MINUTES

DECEMBER 3, 2015

I. CALL TO ORDER: by Chairman Arthur called the meeting at 2:00 P.M.

II. ATTENDANCE
Advisory Committee  
Charles Arthur – Chairman  
William Sjostrom – Vice Chair  
Mark Weber  
Bruce Forman  

Staff  
Harry Sells, Project Manager  

Others  
Raymond Benza – Hole Montes  
Gary Gorden – Commercial Land Maintenance  
Dale A. Slabaugh – DAS & Associates  
Wendy Warren – Juristaff  

Future Member  
Gabriella R. Miyamoto

III. APPROVAL OF AGENDA
Mr. Forman moved to approve the Agenda. Second by Mr. Sjostrom. Carried; 4 – 0.

IV. APPROVAL OF MINUTES – NOVEMBER 5, 2015
Mr. Sjostrom moved to approve the minutes of the November 5, 2015 Vanderbilt Beach M.S.T.U. meeting as presented. Second by Mr. Forman. Carried unanimously 4 – 0.

V. VANDERBILT DRIVE LANDSCAPE DESIGN - GENERAL DISCUSSION – DALE SLABAUGH LA
This item was discussed after Item IX Old Business

Mr. Sells advised the Committee Mr. Slabaugh is under contract with Hole Montes for restoration for this project and designed the plan for Gulf Shore Drive. The Committee expressed to Mr. Slabaugh their goal to create a cohesive landscape design for Vanderbilt Drive.

Mr. Slabaugh advised the Committee of design limitations including County setback requirements, right of way restrictions and existence of walls and fences constructed by homeowners.

The Committee and Staff will conduct an on-site walk of Vanderbilt Drive on January 7, 2016 during the monthly meeting to generate ideas for landscaping.
VI. **LANDSCAPE REPORT – GARY GORDEN COMMERCIAL LAND MAINTENANCE**

Mr. Gorden, Commercial Land Maintenance, reported on landscape maintenance noting:
- Landscape maintenance is on schedule.
- Fertilizer and mulch will not be applied this season due to construction activity.

Mr. Sells reported on the following landscape maintenance items:
- The M.S.T.U. maintains hedges originally planted by homeowners before the MSTU was formed. All maintenance is within the County Right of Way and any code conformance issues will be addressed at construction completion.
- Irrigation repairs are the responsibility of the contractor who caused the damage. Sleeves for the irrigation lines have been installed under the sidewalk and irrigation malfunctions will be addressed when the new sidewalks installation is complete.

VII. **CONSTRUCTION REPORT – RAY BENZA HOLE MONTES**

Mr. Benza reported construction is on schedule noting:
- Boring is 99% complete; the area under the Mangroves and in to the park at the west end of Vanderbilt Towers remains.
- Cable wire will be pulled and the contractor will remain on standby status pending confirmation of no breaks or disconnects of the conduit. Work to be complete in one week.
- Danella Utility Construction is installing transformers and switches and will be kept on board until all conduit on the finger streets is pulled.
- Mastec has pulled cable feeder lines for all streets and installed 65 transformers.

Mr. Sells reported Florida Light and Power is responsible for service activation and is anticipated to occur prior to July 2016. Power poles will be removed post activation.

VIII. **PROJECT MANAGER’S REPORT – HARRY SELLS**

A. **BUDGET REPORT FOR 12/3/2015**


Mr. Sells reported:
- Ad Valorem Tax collected totals $175,474.
- The actual dollar figure for Line 9, Carry Forward Generated, is $1,120,000, not $231,000 and the variance is not reflected on Line 36, Total Operating Expenses.
- The CWSI contract for cable installation in the amount of $776,000 includes labor and materials and will be heard by the Board of County Commissioners on December 8, 2015.
- Danella Utility Construction was paid $814,433 leaving a balance due of $417,907.
- Hole Montes is contracted through Phase IV.
- Neubert Construction Purchase Order #4500159826 in the amount of $19,587 for sidewalk replacement will be closed out now that a new Purchase Order reflecting their county wide contract is in effect.
- Florida Power and Light equipment is paid for.
- Cash balance as of December 3, 2015 is $3,097,243.
The Committee discussed contractor payment terms and Mr. Sells reported invoices are paid thirty days after the County has audited the invoice.

B. General Status of Burial Project
Mr. Sells reported that Phases II and III of the project are scheduled for completion July 2016.

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

- Danella Utility Construction has one more boring to complete in the State Park to finalize the process. Conduit ends will be connected and vaults and pads installed on Vanderbilt Drive and Bluebill Avenue.
- MASTEC will commence installation of the FPL network with an estimated completion date of March 2016. Once the installation is active and stabilized individual owners will be connected. FPL will not connect customers to the network until the service is stabilized. Mr. Sells will work with FPL on the conversion and update the Committee on the time frame.
- CWSI also requires a stable cable network service prior to conversion. Phase I was scheduled in two phases. Mr. Sells anticipates the same strategy for Phases II and III but noted conversion will be negotiated.
- Century Link equipment installation will be going out to bid and due in January.

Irrigation and Water Line Connection Project
Mr. Sells updated the status of the irrigation lines installation. The water line and control circuit on Vanderbilt Drive are being replaced. Water line connection will start at the south end of Vanderbilt drive. The line has been tested and will be extended as it is within five or six feet of the individual valves. The original design was one continuous line from Bluebill Avenue down Vanderbilt Drive. The new design splits the line in half - one line from Willet Avenue north on Vanderbilt Beach Drive and a second line from Willet south on Vanderbilt Beach Drive. The two lines will be split in half again with manual shut off valves installed to facilitate the ability to trace leaks. Empty conduit will be run in to the control valve boxes and wire installed as necessary.

Mr. Sells will schedule a presentation for an irrigation system replacement proposal for a future meeting.

IX. Old Business
Phase IV Florida Power and Light
Mr. Sells reported he is waiting for a second set of preliminary design plans from FPL. On receipt and approval a Scope of Work proposal the Underground Conversion Agreement will be executed and presented to the Board of County Commissioners for approval.

Greenway Project Walkway
Lourdes Placid inquired regarding the length of the proposed Greenway walkway. Mr. Sells noted his understanding the proposed walkway from Immokalee Avenue to Wiggins Road is extending to Bonita Beach Road; however plans have not been finalized.
X. **NEW BUSINESS**
None

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 3:10 P.M.

**VANDERBILT BEACH MSTU ADVISORY COMMITTEE**

____________________________________
Charles Arthur, Chairman

The minutes approved by the Board/Committee on __________________________, 2015, “as submitted” [___] OR “as amended “ [___].

**NEXT MEETING DATE:** JANUARY 7, 2016 AT 2:00 P.M.
“CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
625 111TH AVENUE, NAPLES, FLORIDA