





Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

SEPTEMBER 1, 2022, 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 – May 5, 2022

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

VI. Vanderbilt Drive Refurbishment - Mike McGee

Project consists of Vanderbilt Drive Landscape, six paver Crosswalks, Charlie Arthur Bench, and NW Corner of VBR & VB Drive Landscape

VII. Project Manager Report Harry Sells

- A. FY 22 Budget report May 2022
- B. Phase IV Utility Burial Status
- C. Charlie Arthur Bench Status
- D. Proposed new contract for Landscape Maintenance with Ground Zero \$55,350.50

VIII. Old Business

- A. Potential future projects

IX. New Business

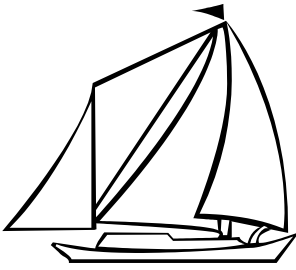
X. Public Comment

XI. Adjourn

NEXT MEETING DATE

OCTOBER 6, 2022 - 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

MAY 5, 2022

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Miyamoto called the meeting to order at 2:00 P.M. A quorum of three was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chairman (Excused) William Sjostrom – Vice Chair (Excused) 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 Wendy Warren - Transcriptionist

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 Mr. Weber. Carried unanimously 3 - 0.

IV. APPROVAL OF MINUTES

Mr. Harris moved to approve the minutes of the April 7, 2022, Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Weber. Carried unanimously 3 - 0.

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

Mr. Gross reported:

- Community and Conner Park landscaping are in good condition.
- Turf brown spots were cured by recent rainfall.
- Hannula Landscaping watered a wilting Bismarck Palm in Conner Park. Tree health will be monitored.
- An irrigation lateral break was repaired.

Irrigation System

- Irrigation zones are fluctuating.
- Testing over thirty (30) days indicates the flow meter monitoring water usage is defective or the water pressure is fluctuating a lot.

- Ground Zero Landscaping will install a spare flow meter provided by Staff.
- Water (public) pressure will be investigated if installation of new flow meter does not cure the issue.

Fox Tail Palms South Side of Bluebill

Mr. Sells noted installation of four (4) Fox Tail Palms on the south side of Bluebill Avenue by Conner Park to replicate the palms on the north side is under consideration.

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

McGee & Associates is creating a conceptual, environmentally conscious design for presentation to the Committee.

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 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:

- 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 fall 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.

An amendment to McGee and Associates Work Order to include an elevation survey for the paver cross walks at The Regatta of Naples and Landscape and Paver Crosswalk designs for The Anchorage, The Dunes of Naples, and Marina Bay is pending.

VII. PROJECT MANAGER REPORT – Harry Sells

A. FY 22 Budget Report

Vanderbilt Beach MSTU Fund Budget 143 dated May 5, 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 –
 - Incidentals is for landscape refurbishment and miscellaneous.
 - Ground Maintenance includes Conner Park and irrigation repairs.
 - 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.
 - Hannula Landscaping – Conner Park Refurbishment & Irrigation.
 - 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 \$2,071,585.64, Expenditures of \$755,996.77, and a Budget Remainder (unspent operating funds) of \$2,841,513.49.
- Capital Outlay, Line 38, budgeted at \$500,000.00, is for current fiscal year long term projects, consistent with the M.S.T.U. ordinance and upon a motion from the Advisory Committee.
- 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, in the amount of \$13,100.00 is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 41, in the amount of \$35,000.00 is for collection of M.S.T.U. millage as part of the annual County 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 (total unspent funds) of \$3,432,389.39. The budget amount of \$6,302,195.90 does not change during the fiscal year.

** Mr. Sells noted an invoice in the \$400,000.00 range received from MasTec North America is not recorded in the May 2022 budget.*

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 by the November 2022 meeting.

B. Phase IV Utility Burial Status

1. 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’s *Work Change Order Request Amendment to Contract #20-7791*, for changes discovered during construction, was approved by the Board of County Commissioners (BCC) on April 26, 2022.
- The *Work Change Order Request* in the amount of \$124,919.50 will be reflected in the budget on signature execution by the BCC.
- The revised project completion date is September 1, 2022.

2. Cocohatchee Bridge

- 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 is required to reflect the design alteration for the cable installation.
- The bridge construction, a “stand alone” operation, will not affect progress of other aspects of the Phase IV project.

3. Underground System Activation

A “switching order” for Phase IV construction to energize the underground electrical system and de-energize the overhead system has been requested from Florida Power & Light (FPL).

FPL anticipates electric system conversion to begin in early June. The two-week process should be completed by July 1st. Light poles will be removed once electrical service conversion is complete.

