

FOREST LAKES

**ROADWAY AND DRAINAGE M.S.T.U.
ADVISORY COMMITTEE**
3299 East Tamiami Trail - Suite 103, Naples, FL 34112

MINUTES

MARCH 5, 2019

I. CALL TO ORDER

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

II. ATTENDANCE

Advisory Committee	Marianne Fanning – Chair Barbara Bell – Vice Chair Richard Barry George Fogg John Goody
Staff	Michelle Arnold – Director (Excused) Dan Schumacher - Project Manager
Contractors	Scott Hane - Ground Zero Landscaping Wendy Warren – Premier Staffing
Community Attendees	Doug Burnham – GM, Quail Run GC Rick Korb – President, Quail Run GC Gregory Pollock - Resident

III. APPROVAL OF AGENDA

Mr. Fogg moved to approve the Agenda as presented. Second by Ms. Bell. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES – February 5, 2019

Mr. Fogg moved to approve the minutes of the February 5, 2019 Forest Lakes Advisory Committee meeting as presented. Second by Mr. Goody. Carried unanimously 5 - 0.

VI. CONTRACTORS REPORTS

A. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- The Bougainvillea's were trimmed.
- Landscaping by the back fence was pruned.

VII. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, March 5, 2019*” for FY-19 noting:

- FY19 Ad Valorem property tax revenue budget is \$278,900.00, an increase of 6.18%.
- Total revenue FY18 is \$444,027.00 including investment interest, transfers and contributions (minus a 5% reserve of \$14,000).
- Operating Expense Budget is \$178,027.00 of which \$85,787.50 is committed; \$28,572.19 expended.
- Unencumbered Operating Expense funds available are \$63,667.31.

MINUTES

- Mettauer Environmental performed routine lakes maintenance and treated aquatic weed vegetation in Lake 14.
- The Capital Outlay budget balance of \$147,105.00, Line 35, will finance special projects including tree, fencing and light pole replacement/repair and roadway signage.
- Reserves of \$23,100.00, line 42, are adequate.
- Upon payment of the existing bond in 2022, capital maintenance projects such as drainage, sidewalks and street paving will be considered.
- Total available balance for FY-19 is \$294,732.04.

B. Status

1. Fence repairs – County contract is on the 3/12 BCC Agenda for approval.

Woodshire Lane

Bid Sync

- The County has implemented “BidSync,” an internet-based quote solicitation system.
- Project specs and requirements for “Bid Sync” are entered on line with a quote thresh hold of \$50,000 or less. Replies are due in seven to ten days; contract is awarded to a qualified bidder based on the criteria.

County Contract

- The *Invitation to Bid* for a County Fencing Installation & Repair Services contract is on the Board of County Commissioners (BCC) March 12, 2019 Agenda for approval.

Mr. Schumacher anticipates an estimated project commencement date of April 2019.

2. Light Pole Replacement – #156.

A quote has been requested from Hart’s Electrical to replace a light pole on Forest Lakes Blvd in front of Turtle Lake Golf Colony condominiums.

C. Procurement

1. PO’s Requested: n/a

A Purchase Order for Florida Fountains for repositioning the fountain in Lake 9 will be reflected in the March budget.

2. PO’s Issued:

None

D. Light Pole Number Duplicates – replacement numbers.

Decals for light pole renumbering on the north side of Forest Lakes Boulevard will be installed, between Quail Forest and Woodshire Ln. Options are being considered for residue removal and camouflaging of existing numbers in preparation for installation.

Mr. Schumacher will update the map identifying the street light number designations.

E. Perimeter Tree Replacements – Committee On-Site Review, plus FLB entrance.

Mr. Schumacher distributed a revised version of the Sidewalk Trees list designating the location, position and quantity of replacement trees in respect to the 2013 landscape design plan.

Updates to the original list are:

1. Light pole numbers with a blue box indicate roadside irrigation is present.
2. The 2018 column in yellow identifies trees recommended by Windham Studios.
3. The Reco column identifies replacement trees recommended by the Committee.
4. X indicates “do not replace.”

5. R signifies tree removal.
5. Total number of trees recommended for replacement is 34 – 40.

Golf Course Parking Lot Trees

The Committee recommended three trees bordering the golf course parking lot on Forest Lakes Boulevard be included in the planting renovation project.

Mr. Schumacher will:

- Add two columns to the Task List to record final tree selection and container size requirement.
- Request a Quote from Ground Zero Landscaping for the project.
- Review the segment by the fence line for planting consideration.

Species selection will be addressed at the April 2019 meeting with the goal of planting the trees in May or June.

VIII. NEW & ONGOING BUSINESS

A. Quail Run GC – MSTU Funds from the MSTU for golf course drainage.

Mr. Korb, President, Quail Run Golf Club, reported:

- A nine-member Quail Run committee formed to identify long-term infrastructure items for partnership with the M.S.T.U. is evaluating golf course modifications to improve water flow and reduce ponding in the Forest Lakes community.
- The Committee, with approval of the Quail Run Golf Club Board of Directors, intends to present the proposed plan for the golf course to the M.S.T.U. Committee in May.
- Landscape beautification will be integrated into the design; however, water retention and improved drainage are the primary goals.
- The project would be considered after the bond payments are completed in 2022.

Mr. Schumacher will consult with ABB (Agnoli, Barber & Brundage) about a Scope of Work proposal after the Quail Run plan is received.

B. Roadway Signage: Stop, Street Name and Traffic Signs.

Mr. Schumacher distributed the “Traffic Sign bid schedule” to be advertised on BidSync, the county’s internet-based quote solicitation system. Upon award to the lowest qualified bidder, quantities will be confirmed, and signs ordered for installation. Funds for the project were approved by the Committee on October 2, 2018.

C. Stormwater Drainage piping maps.

Mr. Schumacher has located some, but not all, maps identifying locations of stormwater pipes in the community.

IX. OLD BUSINESS

A. MUTCD object distance from roadway standard.

Mr. Schumacher reported the MUTCD’s setback requirement for encumbrances to roadways is fifteen (15) to twenty (20) feet and will forward the information to Forest Lakes Condominium Association management.

B. Lake Retaining Wall Cable Fences.

Two cable fences on Lakes 2 and 7, respectively, are sagging and need repairs. **Mr. Schumacher** will verify the entity responsible for repairs and report his findings to the Committee.

X. PUBLIC COMMENTS

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:10 PM.

NEXT MEETING:

**APRIL 2, 2019 - 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 _____ 2019, as presented _____, or as amended _____.