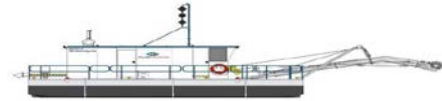


**Vanderbilt Waterway MSTU
Advisory Committee
8300 Radio Road
Naples, FL 34104**



FEBRUARY 1, 2021 1:00 PM

8300 Radio Road, Naples, FL 34104

Committee in person

All others via Zoom Conference Call

I. Call to order and Pledge of Allegiance

II. Attendance

Advisory Committee	Clint Cuny- Chair (2/12/21) Vacant (2/12/25) Vincent Fantegrossi (2/12/23) Nancy Koeper (2/12/23) Pam Marsal (2/12/23)
Staff	Harry Sells – PTNE Project Manager Michelle Arnold – PTNE Director
Transcriptionist	Wendy Warren

III. Approval of Agenda

IV. Approval of Minutes – February 18, 2020

V. Project Manager Report - Harry Sells

- A. FY 2021 Budget Report
- B. Channel Status

VI. Old Business

VII. New Business

- A. Recommendation for approval of new committee members
- B. Election of Officers
- C. Approval of Bylaws
- D. Long Term Maintenance Plan
- E. FY 22 Budget Discussion

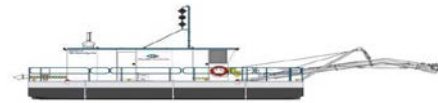
VIII. Public Comments

IX. Member Comments

X. Adjourn

NEXT MEETING DATE: TO BE DETERMINED

**Vanderbilt Waterway MSTU
Advisory Committee
2399 East Tamiami Trail Suite 103
Naples, FL 34112**



FEBRUARY 18, 2020 2:00 P.M.
Government Center Bldg. F
5th floor IT Training Room
3299 Tamiami Trail East, Naples Fl 34112

- I. Call to order and Pledge of Allegiance**
Meeting called to order by Chair Clint Cuny at 2:00 PM. A quorum of four was present. Pam Marsal was not in attendance. The Pledge of Allegiance was recited.
- II. Attendance**
- | | |
|--------------------|---|
| Advisory Committee | Clint Cuny, Chair |
| | Phil Arnold, Vice Chair |
| | Vincent Fantegrossi |
| | Nancy Koeper |
| | Pam Marsal (Excused) |
| Staff | Harry Sells – Project Manager |
| | Michelle Arnold – PTNE Director (Excused) |
| Transcriptionist | Wendy Warren |
- IV. Approval of Agenda**
Chairman Cuny moved to approve the February 18, 2020 Agenda of the Vanderbilt Waterway M.S.T.U. as amended:
Delete Item III. Remote Attendance - Pam Marsal to Attend via Phone.
Second by Mr. Arnold. Carried unanimously 4 - 0.
- V. Approval of Minutes for October 25, 2019**
Mr. Fantegrossi moved to approve the minutes of the October 25, 2019 Vanderbilt Waterway M.S.T.U. meeting as presented. Second by Ms. Koeper. Carried unanimously 4 - 0.
- VI. Project Managers Report**
- A. Status of Dredging**
Mr. Sells reported:
- The dredging project for Water Turkey Bay, undertaken by Collier County Coastal Zone Management, is complete.
 - Humiston & Moore Engineers will perform an “After Dredge Survey.” Both the before and after surveys will be posted on the County web site.
 - The goal was to dredge to a Mean Low Tide depth of five (5) feet. The permit is still open and there will be “touch up dredging” if high spots are identified.
 - Channel marker installation in Turkey Bay is in progress; piling installation is incomplete.
 - Members will send feedback on channel conditions observed to Mr. Sells.

Mr. Sells will:

- Retain a copy of the completed survey from Humiston & Moore and determine if any high spots exist following the dredging.
- Determine if tide flow in Turkey Bay will cause high spots.
- Provide a copy of the survey to the Committee Members for their records.

