

# FOREST LAKES

## ROADWAY AND DRAINAGE M.S.T.U. ADVISORY COMMITTEE 8300 Radio Road - Naples, FL 34104

### MINUTES AUGUST 4, 2020

#### I. CALL TO ORDER

**Chair Fanning** called the meeting to order at 10:00 A.M.  
A quorum of five was present.

#### II. ATTENDANCE

<b>Advisory Committee</b>	Marianne Fanning – Chair Barbara Bell – Vice Chair Richard Barry George Fogg John Goody
<b>Staff</b>	Michelle Arnold – Director (Excused) Dan Schumacher, Collier County – Project Management Rosio Garcia, Collier County – Administrative Assistant
<b>Contractors</b>	Aaron Gross, Ground Zero Landscaping – Grounds Maintenance Wendy Warren, Premier Staffing – Transcription
<b>Community Attendees</b>	Doug Burnham, Quail Run GC – General Manager Rick Korb, Quail Run GC - President

#### III. APPROVAL OF AGENDA

*Ms. Bell moved to approve the Agenda for the Forest Lakes Roadway and Drainage M.S.T.U. subject to the following change:*

*Add: Item VI. Project Managers Report - B. (7) Lighting Report.*

*Second by Mr. Goody. Carried unanimously 4 - 0. (Mr. Barry's audio was not working).*

#### IV. APPROVAL OF MINUTES – MARCH 3, 2020

*Ms. Bell moved to approve the minutes of the March 3, 2020 Forest Lakes Advisory Committee as presented.*

*Page 3, Item VI Project Managers Report, B. Budget, second bullet: from "...Transfers to 111, Line 39, is for Staff salaries.) ...." to ... Transfers to 111, Line 39, are for Staff salaries ...).*

*Second by Mr. Fogg. Carried unanimously 4 - 0. (Mr. Barry's audio was not working).*

#### V. CONTRACTORS REPORTS

##### A. Ground Zero Landscape Maintenance – Aaron Gross

**Mr. Gross** reported on landscape maintenance as follows:

- Community landscaping is doing well.
- Trees were trimmed.
- Herbicide was selectively applied.
- Pruned Brazilian Pepper tree and overhanging branches on the southwest corner of the canal opening; power line crews removed dead debris.
- Swales are in good condition because of drier weather conditions.

*Mr. Fogg extended his appreciation to Mr. Gross for maintaining the fenced area by the golf course maintenance building, including spraying of the invasive potato vine.*

### **Perimeter Street Planting**

**Mr. Schumacher** contacted residents in 2019 to provide them an opportunity to have trees destroyed in Hurricane Irma re-planted in their respective Right of Way (ROW).

Property owners on the west side of Forest Lakes Boulevard at Jimpson Lane requested trees be planted abutting their property.

**Mr. Gross** suggested a native variety of the Desert Cassia tree, displaying yellow flowers spring and fall, be planted, noting all trees recommended by Scott Windham, Windham Studio, Inc., on the *Sidewalk Tree Project Replacement Plan*, estimated cost \$145.00 for the twenty-five (25) gallon size.

During Committee discussion the following was addressed:

- The purpose of tree planting in the Right of Way (ROW) is to provide shade sidewalk areas.
- The photo caption tree description stated the tree grows to ten (10) feet.
- Two (2) ornamentals and one (1) shade tree in two (2) designated Right of Ways (ROW) will be planted for a total of six (6) trees.
- Ground Zero Landscaping provided an estimate for the project: in accordance with County policy contractors invoice actual material and labor hour costs for projects.

