



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

OCTOBER 27, 2020
(via ZOOM remote access)

STATE OF FLORIDA
OFFICE OF THE GOVERNOR
Executive Order 20-69
September 30, 2020

Section 1. I hereby extend Executive Order 20-69, as extended by Executive Orders 20-112, 20-123, 20-139, 20-150 and amended by Executive Orders 20-179 and 20-193, subject to condition of Section 2 below, until 12:01 a.m. November 1, 2020. This order supersedes Section 4 of Executive Order 20-69.

Executive Order 20-246
March 9, 2020

Section 1. I hereby suspend any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place.

Section 2. Local government bodies may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

Section 3. This Executive Order does not waive any other requirement under the Florida Constitution and "Florida's Government in the Sunshine Laws," including Chapter 286, Florida Statutes.

Section 4. This Executive Order shall expire at the expiration of Executive Order 20-52, Including any extension.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Bruce Forman called the meeting to order at 10:30 A.M. A quorum of five was present. The Pledge of Allegiance was not 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
Others:	Aaron Gross – Ground Zero Landscaping
	Wendy Warren - Premier

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 Mr. Harris. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES OF MARCH 5, 2020

Mr. Sjostrom moved to approve the minutes of the March 5, 2020 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 LANDSCAPE

Mr. Gross reported:

- Landscaping is in good condition; dead plants were replaced.
- Perennial Peanut and shrubs were planted by the new wall.
- Bushes and plants were pruned.
- Drip tubing to increase water supply for new plants was installed.
- Lateral breaks in irrigation zones were repaired.
- Fertilizer will be applied to the roadway.

VI. CONNER PARK, VANDERBILT DRIVE LANDSCAPING – Mike McGee

A. Mike McGee Work Order

Mr. Sells submitted a work order proposal from McGee & Associates, dated August 24, 2020, for landscape Architectural Services for Vanderbilt Drive and Bluebill Avenue roadways and Conner Park beautification improvements. *Scope of Services* includes:

- Base Plan Preparation
- Construction Documents
- Bidding Assistance

Vice Chair Sjostrom motioned to approve the work order proposal submitted by McGee & Associates, project # 2020-012, dated August 24, 2020, in the amount of \$5,365.00, to provide landscape Architectural Services for beautification of Vanderbilt Drive, Bluebill Avenue and Conner Park. Second by Ms. Miyamoto. Carried unanimously 5 – 0.

The Committee noted the following:

- The solid white rear side of the Gateway sign for Vanderbilt Beach on Bluebill should be landscaped.
- Accurate Grading will raise the hill mound one foot in the next two to three weeks.
- The stone wall by the manhole was removed and a thin layer of dirt applied.
- The palette of brick pavers should be relocated to the parking lot.
- Design and location for a six (6) foot sidewalk will be formalized. Concrete will be replaced, and pavers installed in coloration consistent with crosswalks.
- At Mr. Sells request, a landscape design for the corner by Regatta of Vanderbilt Beach where Vanderbilt Drive and Vanderbilt Beach Road intersect will be obtained from McGee & Associates.

Mr. Sells and Mr. McGee will get together to review the landscape project. On receipt of a blueprint design and plant list from McGee & Associates, a Quick Quote will be solicited from

three (3) landscaper contractors. In accordance with County policy, the project will be awarded to the lowest qualified bidder.

VII. PROJECT MANAGER REPORT – HARRY SELLS

A. BUDGET REPORT for 9/30/2020 and 10/26/2020

Fiscal Year 2020

Mr. Sells presented the “Vanderbilt Beach MSTU Fund 153, final budget FY 20 dated September 30, 2020”.

- FY-20 Ad Valorem property tax revenue budget is \$1,410,800.00, an increase of 5.09%.
- Total revenue FY20 is \$4,761,146.87 including investment interest, transfers, and contributions (minus a 5% reserve of \$70,600).
- Transfers and Contributions, Line 14, in the amount of \$3,350,346.87, is a carry-over generated from 2019.
- Operating Expense Budget is \$4,345,696.87 of which \$274,228.83 is committed; \$304,243.45 expended.
- Unencumbered Operating Expense funds available are \$3,767,224.59.
- Reimbursement from the Mitchell & Stark Construction and the PUD in the amount of \$129,234.13 for M.S.T.U. property damage is credited on Line 10.
- A credit from MasTec and the PUD in the amount of \$24,063.00 is for costs incurred by Utility Burial Project Delay is reflected on line 21.
- Purchase Orders for RWA (surveying) in the amount of \$15,000.00 and Century Link (engineering design) in the amount of \$8,000.00 apply to Utility Conversion Phase IV.
- Total Budget Cash Balance as of September 30, 2020 is \$3,776,163.47.

