



Vanderbilt Beach M.S.T.U.

Advisory Committee

3299 East Tamiami Trail Suite 103

Naples, FL 34112

MINUTES

JANUARY 5, 2017

- I. CALL TO ORDER:** Mr. Sjostrom Vice Chairman, called the meeting to order at 2:02 P.M.
- II. ATTENDANCE**
- | | |
|---------------------|---|
| Advisory Committee: | Bruce Forman – Chairman
William Sjostrom – Vice Chair
Mark Weber
Gabriella R. Miyamoto
William Arell Harris |
| Staff: | Harry Sells, Project Manager |
| Others: | Gary Gorden, Commercial Land Maintenance
Wendy Warren – Juristaff |
- III. APPROVAL OF AGENDA**
- Mr. Sjostrom moved to approve the Agenda subject to the following change:
Add: Item VIII. - New Business, A. Future Projects
Second by Mr. Weber. Carried unanimously 5 - 0.*
- IV. APPROVAL OF MINUTES NOVEMBER 3, 2016**
- Mr. Weber moved to approve the minutes of the November 3, 2016 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Forman. Carried unanimously 5 - 0.*
- V. WELCOME TO BILL SJOSTROM AND WILLIAM HARRIS – NEWLY APPOINTED MEMBERS**
- Mr. Sells** reported the Board of County Commissioners (BCC) reappointed **William Sjostrom** to the Vanderbilt Beach M.S.T.U. Beautification Advisory Committee on November 15, 2016 for a term expiring November 13, 2020.
- William Harris** was appointed to the Vanderbilt Beach Beautification M.S.T.U. Advisory Committee by the Board of County Commissioners (BCC) on December 13, 2016 with a term expiring on November 13, 2020.
- The Committee congratulated **Mr. Sjostrom** and **Mr. Harris** on their appointments and requested **Mr. Harris** share background information with the Committee.

Mr. Harris noted he is General Manager for The Dunes and serves on ten community association boards. He is looking forward to contributing to the Vanderbilt Beach M.S.T.U. Advisory Committee.

VI. ELECTION OF OFFICERS

Mr. Sells advised the Board a motion was in order for selection of officers for 2017.

Ms. Miyamoto moved to recommend the appointment of Bruce Forman as Chairman and William Sjostrom as Vice Chair for the Vanderbilt Beach M.S.T.U. Advisory Committee for 2017. Second by Mr. Weber. Carried unanimously 5 - 0.

VII. LANDSCAPE REPORT – GARY GORDEN, COMMERCIAL LAND MAINTENANCE

Mr. Gorden, Commercial Land Maintenance, reported on maintenance noting:

- Landscaping maintenance has been performed as scheduled.
- The Areca Palms overhanging the sidewalk in the area between Seagull Avenue and Germain Avenue will be pruned as suggested by the Committee. **Mr. Sells** instructed **Mr. Gorden** to cut the trunks of the Areca Palms at the bottom to prevent vegetation from infringing on the sidewalk.
- Operating procedure for trimming of hedges and documentation of private residences with hedges on Vanderbilt Drive was requested. **Mr. Sells** will forward the document “Operating Procedures Vanderbilt Drive MSTU Landscape Maintenance on Vanderbilt Drive”.

VIII. PROJECT MANAGER’S REPORT – HARRY SELLS

A. BUDGET REPORT for 1/5/2017

Mr. Sells provided an overview on the “Vanderbilt MSTU Budget Report on Fund 143” FY17 dated January 5, 2017 highlighting:

- \$627,889 of the FY17 property tax revenue budget of \$1,192,800 has been collected.
- Carry Forward Funds of \$252,959 bringing Total Revenue to \$487,759.
- Current Operating Expense commitments total \$1,152,214 and 2017 YTD expenditures total \$332,708.
- Uncommitted Operating Expense funds available are \$1,362,183.42.
- The Hart’s Electric purchase order of \$13,220 is for utility conversion for three residences and two commercial customers not covered in Mastec’s contract.
- The ElectriCom installation for the Century Link network will be invoiced post completion date of January 16, 2017.
- The cost for removal of the electric poles is not reflected in the budget.
- Estimated cash balance totals \$2,629,683; Actual Cash balance totals \$2,805,000.

B. GENERAL STATUS OF BURIAL PROJECT

Mr. Sells updated the Committee on construction Phases II and III noting:

- CWSI (Comcast) was completed October 28, 2016 and service has gone live.
- Electrical Conversion
 - A Switching Order for Florida Power & Light to activate power has been written but not released by FPL.

- Engineer prints detailing location and depth of the conduit required by Florida Power & Light to activate the Switching Order were submitted on January 4, 2017.
- Two Phase I Vista switches (at the north end of Gulf Shore Drive and the south end by Moraya Bay Beach Tower) will be installed and activated on release of the Switching Order.
- On release of the switching order, MASTEC will mobilize.
- Staff estimates time to activate the entire network will be thirty days and does not anticipate significant power outages during the conversion period.

Mr. Sells will email the Committee an update on the status of the Switching Order.

C. CENTURY LINK NETWORK BY ELECTRICOM

The Century Link network installation by Electricom is estimated to be complete the week ending January 16, 2017. All aerial cables are disabled and will be removed on installation completion.

