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

II. ATTENDANCE
Advisory Committee: Charles Arthur – Chairman
William Sjostrom – Vice Chair
Mark Weber
Bruce Forman (Excused)
Gabriella R. Miyamoto

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:
Delete: Item VI. Construction Report, Ray Benza, Hole Montes
Second by Mr. Weber. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES MAY 5, 2016
Mr. Sjostrom moved to approve the minutes of the May 5, 2016 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Weber. Carried unanimously 4 - 0.

V. LANDSCAPE REPORT – GARY GORDEN, COMMERCIAL LAND MAINTENANCE
Mr. Gorden, Commercial Land Maintenance, reported on landscape maintenance noting:
- Sight line interference from landscaping has been addressed.
- Weed issues will be addressed during regular maintenance the week of October 22, 2016.
- Seasonal fertilizer and mulch will not be applied due to construction.

During Committee discussion the following was noted:
- Replacement of landscaping will occur on the tips of the finger streets for areas damaged by excavation work during placement of the conduit.
• Homeowner planting around utility boxes is permitted as long as access is provided to the box.

VI. CONSTRUCTION REPORT – RAY BENZA
This item was deleted from the Agenda.

VII. PROJECT MANAGER’S REPORT – HARRY SELLS
A. BUDGET REPORT for 10/6/2017

Mr. Sells provided an overview on the “Vanderbilt MSTU Budget Report on Fund 143” FY17 dated October 6, 2016 highlighting:

- Ad Valorem property taxes increased 8.66% FY17 to $1,192,800.
- The FY16 millage rate of .5000 was maintained for FY17.
- Investment Interest realized in FY16 totals $29,841.48.
- Operating expense budgeted is $1,964,900 with Expenditures of $1,339,017 leaving a balance excess of $625,882.
- The RWA, Inc. contract in the amount of $10,112 for surveys required for Phase IV construction rolled over to FY17. Execution of three surveys north of Bluebill Avenue is pending final design from Florida Power & Light.
- Mr. Sells will be initiating a request to design landscaping the Conner Park area abutting Vanderbilt Drive.
- The purchase order for Holes Montes for $68,137 will be increased by $100,000.
- Five contractors requested bid packages for the Century Link Network contract. ElectriCom, Inc., the sole responder was awarded the contract in the amount of $347,012.55
- CWSI’s contract expires December 2, 2106 and work is near completion. Mr. Sells will conduct a walk through with the contractor the week of October 15, 2016.
- Mastec North America, Inc. work is complete as far as they can go until FPL approves the construction and schedules activation of the buried network.
- Hart’s Electric purchase order for $13,220 is for utility conversion for three residences and two commercial customers not covered in Mastec’s contract.
- Line 22, Water and Sewer, purchase order of $30,000 is for irrigation on Vanderbilt Drive.

The Committee requested Mr. Sells prepare a financial analysis by street linear foot comparing the total cost of Phase I versus Phases II and III for review during the November meeting.

B. GENERAL STATUS OF BURIAL PROJECT

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

- The conduit installation is complete.
- Two Phase I Vista switches (at the north end of Gulf Shore Drive and the south end by Moraya Bay Beach Tower) require repair at an estimated cost of $10K per switch. Mastec will do the work and estimates three days to complete the work.
• Electrical Conversion
  o A Switching Order for Florida Power & Light to activate power has been written.
  o Holes Montes submitted a stamped set of engineer “as built” drawings to Florida
    Power & Light as required.
  o John Leer, statewide coordinator of all Florida conversions, has requested Staff
    provide additional specifications. **Mr. Sells will accommodate the request if feasible.**
  o FP&L will not process the switching order with additional information pending.

  *Mr. Sells will schedule a meeting with John Lehr of FPL, Michelle Arnold and himself to discuss the project and processing the “switching order.”*

The following was noted during Committee discussion:

• Assumption of financial responsibility for repair of the two Vista switches – MSTU vs.
  the contractor?

  *Mr. Sells stated the Phase I work was completed and accepted by the MSTU; consequently
cost of repair should be absorbed by the MSTU.*

• Are power outages likely during the repair phase of the two switches?

  *Mr. Sells noted it is a planned outage and minimal interruption of service is anticipated.*

C. CENTURY LINK NETWORK BY ELECTRICOM

The Century Link Network Contract in the amount of $347,012.55 has been awarded to
ElectriCom, Inc., the sole responder in the bidding process. The work will commence
October 10, 2016 with an estimated completion time of four months.

D. PHASE IV STATUS

**Mr. Sells** recapped the status of Phase IV Construction from Bluebill Avenue north to Wiggins
Pass Road. The start and completion dates for the Vanderbilt Drive Pathway Project have not
been finalized.

The FPL engineered design for overhead and underground conversion is a schematic. Staff will
be utilizing the schematic to develop construction plans. Some elements of the plan encroach on
private property with no easements. FPL indicates an interest in redoing circuits located on The
Dunes property and converting two 3 loop circuits to two 6 loop circuits.

During Committee discussion the following was noted:

• 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 Centrury Link.

VIII. OLD BUSINESS

A. LANDSCAPE DESIGN – DALE SLABAUGH

**Mr. Sells** distributed a plan by Dale A. Slabaugh and Associates, Landscape Architects, to
landscape the area in Conner Park damaged by Phase II and III construction noting:

• The MSTU is responsible for plant replacement on the curved area.
• The Park area is not being watered.
• The Parks Department must approve the design.
During Committee discussion the following was noted:

- Create a view of the water by removing exotics on the waterway bank.
- A landscape barrier or rails must be incorporated into the design for safety reasons (45 degree bank incline to the water).
- **Mr. Sells** noted the Parks Department is receptive to the MSTU landscaping the space.

The Committee requested **Mr. Sells** commission **Mr. Slabaugh** to create a landscape design and provide a quote for Conner Park and the beach access area. The design should include drought resistant plants, trees and irrigation.

**New Projects**
The Committee introduced four projects for MSTU consideration as follows:

- 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.
  - **Mr. Sells** will research procedure for sidewalk installation on the west side of Gulf Shore Boulevard and report his findings to the Committee.

- Vanderbilt Drive west side landscaping.
  - **Mr. Slabaugh** has presented a plan for this project and **Mr. Sells** recommended funds be allocated for the project.

- Landscaping the Park area at the Northwest corner of Vanderbilt Drive.
  - The Committee has requested **Mr. Slabaugh** expand the proposed design concept for this area and provide a price quote for the project.

**IX. NEW BUSINESS**

A. **Thank you for Charlie Arthur**
   The Committee will discuss this item at a future meeting.

B. **Recommendation to continue member Bill Sjostrum**
   The Committee discussed Mr. Sjostrom’s application for the open position on the MSTU effective from November 14, 2016 to November 13, 2020 noting the contributions he has made to the Committee and his willingness to be reappointed.

   **Mr. Arthur moved to recommend Bill Sjostrom be reappointed to the Vanderbilt Beach M.S.T.U. Advisory Committee. Second by Ms. Miyamoto. Carried unanimously 4 - 0.**

**X. MEMBER COMMENT**
The Committee inquired if the vacancy for **Mr. Arthur**’s position has been advertised in accordance with County policies.

**Mr. Sells** noted the opening has been posted on line and suggested the Committee solicit individuals to apply for the position.
XI. **PUBLIC COMMENT**

None

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:50 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:** NOVEMBER 3, 2016 2:00 P.M.
“CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
625 111TH AVENUE, NAPLES, FLORIDA