Unexpended funds from Operating Expenses and the Capital Outlay category will “roll-over” to the FY-21 budget.

Fiscal Year 2021

Mr. Sells reported:

- The Vanderbilt Beach MSTU FY-21 budget is effective October 1, 2020.
- FY21 Ad Valorem property tax revenue budget is \$1,444,900.00, an increase of 3%.
- The Millage Rate remains constant at 0.5000.
- Total revenue FY21 is \$5,202,501.31 including investment interest, transfers, and contributions (minus a 5% reserve of \$74,300).
- Transfers and Contributions, Line 14, in the amount of \$3,717,601.33, is a carry-over generated from 2020.
- Operating Expense Budget is \$4,927,328.83 of which \$426,627.74 is committed.
- Unencumbered Operating Expense funds available are \$4,500,701.09.
- Two Bonness, Inc. Purchase Orders in the amount of \$42,145.57 and \$199,978.42 for concrete repairs and new paver crosswalks will be closed out on completion of invoice payments.
- The Purchase Order for Accurate Grading in the amount of \$4,600.00 for Connor Park hill construction will be reduced.
- Collier County Utility Water & Sewer expense will increase due to Conner Park irrigation.
- Improvements General/Capital Outlay budget is \$145,172.50.
- Transfers to 111, Line 37, are for Staff salaries.

- Budget Transfers from Appraiser and Tax Collector, Lines 38 and 39, are fees billed by the appropriate entities.
- Total Budget Cash Balance as of October 26, 2020 is \$4,267,777.61.

B. GENERAL STATUS OF PHASE IV

Mr. Sells reported:

Phase IV Contracts (Four)

- A Quote from Comcast in the \$2M range indicates the firm is the low bidder for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
- Contracts will be submitted to the Board of County Commissioners for approval on December 8, 2020 or January 12, 2021 and Purchase Order(s) issued.
- Mobilization time is two (2) to three (3) weeks from issuance of the notice to proceed.
- Space restrictions prohibit underground burial of utility lines under the Cocohatchee River. Consequently, the utility wires will be run through conduit attached to the bridge.
- Easements will be secured to install “feeders” around The Dunes of Naples and the Marina Bay Club and the Anchorage if needed.
- Start-up date goal for Phase IV is January 2021 with an estimated time frame for completion of six (6) to nine (9) months.

Phase IV CEI

Stantec, the consulting firm for the Public Utility Department (PUD) and Mitchell & Stark (M&S) has been selected to perform Construction, Engineering, and Inspection (CEI) services for Phase IV.

The contract will be on the Consent Agenda for Approval by the Board of County Commissioners (BCC) December 8, 2020 if the Procurement Services Division finalizes the contract by early November 2020.

Charlie Arthur Bench

Proposed placement for a commemorative bench for Charlie Arthur, former Chairman of the Vanderbilt Beach M.S.T.U. Advisory Committee, is by the lake south of the entrance to The Dunes of Naples.

Mr. Sells will secure the required easement from The Dunes of Naples.

C. GENERAL STATUS OF FINGER STREET ENTRANCE WIDENING

Crosswalk Pavers, Sidewalk Relocation and Repairs

Bonness, Inc. installed paver crosswalks, ADA paver compliant sidewalk approaches, new curbing, and painted roadway striping for fourteen (14) crosswalks.

The pavers are brick conforming to ADA color contrast standards when surfaces transition from a sidewalk to a street crossing. ADA pavers are dark charcoal and set in mortar.

- Damaged paver pieces on Flamingo Avenue will be replaced.
- Traffic Operations will bill the M.S.T.U. for time and materials to move STOP and street signs four (4) to five (5) feet to the white striped STOP line. Signs will be lowered to seven feet (7) to enhance line of site visibility.

D. CONNER PARK STATUS AND DISCUSSION

Fence and Columns

- The area between the fence and the sidewalk was graded down and landscaped with Perennial Peanut, sod and Arboricola.
- Landscape will be watered with drip irrigation installed by Ground Zero.
- The Clusia hedge will be maintained at a height of ten (10) feet.
- Lights were installed highlighting alternating columns on the fence.

Vanderbilt Beach Welcome Sign

- The Parks and Recreation Department requested their logo be incorporated into the new signs.
- Addition of the logos, not provided for on the sign permit issued by the Collier County Building Department, must be approved.
- Placement adjacent to the Conner Park logo on both signs is a viable option.
- Quotes will be solicited to replace the broken sidewalk concrete by both signs.
- Ten (10) new Vista light fixtures should be installed on the Vanderbilt south side wall. Bulbs wattage can be modified.