VIII. OLD BUSINESS

A. Potential Future Projects

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.

Mr. Sells will suggest Ms. Arnold request approval from the Road Maintenance Division to power wash the bridge.

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 and Conner Park's approximately \$30,000 per year. Investigation should occur to determine if underwriting the cost of the water line installation from US 41 to Conner Park is financially feasible. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management has not agreed to allow this as of May 5, 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.

Quotes for landscape maintenance of the area are due May 6, 2022.

5. Greenway Multi-Use Path North of Bluebill on Vanderbilt Drive

A ten (10) foot bike and pedestrian path north of the Dunes of Naples entrance 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 and curb.

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

IX. NEW BUSINESS

A. Benches

- Benches will be installed on the pads in Conner Park.
- The bench pad at the Moraya Bay Beach Tower will be raised, resurfaced with pavers and the bench reinstalled.

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 3:01 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2022 “*as submitted*” [] or “*as amended*” [].

NEXT MEETING DATE:
SEPTEMBER 1, 2022
Claussen Family Center at St. John’s Church
625 111th Avenue
NAPLES, FL 34108

VANDERBILT BEACH MSTU
FUND 143
September 1, 2022
FY22

	Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1		CUR AD VALOREM TAX		\$ (1,488,600.00)	\$ -	\$ (1,423,309.13)	\$ (65,290.87)
2		DEL AD VALOREM		\$ -	\$ -	\$ (12,046.50)	\$ 12,046.50
3		OVERNIGHT INTEREST		\$ -	\$ -	\$ (5,010.80)	\$ 5,010.80
4		INVESTMENT INTEREST		\$ (22,000.00)	\$ -	\$ (20,907.22)	\$ (1,092.78)
5		INTEREST TAX COLL		\$ -	\$ -	\$ (108.63)	\$ 108.63
6		REVENUE STRUCTURE		\$ (1,510,600.00)	\$ -	\$ (1,461,382.28)	\$ (49,217.72)
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)	\$ -	\$ (1,461,382.28)	\$ (4,840,813.62)
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	Real Property - The Dunes Bench	Direct Pay	\$ 1,000.00	\$ 102.00
18		LANDSCAPE INCIDENTALS	Ground Zero Landscaping Serv	Landscape Incidentals	4500213683	\$ 60,000.00	\$ 28,230.38
			Century Link	Engineering Design & Supervision	4500197394	\$ 8,000.00	\$ -
			Ground Zero Landscaping Serv.	Ground Maintenance	4500213683	\$ 9,623.40	\$ 45,496.60
			Stantec Consulting	CEI Prof. Services	4500208896	\$ 195,683.50	\$ 123,543.75
			Mastec North America	Bury & Activate overhead utilities	4500210804	\$ 1,435,847.16	\$ 454,941.74
			Harts Electrical	Relocation of Dock service	4500214855	\$ 538.26	\$ 10,851.74
			McGee & Associates	Landscape Arch. Serv.	4500216419	\$ 10,775.00	\$ -
			McGee & Associates	Landscape Arch. Serv.	4500217997	\$ 23,000.00	\$ -
			Gilbert Anuez Inc/Accurate Pave	Replace Bench & Pavers	TBD	\$ 2,930.16	\$ -
			Hannula Landscaping	Install Irrigation at Bluebill/Vanderbilt Dr.	4500211928	\$ -	\$ 126,604.90
			Johnson Engineering Inc.	Engineering Services	4500209492	\$ -	\$ -
			Capital Contractors	Install Paver Sidewalk	4500210389	\$ -	\$ 247,825.35
			Q. Grady Minor	Engineering Survey	4500213265	\$ -	\$ 5,125.00
			Florida Power & Light	Materials for Phase IV	4500210839	\$ -	\$ 162,359.00
			Harts Electrical	Adjust height of inground electrical box	4500215439	\$ -	\$ 200.00
			Southern Signal and Lighting	Adjust elevation of inground junction boxes	4500215438	\$ -	\$ 2,314.05
			REP Services Inc	Replace Defective Benches at Conner PK	VISA	\$ -	\$ 2,998.90
			Gilbert Anuez Inc/Accurate Pave	Install two park benches	4500217981	\$ -	\$ 2,930.52
			The Davey Tree	Prune/Remove Sabal Palm	4500218368	\$ -	\$ 2,700.00
19		OTHER CONTRACTUAL		\$ 5,539,195.90	\$ 1,686,397.48	\$ 1,187,891.55	\$ 2,664,906.87
20		POST FREIGHT UPS		\$ 100.00	\$ -	\$ -	\$ 100.00
21		ELECTRICITY	FPL	Electricity	4700004546	\$ 300.00	\$ 140.87
22		WATER AND SEWER	Collier County Utility	Water & Sewer	4700004563	\$ 30,000.00	\$ 2,536.04
23		RENT BUILDINGS	St. John the Evangelist	Meeting Room Rental	4500213101	\$ -	\$ 700.00
24		RENT EQUIPMENT				\$ 300.00	\$ -
25		INSURANCE GENERAL	Collier County	Insurance General		\$ 800.00	\$ -
			SiteOne	Irrigation Parts	4502114479	\$ 821.82	\$ 2,178.18
			Hydropoint Data	Irrigation Controllers Support Renewal	VISA	\$ -	\$ 430.08
26		SPRINKLER SYSTEM MAIN		\$ 5,000.00	\$ 821.82	\$ 2,608.26	\$ 1,569.92
27		MULCH		\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
28		LICENCES AND PERMITS	Collier County	ROW Permit Extension	VISA	\$ 1,000.00	\$ -
29		CLERKS RECORDING FEES		\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
			Premier Staffing	Transcriptionist Serv.	4500214133	\$ 573.45	\$ 1,826.55
			Premier Staffing	Transcriptionist Serv. (FY21 invoice)	4500215548	\$ -	\$ 222.75
30		OTHER MISCELLANEOUS		\$ 2,500.00	\$ 573.45	\$ 2,049.30	\$ (122.75)
31		OFFICE SUPPLIES		\$ 300.00	\$ -	\$ -	\$ 300.00
32		COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500214501	\$ 300.00	\$ 50.44
33		MINOR OFFICE EQUIP		\$ 300.00	\$ -	\$ -	\$ 300.00
			Mar Green Resources	Fertilizer	4500215421	\$ -	\$ 477.00
			Howard Fertilizer	Fertilizer	VISA	\$ -	\$ 1,486.80
34		FERT HERB CHEM		\$ 2,000.00	\$ -	\$ 1,963.80	\$ 36.20
35		OTHER OPER SUPPLIES	Home Depot/Amazon/Naples Aw	Marking Paint/Stretch Wrap	VISA	\$ 200.00	\$ -
36		OPERATING EXPENSE		\$ 5,669,095.90	\$ 1,719,450.48	\$ 1,266,201.16	\$ 2,683,444.26
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	\$ -	\$ 11,833.41	\$ 1,266.59
41		Budget Trans from Tax Collector		\$ 35,000.00	\$ -	\$ 28,957.11	\$ 6,042.89
42		TRANSFERS		\$ 133,100.00	\$ -	\$ 125,790.52	\$ 7,309.48
43		TOTAL BUDGET		\$ 6,302,195.90	\$ 1,719,450.48	\$ 1,391,991.68	\$ 3,190,753.74

