



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

APRIL 7, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 1:58 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 (Excused)
Rosio Garcia – Operations Coordinator

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

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Mr. Harris moved to approve the minutes of the March 3, 2022, 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:

- Community landscaping is in good condition.
- Fertilizer was applied.
- An irrigation wet check was performed; no valve breaks were reported.

VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee

Project consists of landscape refurbishment on Vanderbilt Drive, NW Corner of VBR and VB Drive at The Regatta, The Anchorage, The Dunes of Naples, Marina Bay, installation of six (6) paver Crosswalks and the Charlie Arthur Bench.

Vanderbilt Drive Landscape Refurbishment

Mr. McGee presented photographs demonstrating current landscape conditions on Vanderbilt Drive.

- McGee & Associates will create a design which is environmentally conscious.
- Sight line visibility must comply with the FDOT requirements of shrub height eighteen (18) inches and tree canopy foliage eight and one-half (8-1/2) feet from the ground.
- Erosion is evident from roadway water run-off seeping under the asphalt.
- Debris accumulation in swales and storm drains should be minimized.
- Sod installation requires fertilizer and irrigation.
- A walkable ground cover such as Perennial Peanut could be considered in lieu of sod.

The Committee discussed:

- The MSTU maintains the landscape from the roadway to the sidewalk.
- Residential property lines are eighteen (18) feet from the edge of the pavement.
- MSTU maintenance policy responsibility stops at the ROW line.
- The entity responsible for the stormwater drainage system (Road Maintenance Division) will be consulted to determine if steps to alleviate debris accumulation, such as grates or screening, can be undertaken.
- Two (2) Eureka Palms should be reviewed for removal.

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.

The project is anticipated to initiate in the spring/summer 2023.

Vanderbilt Beach Road and Vanderbilt Drive at The Regatta Project

The final landscape and paver crosswalk 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:

- Amend the Work Order to include an elevation survey for the paver cross walks.
- Obtain County approvals and Right of Way (ROW) permits.
- Request cost quotes (RFQ) for the landscape and paver project.
- Estimated start date for the five (5) month project is July 2022.

The Anchorage, The Dunes of Naples, and Marina Bay Landscaping and Paver Crosswalks

Landscape planting to replace material damaged during Phase IV construction will be undertaken upon completion of light pole removal by Florida Power & Light (FPL). Three (3) Paver crosswalks and the Charles Arthur bench will be installed post construction.

VII. PROJECT MANAGER REPORT – Harry Sells

A. FY 22 Budget Report (as of 4/07/2022)

Vanderbilt Beach MSTU Fund Budget 143 dated April 7, 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)
 - Century Link – Engineering Design & Supervision, Phase IV Utility.
 - Ground Zero Landscaping – Grounds & Irrigation Maintenance & Incidentals.
 - Hannula Landscaping – Conner Park Refurbishment & Irrigation – project complete; invoice processed for \$126,604.90.
 - Hart’s Electrical – Relocation of Dock service
 - MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
 - McGee & Associates – Landscape Architecture – Refurbishment of Vanderbilt Drive and miscellaneous projects.
 - Premier Staffing – Transcription Services.
 - Stantec Consulting – CEI Professional Services, Phase IV Utility.
 - Site One Landscape Supply – Irrigation Parts & Pumps.
- Purchase Orders Closed Out indicated in red: (Contractors)
 - Capital Contractors – Paver Sidewalks
 - Florida Power & Light – Materials for Phase IV,
 - Hart’s Electrical – Electrical Maintenance.
 - Johnson Engineering, Inc. – Engineering Services.
 - Premier Staffing FY-21 – Transcription Services.
 - Q. Grady Minor – Engineering Survey
 - REP Services, Inc – Bench Replacement.
 - Southern Signal and Lighting – Adjust Elevation of Inground Boxes.
- Operating Expense, Line 36, is budgeted at \$5,669,095.90 with current Commitments of \$2,087,593.49, Expenditures of \$749,098.12, and a Budget Remainder (unspent operating funds) of \$2,832,404.29.
- 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 0.5000 mills.
- Total Budget, Line 43, lists FY-22 M.S.T.U. budgeted funds at \$6,302,195.90; with tabulated Commitments of \$2,087,593.49, Expenditures of \$718,213.02, and a Budget Remainder (unspent operating funds) of \$3,432,389.39. 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 February 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.

Mr. Sells will provide a quote for Committee consideration before the November 2022 meeting.

B. Proposed FY 23 Budget

A preliminary FY-23 budget, effective October 1, 2022, with a millage rate consistent with FY-22 was presented for informational purposes.

- Total Estimated Revenue, Line 14, is \$4,907,879.00, including Ad Valorem Tax revenue, Investment Interest, and estimated Transfers and Contributions, Line 10, in the amount of \$3,400,000.00, a carry-over of unexpended FY-22 funds, (minus a 5% reserve).
- Capital Outlay, Line 38, remains consistent with FY-22 at \$500,000.00.
- Operating Expense, estimated at \$4,407,879.00, reflects cost of Phase IV construction.