B. FY-20 Budget Report

Mr. Sells summarized the “*Vanderbilt Waterway MSTU Fund Budget 168 dated February 18, 2020*” for information purposes and provided an overview of the budget noting:

- FY-20 Ad Valorem property tax revenue budget is \$370,600.00. The Millage rate is 0.30 mils.
- Total revenue FY-20 is \$1,378,327.50 including loan proceeds and carry forward of encumbered amount (minus a 5% reserve of \$18,600).
- Current Operating Expense Budget is \$1,252,427.50 of which Commitments total \$6377,873.44.
- Uncommitted Operating Expense funds available are \$537,186.28.
- Engineering fees to cover dredging inspections, Line 8, totaled \$36,232.00.
- Funds committed to Florida Dredge & Dock LLC to fund the cost of dredging Water Turkey Bay total \$588,675.00; \$40,875.00 for mobilization is expended. Project cost balance will be invoiced.
- Line 30, Trans to 111 Unincor, is Reimbursement for Staff expense.
- Line 31 ADV/REPAY to 001 General Fund budgeted at \$30,000.00 is the initial loan payment on \$50,000.00 for 2019 and \$1,000,000.00 for 2020; total loan amount \$1,050,000.00.
- Line 32, Budget Transfer from Appraiser, in the amount of \$5,800.00, is expense incurred to list in the Appraisers Guide and Line 32, Budget Transfer from Tax Collector, in the amount of \$12,200.00 or 3.5% of Ad Valorem Tax Revenue, is levied for tax collection.
- Expenditures for FY-20 total \$83,947.58.
- Total available balance, less committed expenses, is \$656,506.50.

VII. Old Business

None

VIII. New Business

A. FY-21 Budget Discussion

The following was noted during discussions:

- The Committee makes budget recommendations; the Board of County Commissioners (BCC) approves the budget.
- A determination should be made on the feasibility of a loan term payback of three years, preferred by the budget department, versus the five- or six-year term originally projected.
- A reserve fund should be established for future dredging projects.
- The \$50,000 budgeted for Personal Services to finance Coastal Zone personnel supervision of the project will potentially be eliminated.
- The MSTU’s finances are adequate to support an annual loan payment of \$350,000.00. Payment amount can be evaluated annually.

Chairman Cuny motioned to recommend a loan payment in the amount of \$350,000.00 for three fiscal years, commencing in 2021, until the loan is paid in full. Second by Mr Fantegrossi. Carried unanimously 4 – 0.

Millage Rate:

The M.S.T.U. has two options for the millage rate which is currently assessed at 0.30:

- Lower the current millage rate to establish a Revenue Neutral Policy, maintaining the FY-20 income level.
- Maintain the current millage rate, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

Mr. Arnold motioned to approve maintaining a Revenue Neutral Budget for FY-21. Second by Chairman Cuny. Carried unanimously 4 – 0.

IX. Public Comments

Thomas Burke queried on the following:

- Provision of a schedule for Wiggins Pass dredging for future planning purposes.
- Interest in receiving the post dredging survey for Wiggins Pass.

He expressed his gratitude for the Committee’s efforts in successfully executing the dredging project.

Mr. Sells noted Gary McAlpin, Coastal Zone Management Director, is responsible for the dredging contracts and he will consult him on the requests.

X. Member Comments

Chairman Cuny reported:

- The Estuary Conservation Association (ECA) will conduct a bottom scan once a month. *Mr. Sells acknowledged the results, although not official, can be posted on the County web site.*
- The ECA is working with Stormwater Pollution Prevention to place County provided “no dumping” signs on one hundred eighty-four (184) storm sewer drains from Bonita Beach Road South to the Conner’s area.

Publicity Releases

The Committee discussed opportunities to inform residents and promote the dredging project. Press releases and Facebook postings were suggested.

Mr. Sells noted three (3) projects could be presented in a press release by Commissioner Andy Solis:

1. The Vanderbilt Waterway dredging project.
2. The Vanderbilt Beach underground utility conversion project.
3. Wheelchair access at the south end of Vanderbilt Beach.

Mr. Sells will email members photographs and data provided by him to for the press release.

XI. Adjourn

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:35 P.M.

VANDERBILT BEACH WATERWAY MSTU ADVISORY COMMITTEE

Clint Cuny, Chairman

The minutes approved by the Advisory Committee on _____, 2021 “*as submitted*” [___] or “*as amended*” [___].