Vice Chair Sjostrom motioned to approve Hart's Electrical Inc's proposal, dated October 30, 2020, in the amount of \$5,900.00, to supply and install ten new Vista light fixtures on every other post of the Vanderbilt Beach south side wall. Second by Ms. Miyamoto. Carried unanimously 5 – 0.

Lift Station Enclosure Replacement

- Q Grady Minor & Associates, PA submitted a proposal for preliminary engineering, design, permitting, bidding/quoting, and construction administration assistance for the installation of a pre-cast concrete decorative wall around the master pump station located within the Right of Way (ROW) along Bluebill Avenue and Vanderbilt Drive just north of Naples Park.
- The project requires approval from the Collier County Public Utilities Department (PUD) and Stormwater Management.
- A photograph of a fence proposed to replace the chain link fence was distributed for Committee review.
- The Committee noted the fence color should be like the Vanderbilt Beach columns abutting the Gateway sign.

Ms. Miyamoto motioned to approve Q Grady Minor & Associates, PA proposal, dated October 13, 2020, in the amount of \$29,167.00 for preliminary engineering, design, permitting, bidding/quoting, and construction administration assistance for the installation of a pre-cast concrete decorative wall around the master pump station located within the Right of Way (ROW) along Bluebill Avenue and Vanderbilt Drive just north of Naples Park. Second by Mr. Weber. Carried unanimously 5 – 0.

VII. OLD BUSINESS

A. SURVEY POSSIBLE NEW PROJECTS

Future improvements to the Vanderbilt Beach M.S.T.U. for Committee consideration include:

- **Refurbishment of Vanderbilt Drive Landscape**
A landscape design for Vanderbilt Drive will be submitted for Committee consideration on completion of current projects.
- **Sidewalks East and West Side of Gulf Shore Drive**
The Road Maintenance Department is considering sidewalk installation on the east side 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. Property owners are responsible to install and maintain sidewalks in the Right of Way (ROW). Drainage would have to be redesigned to accommodate the installation.
- **Lighted Street Name Signs at Intersections Along Gulf Shore Drive and Vanderbilt Drive**
The project is pending on development of technology to provide attractive, small scale LED Solar lighting.
- **Refurbish Bridge of Channel on Bluebill**
The Committee suggested cleaning the waterway bridge and researching application of a veneer stone.
- **Par Course in Conner Park**
The Committee expressed aesthetic, maintenance, and safety concerns regarding installation of an exercise station.
- **Extend Fence on South Side of Park**
Members concurred extension of the fence should be undertaken.
- **Sidewalk Lighting**
Bollard or other light options will be researched.
- **FPL Box Wraps**
A photograph of decorative wraps to camouflage FPL fixtures was distributed. The wrap must be approved by FPL and box identification numbers must be visible.
Mr. Sells will contact FPL to determine if wraps are an option for utility boxes and report his findings to the Committee.

VIII. NEW BUSINESS

A. ADVISORY COMMITTEE APPLICATIONS

William Kenneth Sjostrom, William Arell Harris and Paul DeMarco applied for the open positions on the Vanderbilt Beach M.S.T.U. Paul DeMarco is not eligible as he does not reside within the boundaries of the M.S.T.U.

The Committee discussed Mr. Sjostrom's and Mr. Harris's applications for the open positions on the M.S.T.U. effective from November 14, 2020 to November 13, 2024 noting the contributions they have made to the Committee and their willingness to be reappointed.

Ms. Miyamoto motioned to recommend the Board of County Commissioners reappoint William Kenneth Sjostrom and William Arell Harris to the Vanderbilt Beach M.S.T.U. Advisory Committee for a four-year term commencing November 14, 2020. Second by Mr. Forman. Carried unanimously 5 - 0.

B. NEXT MEETING

The Committee discussed meeting dates and agreed the next regularly scheduled meeting will be December 3, 2020.

IX. PUBLIC/BOARD COMMENTS

Mr. Sells confirmed the County is responsible for mowing the grass by The Dunes of Naples.

X. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 12:20 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

Bruce Forman, Chairman

The minutes approved by the Board/Committee on _____, 2020 “*as submitted*” [___] or “*as amended*” [___].

NEXT MEETING DATE: DECEMBER 3, 2020 2:00 P.M.
NAPLES PARK COMMUNITY CENTER
654 104TH AVENUE, NAPLES, FL