

Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

MARCH 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 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 (Excused)
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

Ms. Miyamoto moved to approve the minutes of the February 3, 2022, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Vice Chair Sjostrom. Carried unanimously 5 - 0.

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

Mr. Gross reported:

- Conner Park landscaping is doing well; maintenance was performed.
- Lack of rain, an aging irrigation system and heat from the roadway asphalt, pose difficulty curing dry spots in the turf.
- Lower fronds and seed pods were pruned from the Palm trees.
- One damaged Plumbago plant and a section of defoliating hedge will be removed.
- Ficus shrubs and Firebush plants will be monitored for Whiteflies and Aphids early spring and sprayed if necessary.
- Fertilizer has been ordered and application will be scheduled for April.

VI. VANDERBILT DRIVE REFUBISHMENT – Mike McGee (Excused)

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

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.

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:

- Prepare a Scope of Work.
- 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. Budget Report for 3/03/2022

Vanderbilt Beach MSTU Fund Budget 143 dated March 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 – \$236,524.23 expended; purchase order balance \$11,301.12.
 - Century Link – Engineering Design & Supervision, Phase IV Utility.
 - Ground Zero Landscaping – Grounds & Irrigation Maintenance & Incidentals.

- Hannula Landscaping – Conner Park Refurbishment & Irrigation – invoice processed for \$126,604.90; purchase order balance \$9,660.00.
- 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 – \$100,460.00 invoiced; purchase order remaining balance \$118,301.25.
- Site One Landscape Supply – Irrigation Parts & Pumps.
- Purchase Orders Closed Out (Contractors):
 - Hart’s Electrical.
 - Florida Power & Light – Materials for Phase IV,
 - Premier Staffing FY21.
 - 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 \$2,147,204.81, Expenditures of \$686,950.65, and a Budget Remainder (unspent operating funds) of \$2,834,940.44.
- 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 \$2,147,204.81, Expenditures of \$718,696.82, and a Budget Remainder (unspent operating funds) of \$3,436,294.27. 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.

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

B. Proposed Fiscal Year 2023 Budget

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

- Total Revenue, Line 14, is \$4,907,879.00, including Ad Valorem tax revenue, investment interest, transfers, and contributions (minus a 5% reserve).
- Operating Expense, estimated at \$4,407,879.00, reflects cost of Phase IV construction.
- The Committee will evaluate the Millage Rate with consideration for current and future expenses and adopt a “Millage Neutral” or “Revenue Neutral” policy.

Asset Inventory Review & Cost Estimates

The Vanderbilt Beach MSTU Capital Maintenance Plan FY-23 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, 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.

C. 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.
- Vista vaults are in the ground; conduit is installed to pull cable fiber.
- All except two (2) pieces of conduit are installed.
- Six (6) 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.
- The last twenty (20) feet of conduit is scheduled to be cut into The Dunes March 7th.
- Conduit for The Anchorage and Marina Bay will be cut in following The Dunes installation.
- 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.
- Documentation reflecting the design alteration for the Cocohatchee Bridge cable installation, required to obtain A Right of Way (ROW) permit, is pending. The bridge construction, a “stand alone” operation, will not affect progress of other aspects of the Phase IV project.
- Stantec’s services will be ongoing until FPL removes the utility poles, and the project is complete.
- The target completion date, including FPL pole removal, is July 2022.

Florida Power & Light Power Line Failure

A power line between Egret Avenue and the north side of Bluebill Avenue failed. An area south of Flamingo Avenue has been excavated to cut and replace the conduit and pull cable to repair the line.

Mr. Sells will provide a project status update at a future meeting.

D. Conner Park Ribbon Cutting Ceremony

An event is scheduled for March 23rd at 11 a.m. to celebrate the landscape renovation of Conner Park. The tentative Agenda highlighted the sequence of events and guest speakers.

- A tent will be erected at the site.
- Connie Dean sent event invitations to residents, public guests, and the media.
- A “ribbon cutting” may be incorporated into the program.

The Committee suggested the Vanderbilt Beach Residents Association (VBRA) members and Charles Arthur, former Chairman of the Vanderbilt Beach M.S.T.U., be included in the list of invitees.

VIII. OLD BUSINESS

A. Potential Future Projects as of March 3, 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 were painted previously.

The MSTU 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 Avenue. Clean up area between Gulf Shore Drive and Vanderbilt waterway. Prune trees, general cleanup. Photos of the County property were circulated, and members expressed their interest in beautifying the area.

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

IX. NEW BUSINESS

None

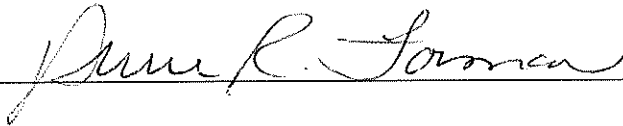
X. PUBLIC COMMENTS

None

XI. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:30 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE



Bruce Forman, Chairman

The minutes approved by the Board/Committee on April 7, 2022 "as submitted" [] or "as amended" [].

NEXT MEETING DATE:

APRIL 7, 2022

Claussen Family Center at St. John's Church

625 111th Avenue

NAPLES, FL 34108