I. **CALL TO ORDER:** Mr. Forman called the meeting to order at 2:00 P.M.

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

   Staff: Harry Sells, Project Manager

   Others: Robert Kindelan, Commercial Land Maintenance
   Ray Benza, Hole Montes
   Dale Slabaugh, Dale A. Slabaugh & Associates
   Andy Solis, District 2 Commissioner Elect
   William Arell Harris, Advisory Committee Applicant
   Wendy Warren – Juristaff

III. **APPROVAL OF AGENDA**

   *Mr. Forman moved to approve the Agenda subject to the following change:*

   *Move: Item VII. - Old Business to Item VI.*

   *Move Item VI. – Project Managers Report to Item VII.*

   *Second by Ms. Miyamoto. Carried unanimously 3 - 0.*

IV. **APPROVAL OF MINUTES OCTOBER 6, 2016**

   *Ms. Miyamoto moved to approve the minutes of the October 6, 2016 Vanderbilt Beach MSTU meeting as presented. Second by Mr. Weber. Carried unanimously 3 - 0.*

   *Mr. Arthur arrived.*

V. **LANDSCAPE REPORT – ROBERT KINDELAN, COMMERCIAL LAND MAINTENANCE**

   *Mr. Kindelan, Commercial Land Maintenance,* reported on landscape maintenance noting:
   - Brazilian Pepper has been cleaned out.
   - The purchase order for fertilizer has been received; application date to be determined.
• Residential hedges should be trimmed to five feet in height to comply with Advisory Board code conformance policy.

During Committee discussion the following was noted:
• **Mr. Sells** will resubmit a refurbishment request to Commercial Land Maintenance for landscaping removed on private property during construction.
• A damaged bench was removed from the site at the Anchorage at Vanderbilt.
• The M.S.T.U. maintains hedges originally planted by homeowners before the M.S.T.U. was established. All maintenance is within the County right of way and any code conformance issues will be addressed now that construction is complete.

**Mr. Sells** advised the Committee that Commercial Land Maintenance’s contract expires May 2017 and the service will go out to bid. He will prepare a “scope of work” which will include mowing grass between the sidewalk and the street from north of Immokalee Road to the entrance of the Dunes.

VI. OLD BUSINESS
A. LANDSCAPE DESIGN CONNER PARK – DALE SLABAUGH

**Mr. Slabaugh** distributed a landscape plan for the entire length of the Conner Park area noting:
• An inventory of the existing tree material was documented.
• Fox Tail Palms, Hong Kong Orchids and Royal Poinciana were introduced to the scheme.
• The plan incorporates a coded list with the new specimens numerically designated.
• **Mr. Sells** advised the MSTU is responsible for replacement of plants in the curved area of Conner Park bordered by Vanderbilt Drive and Bluebill Avenue which were removed during construction.

During Committee discussion the following was noted:
• Conner Park, Parks and Recreation Division parcel, is not being irrigated - **Mr. Sells recommended the MSTU not assume responsibility for irrigation.**
• The Parks and Recreation Department is receptive to the MSTU landscaping their portion of Conner Park subject to design approval.
• Committee members expressed concern regarding a landscape investment in an area owned and maintained by the Parks and Recreation Department.
• Drought tolerant plants and trees should be incorporated into the design.
• Conner Park and its sign define the entrance to the Vanderbilt Beach and the community benefits from beautification around the sign and in the area owned by the Parks and Recreation Department.
• The Committee suggested the MSTU landscape to camouflage the utilities.
• Photos demonstrating the deteriorating condition of six benches, two of which have been removed, in addition to a new design option, were distributed for review.

**Commissioner Solis** queried if park area in discussion is within the boundary of the MSTU; **Mr. Sells** confirmed it is. The MSTU can design and landscape the area with the approval of Parks and Recreation.
Mr. Slabaugh noted he has not developed a budget for the scheme presented which includes the east side of Vanderbilt Drive and Conner Park. He shared with the Committee his design proposal is conceptual and he is seeking direction from the Committee to further develop the proposed scheme.

The Committee requested Mr. Sells research the amount of revenue generated from the Beach parking lot and disposition of the funds and report his findings at the December meeting.