NEXT MEETING: TO BE DETERMINED

VANDERBILT Waterway MSTU
 FUND 168
 October 19, 2020

	Vendor	Item	FY21	PO#	Budget	Commitments	Expenditures	Total
1		CUR AD VALOREM TAX			\$ (384,900.00)		\$ (304,175.40)	\$ (80,724.60)
		OVERNIGHT INTEREST					\$ (36.64)	\$ 36.64
		INVESTMENT INT.					\$ (47.03)	\$ 47.03
		INVESTMENT TAX C.					\$	\$ -
2		REVENUE STRUCTURE			\$ (384,900.00)	\$ -	\$ (304,259.07)	\$ (80,640.93)
3		CARRY FORWARD			\$ (98,000.00)	\$ -	\$ -	\$ (98,000.00)
4		CARRY FORWARD			\$ (606.47)	\$ -	\$ -	\$ (606.47)
5		NEG 5% EST REV			\$ 19,300.00	\$ -	\$ -	\$ 19,300.00
6		TRANSFERS & CONTRIB			\$ (79,306.47)	\$ -	\$ -	\$ (79,306.47)
7		TOTAL REVENUE			\$ (464,206.47)	\$ -	\$ (304,259.07)	\$ (159,947.40)
11		OTHER CONTRACTUAL			\$ 82,500.00			\$ 82,500.00
16	JM Todd	Copier Lease		4500201393	\$ 400.00		\$ -	\$ 400.00
17	Insurance General	1st Q 2021 645100 Insurance General		IGC	\$ 100.00	\$ 75.00	\$ 25.00	\$ -
	Premier Staffing	Transcriptionist Services		4500207151	\$ 2,006.47	\$ 800.00		\$ 1,206.47
	JM Todd	Copying charge new po		4500207221	\$ 200.00	\$ 67.80	\$ 32.20	\$ 100.00
		OTHER OPERATING			\$ 500.00			\$ 500.00
29		OPERATING EXPENSE			\$ 85,706.47	\$ 942.80	\$ 57.20	\$ 84,706.47
30		TRANS TO 111 UNINCOR			\$ 16,000.00	\$ -	\$ -	\$ 16,000.00
31		ADV/REPAY TO 001 GENERAL FUND			\$ 190,100.00	\$ -	\$ 190,100.00	\$ -
		ADV/REPAY TO			\$ 52,000.00		\$ 52,000.00	\$ -
32		BUDGET TRANS FROM PROPERTY APPR.			\$ 4,500.00	\$ -	\$ 771.10	\$ 3,728.90
33		BUDGET TRANS FROM TAX COLLECTOR.			\$ 12,500.00	\$ -	\$ 6,233.51	\$ 6,266.49
34		TRANSFERS			\$ 275,100.00	\$ -	\$ 249,104.61	\$ 25,995.39
35		RESV FOR CONTINGENCY			\$ 103,400.00	\$ -	\$ -	\$ 103,400.00
36		RESERVES			\$ 103,400.00	\$ -	\$ -	\$ 103,400.00
37		TOTAL BUDGET			\$ 464,206.47	\$ 942.80	\$ 249,161.81	\$ 214,101.86

Total Available Balance \$ 214,101.86
 Plus Committed And Not Spent \$ 942.80

Estimated Cash \$ 215,044.66

**Estimated Cash Less
 Uncollected Ad Valorem Taxes \$ 134,320.06**

Done 01-05-2021

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 12/15/2020 11:50:23 AM.

Name: Thomas M Burke Jr. **Home Phone:** 2488400092

Home Address: 11116 Gulf Shore Dr 503B

City: Naples **Zip Code:** 34108

Phone Numbers

Business:

E-Mail Address: burket4888@yahoo.com

Board or Committee: Vanderbilt Waterway Municipal Service Taxing Unit Advisory Committee

Category: Not indicated

Place of Employment: retired

How long have you lived in Collier County: 4-5

How many months out of the year do you reside in Collier County: 6-9

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Education:

Experience / Background

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 11/30/2020 11:20:47 AM.

Name: Clint Cuny **Home Phone:** 302-893-0609

Home Address: 349 Tradewinds Ave.