*Mr. Schumacher will review species selection with Mr. Fogg on behalf of the Committee prior to tree planting during the rainy season.*

*Mr. Fogg motioned to approve Ground Landscaping, Inc.'s proposal in the amount of \$2,331.90 to install six trees, species to be determined, on the west side of Forest Lakes Boulevard at the intersection of Jimpson Lane. Second by Ms. Bell. Carried unanimously 4 – 0 (Mr. Barry's audio was not functioning).*

## **VI. PROJECT MANAGERS REPORT**

### **A. Budget Report**

**Mr. Schumacher** presented the “*Forest Lakes MSTU Fund 159, dated August 4, 2020*” for FY-20:

- FY-20 Ad Valorem property tax revenue budget is \$295,800.00, an increase of 4.14%.
- Total revenue FY20 is \$525,243.00 including carry forward transfers and contributions (minus a 5% reserve of \$14,800).
- Operating Expense Budget is \$173,900.00 of which \$26,064.42 is committed; \$79,869.17 expended.
- Unencumbered Operating Expense funds available are \$67,987.38.
- Tree planting will be funded by Operating Expense, Line 36.
- The Capital Outlay balance remaining of \$155,848.00 reflects an expenditure of \$15,565.00 to Lykins-Signtek for Roadway Signage; remaining Purchase Order balance is \$2,030.00.
- Improvement General Funds, Line 37, are available to finance special projects or operating expense shortages with a budget amendment approved by the Board of County Commissioners.

- Transfers to 111, Line 39, are for Staff salaries.
- Budget Transfers from Appraiser and Tax Collector, Lines 41 and 42, are fees billed by the appropriate entities.
- Unallocated budget funds are credited to Capital Outlay.
- Reserves of \$113,400.00, line 45, are adequate.
- Total available balance is \$338,636.60.

*The Forest Lakes MSTU FY-21 budget is effective October 1, 2020. Unexpended funds from Operating Expenses and the Capital Outlay category will “roll-over” to the FY-21 budget. Purchase Order requests for FY-21 will be submitted.*

*Upon termination of the bond payments in 2022, capital maintenance projects for 2023 will be considered. Quotes are being solicited for major projects such as roadway resurfacing and golf course swale drainage.*

## **B. Status Report**

### **1. Roadway Signage**

- A street sign, omitted from the roadway signage project executed by Lykins-Signtek, will be installed on Woodshire Lane and Forest Lakes Boulevard.
- A picture was submitted, and recommendations requested, from the Road Maintenance Division for methods to curb violations of the “no left turn” policy onto Woodshire Lane from Pine Ridge Road.
- The Division is researching placement of a flexible “fan shaped” post, similar in concept to bollards, currently used in the County to deter violations.

*Mr. Schumacher will update the Committee on Traffic Operations recommendations at the September meeting.*

### **2. Cable Fence Repair**

Alternative construction options to the quote received from Arc Tech Construction Services, LLC to repair to five (5) Cable fences abutting Quail Run lakes are being researched.

Based on Mr. Gross’ suggestion of sea wall pilings as an option, he and Mr. Schumacher will visit Decks & Docks Lumber Company to research pressure treated wood pilings to replace the concrete posts.

*Mr. Schumacher will present a quote from Decks & Docks for the wood pilings at the September meeting.*

### **3. Staff Gauges: Survey & Install**

Gauges at the outfall of Lake #5 and Lake #15 (near the tennis courts between the Emerald Greens and Fairways condominiums) are being monitored.

- Photographs taken after the June 13, 2020 rain event were distributed. The June 13<sup>th</sup> reading recorded 4.7 feet; June 15<sup>th</sup> 2.1 feet indicating the water had receded to a normal level.
- The data collected will be shared with the Stormwater Management Division.

#### 4. Irrigation Controller

**Mr. Schumacher** reported the stand-alone irrigation controller on the entry side of Forest Lakes Boulevard, across from the club house parking lot failed. The Motorola system utilizes outdated technology and replacement cost is in the \$700.00 to \$800.00 range.