Mr. Sells will investigate for presence of irrigation in the area housing the utilities and report his findings at the December meeting.

Mr. Sells will provide quotes to remove overgrown plant material between the beach access walkway and the water for the December meeting.

Mr. Sells estimates benches cost between $500 - $600 to repair or purchase. He will secure prices and style options for presentation at the December meeting.

VII. PROJECT MANAGER’S REPORT – HARRY SELLS

A. BUDGET REPORT FOR 11/3/2016

Mr. Sells provided an overview on the “Vanderbilt MSTU Budget Report on Fund 143” FY17 dated November 3, 2016 highlighting:

- Ad Valorem property taxes increased 8.66% FY17 to $1,192,800.
- Operating expense budgeted is $2,847,104.
- Most of the $1,164,321 in Commitments rolled over from FY16.
- Expenditures YTD total $226,377 leaving an available balance of $1,456,406.41.
- The purchase order balance for Holes Montes for $48,285 and has to be increased by $103,000.
- Estimated cash balance totals $2,751,128.03.

Mr. Forman motioned to approve an increase of $103,000.00 to the Hole Montes Inc. purchase order. Second by Ms. Miyamoto. Carried unanimously 4 – 0.

B. COST OF AERIAL TO UNDERGROUND PROJECT

Mr. Sells distributed a financial analysis by street linear foot comparing the total cost of Phase I versus Phases II and III to the Committee noting:

Phase I

- Total cost for Phase I for 1.801 miles was $3,093,881.46 or $1,717,868.66 per mile.
- Phase I encompassed Gulf Shore Drive, three finger streets and some commercial properties.
- Florida Power & Light performed their services independently for Phase I.
Phase II

- Total cost for Phases II and III for 5.904 miles was $6,569,026.00 or $1,127,141.53 per mile.
- Florida Power & Light granted the MSTU a 25% credit for assuming responsibility for installation of electrical conversion services in Phases II and III.

C. GENERAL STATUS OF BURIAL PROJECT

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

- CWSI (Comcast) was completed October 28, 2016 and service has gone live.
- Electrical Conversion
  - A Switching Order for Florida Power & Light to activate power has been written but not released by FPL.
  - Ms. Arnold and Mr. Sells met with John Leer, statewide coordinator of all Florida conversions, to review status of switching order activation.
  - Holes Montes provided a survey and stamped set of engineer prints to FPL.
  - FP&L requires additional information to process the switching order and activate the conversion.

Committee members volunteered to meet with John Lehr of FPL to discuss expediting processing the “switching order.”

D. CENTURY LINK NETWORK BY ELECTRICOM

The Century Link network installation by Electricom has commenced with an estimated completion time of four months.

E. COMCAST NETWORK BY CWSI

The Comcast network by CWSI was completed October 28, 2016 and service has gone live.

F. 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.

Staff has submitted four design proposals to FPL over a two years period and is waiting for a set of “buildable plans” for Phase IV to proceed with the project.

Collier County is scheduled to begin construction on the first “Greenway Project” bridge the week ending November 12, 2016. It is estimated construction will shut down traffic north of Bluebill Avenue for ten to fourteen months.

During Committee discussion the following was noted:

- MSTU construction for Phase IV should follow behind the County project.
- 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 Century Link.
VIII. NEW BUSINESS

A. Recommendation for New Member William Harris

Mr. Sells distributed Mr. Harris’s application for the vacant position on the Vanderbilt Beach Advisory M.S.T.U. Committee for review.

Mr. Harris presented his background to the Committee noting he has been in a management position for The Dunes for thirteen years and is currently responsible for seven buildings, the Coach homes and the restaurant. He expressed his interest in becoming a member.

Mr. Arthur moved to recommend the Board of County Commissioners appoint Mr. Harris to the Vanderbilt Beach M.S.T.U. Advisory Committee. Second by Mr. Forman. Carried unanimously 4 - 0.

IX. MEMBER COMMENT

None

X. PUBLIC COMMENT

None

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 3:48 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: DECEMBER 1, 2016 2:00 P.M.
“CLAUSSEN FAMILY CENTER” AT ST. JOHN’S CHURCH
625 111TH AVENUE, NAPLES, FLORIDA