan FY-21 identifies community assets and defines financial requirements to maintain these assets. The following was noted:

- Asset Management Principles include identifying *Inventory with Determined Quantities Target Dates for Install and Replacement* and *Prepare Schedules for Repair/Replacement with Cost*.
- Asset responsibility and maintenance includes, but is not limited to, landscaping, irrigation, access lighting, monument signs, fencing, buffer walls, and eleven (11) benches.
- Staff is updating the *Asset Inventory* replacement cost projections.
- Estimated annual maintenance projected expense is reflected as “Capital Replacement Reserve” in the FY-22 budget.

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 North America is the contractor for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- ADS 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.
- FPL and Century Link feeder cables and equipment are installed and ready for testing and turnover.
- Temporary schedule date of underground feeder activation is Monday February 7th.
- On completion of feeder activation, laterals will be activated.
- Six conduits were extended into The Dunes. One circuit was split in half to enable conduit to connect to the (2) vista junction boxes, one for each of three (3) buildings. Pulling cable will take three (3) days.
- Vista vaults are in the ground; conduit is installed to pull cable fiber.
- The design for installation of stainless-steel conduit for Century Link and Comcast on the bridge was modified to two (2) brackets and two (2) conduits.

- A Right of Way (ROW) permit will be issued to reflect the design alteration for the Cocohatchee Bridge cable installation. The bridge construction, a “stand alone” operation, will not affect progress of other aspects of the Phase IV project.
- The new water line installation is complete.
- An irrigation line in the ROW at The Anchorage, severed during installation of the water line, required repair.
- Stantec’s services will be ongoing until FPL removes the utility poles, and the project is complete.
- The MSTU will install pavers and benches at The Dunes of Naples, The Anchorage and Marina Bay post construction.
- The target completion date, including FPL pole removal, is July 2022.

C. 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.

D. Paver Crosswalks North

Brick paver crosswalks and ADA compliant transition strips, in colors consistent with the Vanderbilt Drive and Bluebill Avenue intersections, will be installed on Vanderbilt Drive at The Anchorage, The Dunes of Naples, Marina Bay and the Regatta of Naples.

Request for Quote (RFQ) and Contract award are estimated by November 2022. Point of entry location for pavers require installation in two (2) phases to enable movement of traffic. Stored paver inventory from crosswalks already installed will be utilized.

The Committee suggested the west side of Vanderbilt Drive, south end, be included in the paver project for continuity.

E. Conner Park Ribbon Cutting Ceremony

An event is tentatively scheduled for February 25th at 11 a.m. to celebrate the landscape renovation of Conner Park. A tent will be erected at the site and invitations extended to the media and residents. Guest speakers will make presentations.

Mr. Sells will confirm the date and program plan to the Committee.

IX. OLD BUSINESS

A. Potential Future Projects as of February 3, 2022

1. Landscape Renovation of the NW Corner of Vanderbilt Beach Rd. & Vanderbilt Dr.

This item will be moved to current projects.

2. Refurbishment of Vanderbilt Drive Landscape

This item will be moved to current projects.

3. Paver Crosswalks

This item will be moved to current projects.

4. Celebratory Bench for Charlie Arthur

This item will be moved to current projects.

5. Refurbish Bridge of Channel on Bluebill

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

Jerry Kurtz, Director, Road Maintenance Division, noted:

- The County is investigating whether the State or County own the bridge.
- Confirmation that the bridge is painted is pending.

Mr. Sells suggests pressure washing the bridge prior to evaluating improvements.

6. 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.

Mr. Sells will discuss the project with the County's Capital Project Planning Division and update the Committee at a future meeting.

7. Install 8" reuse water line from US41 to Conner Park.

Vanderbilt Drive's current annual water bill is around \$37,000.00. Conner Park's annual water bill is around \$27,000.00 per year. Investigate financial benefit to underwrite the installation cost of a reuse water line from US41 to Conner Park.

In response to an inquiry from the public, members introduced the possibility of beautifying the area in the County ROW between the bridge on Bluebill Avenue and Gulf Shore Drive. Mr. Sells noted Vanderbilt Towers maintains the north side of area referenced. Project consideration would encompass the south side. The item will be considered for discussion at a future meeting.

X. NEW BUSINESS

None

XI. PUBLIC COMMENTS

Mike Catanese, President, The Anchorage Condominium Association and Craig Olsen, requested the MSTU repair damage to the Associations irrigation line and other common elements, resulting from a water line break during Vanderbilt Beach MSTU Phase IV construction. He noted concessions made to the MSTU to facilitate Phase IV construction and the Associations contribution to ROW maintenance for the past forty (40) years.

Staff reported the MSTU has (or will) repair the damage caused during construction. Public Utilities and/or their contractors, should be consulted regarding repair requests to condominium assets resulting from the water line break.

Mr. Sells will provide Mr. Catanese the contact information for the entity with whom to file a request for repairs to the assets.

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:47 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE



Bruce Forman, Chairman

The minutes approved by the Board/Committee on March 3, 2022 "as submitted" [] or "as amended" [].

NEXT MEETING DATE:
MARCH 3, 2022
Claussen Family Center at St. John's Church
625 111th Avenue
NAPLES, FL 34108