Consistent with other MSTU's, the controller was upgraded to HydroPoint and a flow meter was installed. HydroPoint features:

- Ability to test system electronically vs. manually.
- A Cloud based flow optimization centralized control system with communication via cell phone and the Internet.
- WeatherTRAK delivers accurate site-specific Evapotranspiration (ET) data daily.
- The company can retrofit the existing system with better controllers.
- Staff and the landscaping contractor can program and test the system.
- Supplies are available through a local dealer.

**Mr. Schumacher will:**

- Send Mr. Fogg the HydroPoint specifications.
- Include the specifications in the September meeting information.

#### 5. Sidewalk Repairs

Bonness Inc. evaluated the condition of the sidewalks from Woodshire Lane to Forest Lakes Boulevard and identified thirty (30) slabs which posed trip and/or safety hazards.

**Mr. Schumacher** will issue a Notice-to-Proceed to Bonness Inc. in the next few weeks for replacement of the sidewalk slabs in accordance with County standards.

#### 6. Street Trees – Quote

This item was addressed under Contractor Reports; #V.

#### 7. Lighting Report

**Mr. Schumacher** conducted a drive through of the area and identified fifteen (15) lamp outages. He will verify the lamp outage in the Woodshire Lane vicinity reported by Mr. Fogg is on the replacement list and authorize Hart's Electric to replace the lights.

A breaker on the north side of Forest Lakes Boulevard was repaired week ending August 1<sup>st</sup>.

### VII. NEW BUSINESS

**Mr. Schumacher** reported Mettauer Environmental replaced the motor on the fountain in Lake #14 on August 3, 2020.

### VIII. ONGOING BUSINESS

#### A. Stormwater Pipes & Easements

**Mr. Schumacher** reported:

- Purchase Orders from 2003, 2004 and 2005 appear to indicate that drain pipes were installed by Kyle Construction under an umbrella contract through the Public Utilities Division (PUD).
- MSTU minutes from the time indicated “written permission only” was required, not easements.

## MINUTES

- Shenandoah Construction performed scoping and clean out service for Forest Lakes in 2010 and 2015.
- The Stormwater and Road Maintenance Divisions nominally recommend drainpipe scoping every five years.
- On verification of stormwater pipe locations, **Mr. Schumacher** will consult with Shenandoah Construction and solicit a quote for the this service.

*Mr. Schumacher will continue to research maps identifying stormwater pipes in the community and update the Committee on his findings.*

### IX. PUBLIC/BOARD COMMENTS

#### Weir Maintenance

**Mr. Schumacher** inspected the weir and did not notice any accumulation of debris.

#### Mr. Korb queried on the status of former Agenda items.

##### 1. Public Meeting – Prune Australian Pines

The public meeting scheduled for March 25, 2020 to solicit community feedback on a proposal to change the M.S.T.U. Ordinance to include trimming of the Australian Pines was cancelled due to the Coronavirus pandemic.

The Committee will be in a better position in fall 2020 to evaluate assumption of additional financial responsibilities upon completion of a review of long term maintenance costs now underway by Staff.

*Mr. Schumacher will solicit feedback on avenues available to stage a public meeting remotely.*

##### 2. Lake #18 Water Quality

- The first test of the water in Lakes #18 and #15 was conducted by SWFL Water Testing in March 2020.
- At that time, SWFL assessed that adding an aerating fountain in Lake #18 would provide only marginal benefit, if any.
- A second test is planned in the August/September timeframe.

*Mr. Schumacher will schedule a second test, compare results to the initial reading and report the findings to the Committee.*

### X. ADJOURNMENT

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:37 A.M.*

#### NEXT MEETING:

SEPTEMBER 1, 2020 - 10:00 A.M.  
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE  
1058 FOREST LAKES DRIVE, NAPLES, FL 34105  
(239) 261-5497

MINUTES

**FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE**

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**Marianne Fanning, Chair**

The Minutes were approved by the Committee on \_\_\_\_\_, 2020 as presented \_\_\_\_\_, or as amended \_\_\_\_\_.