Mr. Sells will inspect the network installation on completion prior to removal of the cables.

D. PHASE IV STATUS

Mr. Sells recapped the status of Phase IV Construction from Bluebill Avenue north to Wiggins Pass Road. The MSTU’s project is “on hold” pending notification of start and completion dates for the Vanderbilt Drive Pathway Project.

During Committee discussion the following was noted:

- MSTU construction for Phase IV should follow behind the County project.
- The MSTU should consider allowing Florida Power & Light to perform their services for Phase IV independently, similar to the methodology utilized in Phase I, and coordinate the project with Comcast and Century Link.
- Florida Power & Light provided a Good Faith Estimate on May 16, 2007 to the Collier County Transportation Division for their services for Phases I, II, III and IV and a copy was distributed to the Committee.
- A new clubhouse at the Dunes is being constructed and electrical renovations between Phase IV and the Dunes property should be coordinated.

The Committee requested Mr. Sells prepare a financial analysis comparing the electrical cost for Phase I versus Phases II and III using FPL network only to present at the February meeting.

E. 495 PINE HEDGE

MSTU Hedge at 495 Pine Avenue

Mr. Sells directed **Commercial Land Maintenance** to trim the hedge owned by the MSTU at 495 Pine to enhance sight line visibility. Instead of cutting the south end of the hedge to open up the sight line the entire hedge was cut to a height of four feet.

Ms. Arnold met with the owner who objected to the pruning and is requesting the MSTU remove the existing hedge and replant a new hedge.

The MSTU recommends leaving the current hedge and allowing it to regrow.

Hedge Height Maintenance Policy

Mr. Sells distributed the document “*Operating Procedures Vanderbilt Drive MSTU Landscape Maintenance on Vanderbilt Drive*” as part of the January 5, 2017 Agenda.

The document provided a list of the eight locations on Vanderbilt Drive at which the MSTU has allowed the property owners to increase height of the hedges.

The Committee discussed the following information pertinent to hedge maintenance:

- The MSTU maintains hedges originally planted by homeowners before the MSTU was established. All maintenance is within the County right of way.
- The property owners have been permitted to increase height of hedges located in the Right of Way that the MSTU controls to act as a buffer from between private property and Vanderbilt Drive.
- The property owner is required to share in the maintenance of the hedge to relieve the MSTU of the cost to maintain a taller hedge
- County hedge height restrictions solely pertain to sight line standards.

The Committee proposed presenting hedge maintenance options to their constituents to ascertain preferences for maintenance. The policy adopted would be for the MSTU to maintain the hedges up to six feet in height; the property owner would maintain hedges between six and ten feet in height. The policy will stipulate the MSTU retains the ability to implement a future Master Plan for landscape improvements potentially impacting any current hedge locations.

Mr. Sells will draft a policy letter on County letterhead to apprise residents of the hedge height compliance standards.

F. TREE REMOVAL OAK TO PALM 7 TREES

Mr. Sells reported six Carrotwood trees and one Ficus or Banyan tree between Oak Avenue and Palm Court on Vanderbilt drive require removal. The trees are an invasive species and have rotten trunks.

Mr. Sjostrom motioned to approve Signature Tree Care’s proposal #6938, dated December 19, 2016, in the amount of \$3,375.00 to remove six Carrotwood Trees and one Ficus or Banyan Tree on Vanderbilt Drive between Oak Avenue and Palm Court. Second by Ms. Miyamoto. Carried unanimously 5 – 0.

IX. OLD BUSINESS

A. LANDSCAPE DESIGN CONNER PARK

Mr. Sells distributed a landscape plan designed by Dale Slaubaugh for the entire length of the Conner Park area noting he has obtained a quote of \$33K to remove approximately 170 feet of overgrown plant material between the beach access walkway and the water and to add plantings.

The Committee discussed the quote proposal and will review options at the February meeting.

B. BENCHES

Mr. Sells distributed style options and price quotes for replacement of three damaged benches for Committee consideration.

Mr. Sells will secure a price quote including freight charges for the bench styles presented to the Committee and report the cost to the Committee at the February meeting.

X. NEW BUSINESS

A. FUTURE PROJECTS

New projects for MSTU consideration include:

- Sidewalks on the east and west sides of Vanderbilt Drive.
 - West side of Gulf Shore Drive – installation responsibility: individual property owners vs. the MSTU?
 - Sidewalks must be ADA compliant
 - Broken concrete is a code enforcement issue.
- Vanderbilt Drive west side landscaping.
- Landscaping the Park area at the Northwest corner of Vanderbilt Drive.

Committee members will submit new project recommendations at the February 2017 meeting.

Mr. Forman and/or Mr. Sjostrom will present projects for future consideration to residents at the Vanderbilt Beach Residents Association meeting and solicit member feedback.

XI. MEMBER COMMENT

None

XII. PUBLIC COMMENT

None

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 4:03 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2017
“as submitted” [] **OR** “as amended” [].

NEXT MEETING DATE: FEBRUARY 2, 2017 2:00 P.M.
“CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
625 111TH AVENUE, NAPLES, FLORIDA