Millage Rate

The M.S.T.U. is provided two options for the millage rate, currently assessed at 0.5000, as follows:

- Lower the current millage rate to establish a Revenue Neutral Policy, maintaining the FY-22 income level.
- Maintain the current millage rate providing opportunity to fund future projects.

Mr. Harris motioned to maintain the current millage rate of 0.5000 for Fiscal Year 23. Second by Mr. Weber. Carried unanimously 5 – 0.

Asset Inventory Review & Cost Estimates

The Vanderbilt Beach MSTU Capital Maintenance Plan FY-23 identifies community assets and defines financial requirements to maintain the 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, two (2) monument signs, fencing, buffer walls, and eleven (11) benches.
- The *Asset Inventory* FY-23 annual maintenance cost projections are \$90,350.00.
- A “Capital Replacement Reserve” of \$134,970.00 will be reflected in the FY-23 budget.
- Projections are revised, based on actual expenditures, or cost quotes submitted by contractors.
- Annual inflation is incorporated into the long-term estimates.
- The data is provided to the Office of Budget Management (OMB) to assist with budget planning.

C. Phase IV Utility Burial Status

a. MasTec Change Order

- 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.
- MasTec submitted a *Work Change Order* for required changes discovered during construction due to physical Right of Way (ROW) constraints.
- The *Change of Order Request* includes the addition of time by one-hundred seven (107) days and cost by \$124,919.50 for increases to seven (7) items and the addition of one (1) item not previously on the contract.
- The revised completion date is September 1, 2022.
- The Change Order request is on the Board of County Commissioner (BCC) Agenda for April 26, 2022.

Vice Chair Sjostrom motioned to approve MasTec North America, Inc.'s Change Order/Amendment to Contract #20-7791, dated March 21, 2022, in the amount of \$124,919.50 for changes discovered during construction. Second by Ms. Miyamoto. Carried unanimously 5-0.

D. Conner Park Ribbon Cutting Ceremony – March 23, 2022

A ribbon cutting ceremony was held for the **Conner Park Refurbishment Project** on Wednesday, March 23rd.

Speakers included Deputy County Manager Amy Peterson; Transportation Management Services Department Head Trinity Scott; Public Transit and Neighborhood Enhancement Division Director Michelle Arnold, Public Services Department Head Tanya Williams and Vanderbilt Beach Beautification M.S.T.U. Advisory Committee Member Gabriela Miyamoto.

The project includes new sidewalks, signs, a decorative fence along the canal bank, a hedge that screens residential properties, and a decorative wall that screens the lift station as well as new irrigation and landscape.

VIII. OLD BUSINESS

A. Potential Future Projects as of April 7, 2022

1. Refurbish Bridge of Channel on Bluebill

The Committee suggested cleaning the waterway bridge and researching the feasibility of installing veneer stone on the structure.

Mr. Sells reported the Road Maintenance Division noted cleaning and/or painting of the structure will be considered if necessary. Painting the bridge requires a Right of Way (ROW) permit and would be undertaken if the structure was previously painted.

The M.S.T.U. will consider pressure washing the bridge if the task is supported by the Road Maintenance Division.

2. 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 at a meeting July 16, 2021.

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

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

Vanderbilt Drive's current annual water bill is approximately \$35,000.00 and Conner Park's approximately \$30,000.00 per year. Investigating to determine if underwriting the cost of a water line installation from US 41 to Conner Park makes financial sense. One potential quote placed the cost at \$550,000.00 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management has not agreed to allow this as of March 3, 2022.

4. SE corner (right of way) of Gulf Shore Drive and Bluebill.

Clean up area between Gulf Shore Drive and Vanderbilt waterway. Prune trees, general cleanup.

Mr. Sells will Request a Quote for landscape maintenance of the area for presentation to the Committee at a future meeting.

5. Greenway Path North

A ten (10) foot bike and pedestrian path north of the Dunes of Naples entrance to cannot be navigated at high tide or during extreme rain events. The Committee directed Staff to investigate elevating the grade of the pathway one (1) foot and installing an asphalt surface.

Mr. Sells will determine the necessity of a Right of Way (ROW) permit and solicit cost quotes.

IX. NEW BUSINESS

A. Next Meeting

The Committee agreed meetings will not be held in June, July, and August 2022.

A Special Meeting will be scheduled if business necessitates.

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 3:37 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

John Mills Myanick (in place of
Bruce Forman, Chairman *Bruce Forman*)

The minutes approved by the Board/Committee on *5 May*, 2022 "as submitted" [] or "as amended" [].

NEXT MEETING DATE:

MAY 5, 2022

Claussen Family Center at St. John's Church
625 111th Avenue
NAPLES, FL 34108