2,068,487,415	FY 10 Final Taxable Value
2,005,897,752	FY 11 Final Taxable Value
1,910,384,837	FY 12 Final Taxable Value
1,904,053,751	FY 13 July 1 Taxable Value
1,945,640,639	FY 14 July 1 Taxable Value
2,044,186,286	FY 15 July 1 Taxable Value
2,195,715,846	FY 16 July 1 Taxable Value
2,386,578,106	FY 17 July 1 Taxable Value
2,560,181,524	FY 18 July 1 Taxable Value
2,673,862,805	FY 19 July 1 Taxable Value
2,805,890,115	FY 20 July 1 Taxable Value
2,874,630,743	FY 21 July 1 Taxable Value
3.00%	Adj. 20 to 21
FY 21	FY 20
0.5000	0.5000
Millage	Millage Cap = .5000
Extension	1,444,891
	1,402,845

Total Available Balance \$ 3,190,753.74
Plus Committed And Not Spent \$ 1,719,450.48

Estimated Cash \$ 4,910,204.22

**Estimated Cash Less
Uncollected Ad Valorem Taxes \$ 4,844,913.35**

Actual Cash

Prepared on 4-25-22

Potential Future Project for Discussion As of Sept 1, 2022

1. **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.

2. **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.

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

Vanderbilt Drive has currently annual water bills of around \$35,000 and Conner Park has current water bills of around \$30,000 per year. This is an investigation to see if it makes financial sense to underwrite the cost of the actual water line. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management hasn't agreed to allow this as of this writing.

4. **SE corner (right of way) of Gulf Shore Drive and Bluebill.** Clean up area between Gulf Shore and Vanderbilt waterway. Prune trees, general cleanup. **Complete 8/1/2022**

5. **Greenway Multi-use path North of Bluebill on Vanderbilt Drive.** Pathway at the north end of the Dunes and a couple hundred feet north of the Dunes is low and floods regularly. Investigate lifting pathway.