MINUTES

FEBRUARY 4, 2016

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
Gabriella R. Miyamoto

Staff Harry Sells, Project Manager

Others Raymond Benza – Hole Montes
Robert Kindelan – Commercial Land Maintenance
Wendy Warren – Juristaff

III. APPROVAL OF AGENDA
Mr. Sjostrom moved to approve the Agenda subject to the following changes:
Additions: Item VII. Project Managers Report, D. Quote Hart’s Electrical, Inc.
Item IX. New Business, B. By Laws
Second by Mr. Forman. Carried unanimously 4 – 0.

IV. APPROVAL OF MINUTES
DECEMBER 3, 2015
Mr. Forman moved to approve the minutes of the December 3, 2015 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Sjostrom. Carried unanimously 4 - 0.

JANUARY 7, 2016
Mr. Forman moved to approve the minutes of the January 7, 2016 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Sjostrom. Carried unanimously 4 – 0.

Ms. Gabriella Miyamoto arrived.

V. LANDSCAPE REPORT – ROBERT KINDELAN, COMMERCIAL LAND MAINTENANCE
Mr. Kindelan, Commercial Land Maintenance, reported on landscape maintenance noting:
- Hedges will be trimmed to ensure branches do not over hang the sidewalk.
• Irrigation system repairs are addressed on a timely basis.

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.

VI. CONSTRUCTION REPORT – RAY BENZA HOLE MONTES

Mr. Benza reported construction is on schedule noting:
• Danella Utility Construction is estimated to complete Phases II and III within one month. Thirty two of the thirty five items on the punch list are finalized.
• Mastec has completed pulling cable feeder lines on the finger streets and is working on Vanderbilt Beach Road. Mr. Sells temporarily halted work as Maintenance Traffic Technicians were unavailable.
• CWSI will initiate hook up of cable conduit in the next three weeks.
• Conduit on West side of Bridge on Bluebill Ave remains to be pulled out of ground and installed in boxes in the Vanderbilt Towers areas (completion date by February 7, 2016).
• Neubert Construction will fill two small pot holes in the Vanderbilt Towers gate area Street as requested.
• Century Link is the sole utility provider left to install cable feeder lines.
• Utilities cables are installed in multiple conduits installed with one foot separation between FPL and Communications conduits.

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

VII. PROJECT MANAGER’S REPORT – HARRY SELLS

A. Budget Report for 2/4/2016


Mr. Sells reported:
• Property taxes collected to date total $907,175 with a balance of $190,624 remaining.
• Carry forward funds of $1,001,000 should solidify in April.
• Of the $3,321,604 budgeted for “Other Contractual”, commitments total $1,973,594 and $1,132,594 is expended leaving a balance of $215,681.
• Century Link’s contract for equipment installation, estimated in the range of $200,000 is not reflected in total commitments.
• The CWSI contract for cable installation for Phases II, III and IV in the amount not-to-exceed $769,698 includes labor and materials.
• Hole Montes contract is effective through Phase IV.
• Mastec’s contract for pulling Florida Power and Light feeder lines in conduits and transformer installation is for Phases II and III.
• Purchase Order balance of $19,586 for Neubert Construction will be closed out.
• Purchase Order balance of $10,112 for RWA, Inc. will be closed out.
• RWA, Inc. will be retained to provide subaqueous survey drawings for Phase IV.
Estimated cash balance as of February 4, 2016 is $2,433,827.

B. GENERAL STATUS OF BURIAL PROJECT
Mr. Sells reported that Phases II and III of the project are scheduled for completion July 2016. Mr. Sells updated the Committee on construction Phases II and III noting:
- The Florida Power and Light Underground Conversion Project for Phases I and II are complete and Comcast will be finalized February 6, 2016.
- The FPL and Comcast conversion projects are ahead of Collier County’s Public Utilities Water Main Replacement Project.
- Mr. Sells is waiting for a third set of preliminary design plans from FPL for Phase IV. 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.

C. VANDERBILT DRIVE LANDSCAPE DESIGN STATUS
Mr. Sells reported Mr. Slabaugh, Landscape Architect, DAS & Associates, is designing a plan for landscaping Vanderbilt Drive and he will distribute the plan to the Committee for review prior to the March meeting.

D. Hart’s Electrical Quotes
Mr. Sells presented five proposals from Hart’s Electrical, Inc. totaling $11,530 to convert power at five locations as part of the Vanderbilt Underground Conversion Project.

Mr. Forman motioned to approve Hart’s Electrical, Inc. proposal’s dated February 1, 2016 and February 4, 2016 in the amount not to exceed $11,530.00 for Florida Power and Light conversion as part of the Vanderbilt Underground Conversion Project at the following locations: 492 Pine Avenue ($2,240.00), 493 Conners Avenue ($2,490.00), 494 Bayside Avenue ($2,490.00), Parking Lot at Bluebill Avenue ($2,350.00) and Hodges Sign at 111th Avenue ($1,960.00). Second by Mr. Weber. Carried unanimously 5 – 0.

VIII. OLD BUSINESS
None

X. NEW BUSINESS
A. Annual Election of Officers
Mr. Sells advised the Board a motion was in order for selection of officers for 2016.

Mr. Forman moved to recommend the officers serving the Vanderbilt Beach MSTU Advisory Committee for 2015 continue to serve for 2016. (Charles Arthur – Chairman, William Sjostrom – Vice Chair). Second by Ms. Miyamoto. Carried unanimously 5 - 0.

B. By Laws
Mr. Sells presented a copy of the Vanderbilt Beach Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee By Laws.
Mr. Sjostrom left the meeting.

Mr. Forman moved to approve the Vanderbilt Beach Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee By Laws. Second by Ms. Miyamoto. Carried unanimously 4 – 0.

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 3:20 P.M.

VANDERBILT BEACH MSTU ADVISORY COMMITTEE

____________________________________
Charles Arthur, Chairman

The minutes approved by the Board/Committee on___________________________, 2016
“as submitted” [____] OR “as amended“ [___].

NEXT MEETING DATE: MARCH 3, 2016 AT 2:00 P.M.
“CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
625 111TH AVENUE, NAPLES, FLORIDA