

FOREST LAKES

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

MINUTES

SEPTEMBER 1, 2020

(via ZOOM remote access)

I. CALL TO ORDER

Chair Fanning called the meeting to order at 10:00 A.M.

A quorum of four was present.

II. ATTENDANCE

Advisory Committee

Marianne Fanning – Chair

Barbara Bell – Vice Chair

Richard Barry

George Fogg

John Goody

Staff

Michelle Arnold – Director (Excused)

Dan Schumacher, Collier County – Project Management

Rosio Garcia, Collier County – Administrative Assistant

Contractors

Aaron Gross, Ground Zero Landscaping – Grounds Maintenance

Wendy Warren, Premier Staffing – Transcription

Community Attendees

Doug Burnham, Quail Run GC – General Manager

Rick Korb, Quail Run GC - President

III. APPROVAL OF AGENDA

Mr. Goody moved to approve the Agenda for the Forest Lakes Roadway and Drainage M.S.T.U. as presented. Second by Ms. Bell. Carried unanimously 4 - 0.

Mr. Barry joined the meeting. A quorum of five was present.

IV. APPROVAL OF MINUTES – AUGUST 4, 2020

Ms. Bell moved to approve the minutes of the August 4, 2020 Forest Lakes Advisory Committee subject to the following changes:

- *Page 2, Item V-A Contractors Reports, Perimeter Street Planting, bullet four: from “...Ground Zero Landscaping provided an estimate for the project: in accordance with County policy contractors’ invoice actual material and labor hour costs for projects.) ...,” to ... Ground Zero Landscaping provided an estimate for the project. **In** accordance with County policy contractors’ invoice actual material and labor hour costs for projects....)”*
- *Page 2, Motion: from “...Mr. Fogg motioned to approve Ground Landscaping, Inc.’s proposal) ...,” to ... Mr. Fogg motioned to approve Ground **Zero** Landscaping, Inc.’s proposal....)”*

Second by Mr. Barry. Carried unanimously 5 - 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- Community landscaping is doing well.
- Trees canopies were lifted.
- Herbicide was sprayed to the area by the back fence.
- Fertilizer will be applied in the fall season.

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).

Two property owners on the west side of Forest Lakes Boulevard at Jimpson Lane initially requested trees be planted abutting their property. *Final installation confirmation was received from one of the two owners.*

Three trees, two (2) Crape Myrtles and one (1) Poinciana, were planted in the designated Right of Way (ROW).

Ground Zero Landscaping provided an estimate to plant six (6) trees approved by the Committee on August 4, 2020. In accordance with County policy, Ground Zero Landscaping will invoice actual material and labor hour costs for the planting of three (3) trees.

Swale Maintenance

The Committee queried on swale mowing guidelines noting the swale bordering the second hole of the Quail Run course was only maintained to the middle of the swale on the golf course side; the Forest Lakes Boulevard side is maintained by the condo association.

Mr. Schumacher noted the bottom of the swale should be mowed and will review maintenance with Mr. Gross.

VI. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the “Forest Lakes MSTU Fund 159, dated September 1, 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 \$38,889.42 is committed; \$88,559.99 expended.
- Unencumbered Operating Expense funds available are \$46,450.99.
- Bonness, Inc.’s Purchase Order was increased to accommodate sidewalk repair costs.
- 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 \$317,100.21.

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. The millage rate will be reviewed on completion of bond payments.

B. Status Report

1. Roadway Signage

- A resident noted the intersection of Woodshire Lane and Forest Lakes Boulevard did not have a street sign. An annotated proof for the sign was submitted to Lykins. Installation is anticipated by the end of September.
- 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 Committee observed installation of new signage at the Woodshire Lane entry/exit to the Pine Ridge Crossings shopping center.

Mr. Schumacher will update the Committee on Traffic Operations recommendations on options to enforce the “no left turn” policy at the October 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 were discussed. Defective parts of the fence only will be repaired/replaced. Members noted a preference for both fence ends to be of similar style for aesthetic reasons.

Nautical Pilings

Sea wall pilings with an estimated life span of ten (10) years are an option. Pressure treated wood pilings from Decks & Docks will be researched as a replacement alternative to concrete posts.

Vinyl Post Sleeves

The Verandas at Quail Run utilized replacement concrete posts with exterior vinyl sleeves. This method of refurbishment was introduced for consideration.

Mr. Schumacher will obtain data on fence post repair alternatives including soliciting information from The Verandas at Quail Run Board of Directors on the posts they utilized.

3. Sidewalk Repairs

Bonness Inc. replaced fifteen (15) sidewalks slabs from Woodshire Lane to Forest Lakes Boulevard which posed trip and/or safety hazards and ADA (Americans with Disabilities Act) mats.

Mr. Schumacher will evaluate sidewalk conditions with Bonness, Inc. semi-annually in accordance with County standards.

4. Street Trees

This item was addressed under Contractor Reports; #V.

5. Irrigation Controller - Specification

Mr. Schumacher distributed specifications for the HydroPoint irrigation system installed on the entry side of Forest Lakes Boulevard, across from the club house parking lot.

The upgraded HydroPoint controller and flow meter, with two (2) year warranty, replaced the Motorola stand-alone controller and features:

- Ability to test system electronically vs. manually.
- A Cloud based flow optimization control system with communication via cell phone and the Internet.
- Accurate site-specific Evapotranspiration (ET) data daily via WeatherTRAK.
- Staff and the landscaping contractor access to system programming and testing.
- Local dealer supply replenishment.

Lighting Report

A Notice-to-Proceed was issued to Hart's Electrical to replace fifteen (15) to sixteen (16) lamp outages.

Mr. Schumacher will conduct a monthly drive through to systemize the status of the lights.

VII. NEW BUSINESS

None

VIII. ONGOING BUSINESS

A. Stormwater Pipes & Easements

Ms. Arnold has directed Staff to identify all M.S.T.U. assets and projected costs for maintenance, refurbishment, or replacement of these assets in coming years. M.S.T.U. financial investments must benefit the entire community. The project is slated for completion fall 2020.

Additional responsibilities or duties will be determined including drainpipe maintenance in the community. Private property owner versus condo association versus M.S.T.U. assets will be established. A determination will be made on the responsibility for the developer installed assets such as piping.

IX. COMMITTEE MEMBER / PUBLIC COMMENTS

None

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 10:52 A.M.

NEXT MEETING:

**OCTOBER 6, 2020 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES, FL 34105
(239) 261-5497**

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

Marianne Fanning, Chair

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