City: Naples **Zip Code:** 34108

Phone Numbers

Business:

E-Mail Address: clintoncuny@gmail.com

Board or Committee: Vanderbilt Waterway Municipal Service Taxing Unit Advisory Committee

Category: Not indicated

Place of Employment: Retired

How long have you lived in Collier County: 4-5

How many months out of the year do you reside in Collier County:

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? Yes

Currently president of the Vanderbilt Waterways Advisory committee

Please list your community activities and positions held:

Education:

MBA Business

Experience / Background

**VANDERBILT WATERWAY
MUNICIPAL SERVICE TAXING UNIT (MSTU) ADVISORY COMMITTEE**

BY LAWS

ARTICLE I

Name

The name of this Advisory body shall be the Vanderbilt Waterway Municipal Service Taxing Unit (MSTU) Advisory Committee here after referred to in this document as the Committee.

ARTICLE II

Jurisdiction

The Advisory Committee shall function as an advisory body to the Board of County Commissioners (BCC) and is governed under Ordinances 2018-64. The Committee will make recommendations to the BCC in matters related to Projects in the Vanderbilt Waterway MSTU area, preparation of bid documents, management of contracts, and managing the annual budget. The BCC shall have the final authority over the actions of the MSTU.

ARTICLE III

Officers and their Duties

Section 1. The officers shall consist of a Chair and Vice-Chair.

Section 2. The Chair shall preside at the meetings and shall have the duties normally conferred by parliamentary usage of such officers.

Section 3. The Chair may call special meetings, appoint subcommittees, and act as a liaison with government bodies and other related committees.

Section 4. The Chair shall have the privilege of discussing all matters before the Committee and shall have the same voting rights as all Committee members.

Section 5. The Vice-Chair during the absence of the Chair or the Chair's inability to serve, exercise all of the duties and powers of the Chair.

Section 6. The full Committee may participate in the election process and vote.

Section 7. The Committee shall adopt procedures by which it shall operate.

ARTICLE IV

Election of Officers

Sections 1. Nomination of Chair and Vice-Chair shall be made from the floor at the annual organization meeting in February of each year, and the election shall be held immediately thereafter.

Section 2. A candidate receiving the majority vote shall be declared elected and shall

serve a term of one (1) year, or until a successor shall take office. An Officer is eligible for reelection if the term of the Committee is extended.

Section 3. Vacancies in the position of Chair and Vice-Chair shall be filled immediately by regular elections procedures.

Section 4. The Chair or Vice-Chair may be removed by a super majority of the Committee with or without cause.

ARTICLE V

Committee Structure and Meeting Requirements

Section 1. The Vanderbilt Waterway MSTU Advisory Committee shall consist of five (5) members.

Section 2. Committee Appointments - Appointment of members to the Advisory Committee shall be by resolution of the BCC, which resolution shall set forth a date of appointment. Each appointment, after the initial appointment, shall be for a term of three years. Appointments to fill any vacancies on the Advisory Board shall be for the remainder of the unexpired term.

Section 3. Regular Meetings – Regular meetings of the Advisory Committee shall be held as needed and called by staff or the Chairman at least twice per fiscal year. If a regular meeting is required to be held at a time and location other than what is specified herein, notice will be provided at least 72 hours prior to the meeting and posted on the County website.

Section 4. Special Meetings – Special meetings of the Committee may be convened by the Chair upon giving notice thereof.

Section 5. Notices – Notices of Committee meeting shall be given to all members and to the Public at least seventy-two (72) hours in advance of the meeting. At any meeting, the Committee may set a future meeting date. Staff may provide notices and agendas to members at least seventy-two (72) hours prior to meetings.

Section 6. Attendance – Members may notify the Staff Liaison if they cannot attend a meeting. If a member misses two (2) successive Committee meetings without a satisfactory excuse, he/she may forfeit his/her appointment.

Attendance is preferred in person but may occur telephonically provided that (1) there is a quorum of the Committee members physically present; and (2) the members who are present both authorize the participation by telephone, and find that the absence was due to “extraordinary circumstances.” Once approved to participate, the absent member can conduct themselves in the same manner as if they were present, including making motions and voting on items.

Section 7. Quorum – A quorum of the Advisory Committee shall consist of three (3) members and an affirmative vote of a majority of those present and voting shall be necessary to

pass any motion. In the absence of a quorum, those members present may review the agenda items and make recommendations that may be reviewed for approval by the Advisory Committee at its next meeting where there is a quorum present.

Section 8. Voting – Voting shall be by voice vote, or show of hands, if necessary, and may be recorded by individual (or group).

Section 9. Meetings - All meetings shall be open to the public to encourage public awareness and participation.

Section 10. Minutes - Minutes shall be taken at all Advisory Committee meetings. Voice recording of meetings is acceptable. A written record of meetings, resolutions, findings and determinations shall be kept for the Advisory Committee.

Section 11. Documents - The Public Transportation and Neighborhood Enhancement Division staff shall assist with preparation, duplication, and distribution of materials necessary for meetings. Copies of all Advisory Committee minutes, resolutions, reports and exhibits shall be submitted to the Clerk’s Office and posted on the County Website for public viewing.

Section 12. Except as otherwise provided in these Bylaws, Roberts Rules of Order shall be followed at all meetings.

Section 13. Agendas – Agendas are set by the Chair with coordination with the Staff Liaison. Members may send agenda items request to the Staff Liaison prior to the publishing of the Agenda. Otherwise, the agenda may be change at the meeting prior to approval of the Agenda.

ARTICLE VI
Order of Business

- I Call to Order
- II Roll Call
- III Approval of Agenda
- IV Approval of Minutes
- V Budget Report
- VI Project Manager Report
- VII Other Report(s)
- VIII Old Business
- IX New Business
- X Public Comments on items NOT on the Agenda
- XI Members Comments
- XII Adjourn

Next Meeting Date

ARTICLE VII
Public Participation

All Vanderbilt Waterway MSTU Advisory Committee meetings will be public meetings as required by Florida Statutes. Participation by the Public is encouraged and in an effort to be fair to all wishing to participate, the following rules shall apply when receiving public comment.

Section 1. Public Comment on Items on the Agenda - During each portion of the agenda the Chair may open up the meeting for public comments.

- a. The Chair shall declare when the floor will be open to public comments.
- b. The Chair shall declare when the public comments period for the Agenda item is closed for public comments. Once the item is closed for public comment there shall be no further comment from the floor.
- c. All persons wishing to speak on an Agenda item must register with the Staff liaison prior to the presentation of the Agenda item by completing a speaker's slip.
- d. Each public participant must identify themselves by name and address.
- e. All registered speakers will receive up to three (3) minutes to speak unless the time is adjusted by the Chair.
- f. There will be no sharing of minutes among those present in an effort to extend the time permitted to speak.
- g. Once a participant has been afforded the opportunity to speak he/she may not speak again unless requested by the Chair.

Section 2. Public Comment on Items NOT on the Agenda – A Public Comments section will be included in each agenda. During this portion of the meeting items that have not been brought forward previously or were not on the agenda may be discussed or raised by the Public.

- a. All persons wishing to speak on under public comments on items not on the Agenda must register with the Staff liaison prior to this portion of the Agenda by completing a speaker's slip.
- b. Each public participant must identify themselves by name, address, and specify subject matter.
- c. All registered speakers will receive up to three (3) minutes to speak unless the time is adjusted by the Chair.
- d. There will be no sharing of minutes among those present in an effort to extend the time permitted to speak.
- e. Once a participant has been afforded the opportunity to speak he/she may not speak again unless requested by the Chair.

ARTICLE VIII
Amendment to By-Laws

Section 1. Any proposed amendment to the By-Laws shall be provided to every Committee member at least seven seventy-two (72) hours before it is voted on at a regular meeting.

Section 2. These Bylaws, and any and all amendments to the By-Laws, will become effective upon an affirmative vote of a majority of the quorum.

These By-Laws for the Vanderbilt Waterway MSBU Advisory Committee are hereby approved this _____ day of _____, 2021.

Vanderbilt Waterway MSTU Advisory Committee

By: _____ Date: _____
Chair

By: _____ Date: _____
Vice Chair

By: _____ Date: _____

By: _____ Date: _____

By: _____ Date: _____

Attested by: _____ Date: _____
Michelle Arnold, PTNE Director

Vanderbilt Waterway Maintenance Plan FY 22

Category	Sub Category	Type / Location	(Current) OMS Numbers	Quantity	Units	Year (Install)	Year (Replace)	\$Cost (then YR)	Annual Maint
VB Channel	Eng. Survey	Bluebill to Cocohatchee R	1	1	EA	2020	2024	\$30,000	NA
	Dredge	Bluebill to Cocohatchee R	1	1	EA	2020	2032	\$1,600,000	NA