

# FOREST LAKES

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

## AGENDA

**February 7, 2023**

**I. CALL TO ORDER**

**II. ATTENDANCE**

**Advisory Committee:**

**Marianne Fanning – Chair (4/21/2026)**

**John Goody (4/21/2023)**

**Barbara Bell – Vice Chair (4/21/2023)**

**Greg Pollock (4/21/2026)**

**George E. Fogg (4/21/2024)**

**Staff:**

**Michelle Arnold – Director**

**Dan Schumacher – Project Manager**

**Contractor(s):**

**Aaron Gross – Ground Zero Landscaping**

**III. APPROVAL OF AGENDA**

**IV. APPROVAL OF MINUTES – [JANUARY 10, 2022](#)**

**V. CONTRACTOR REPORTS**

**A. Ground Zero Landscaping – Aaron Gross**

**VI. PROJECT MANAGERS REPORT – Dan Schumacher**

**A. [BUDGET REPORT](#)**

**B. ELECTION OF OFFICERS**

**C. COMMITTEE SEATS – two (2) expiring in April**

**D. Lakes Maintenance – Mettauer Environmental**

**1. Lakes 15 & 16 Vegetation**

**VII. ONGOING BUSINESS**

**A. Woodshire Fence Damage**

**B. Ian Traffic Sign(s) Damage**

**VIII. NEW BUSINESS**

**A. LAKES MAINTENANCE - Request-for-Quotes**

**IX. PUBLIC COMMENTS**

**X. ADJOURNMENT**

**NEXT MEETING**

**MARCH 7<sup>TH</sup>, 2023 - 10:00 AM**

**FOREST LAKES CONDO ASSOCIATION CLUBHOUSE**

**1058 FOREST LAKES DRIVE, NAPLES, FL 34112**

**(239) 261-5497**

# FOREST LAKES

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

### MINUTES JANUARY 10, 2023

#### 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 George Fogg John Goody Greg Pollock
<b>Staff</b>	Michelle Arnold – Director (Excused) Dan Schumacher – Project Manager Rosio Garcia – Operations Coordinator (Excused)
<b>Contractors</b>	Aaron Gross - Ground Zero Landscaping Wendy Warren - Premier Staffing (Transcription)
<b>Public Attendees</b>	Patrick Bernal – Resident Paul Carletta - Resident Chris Huska - Resident Kathy Thomson – Resident Stacie Young – Resident

#### III. APPROVAL OF AGENDA

*Mr. Fogg moved to approve the January 10, 2023 Agenda of the Forest Lakes Roadway and Drainage M.S.T.U. Second by Mr. Pollock. Carried unanimously 5 - 0.*

#### IV. APPROVAL OF MINUTES – December 6, 2022

*Mr. Fogg moved to approve the minutes of the December 6, 2022 meeting as amended:*

Page 1, Item V.A. Contractor Reports, Bullet 5: from “... Invasive vines encroaching on the rear fence on Woodshire Lane were sprayed with herbicide.) ...,” to ... Invasive vines encroaching on the fence on Woodshire Lane were sprayed with herbicide ...).”

Page 2, Item V.A. Contractor Reports, Bullet 2: from “... Debris piled by Emerald Greens Condominiums between the fence and the road was removed by Big Cypress Landscaping – County contracted equipment was unable to access debris under some trees.) ...,” to ... Debris piled by Emerald Greens Condominiums was removed by Big Cypress Landscaping at Emerald Greens Condominiums expense ...).”

*Second by Ms. Bell. Carried unanimously 5 - 0.*

#### V. CONTRACTOR REPORTS

##### A. Ground Zero Landscaping – Aaron Gross

- The community landscape is in satisfactory condition.
- Routine pruning was performed.

The Committee discussed:

- Pine needles on the sidewalk along Woodshire Lane need to be cleaned up.
- Clusia is a hardy, native specimen for hedges.
- Royal palm fronds are removed weekly, bi-weekly if a crew is on the premises. Weather conditions contribute to falling fronds.
- Mr. Schumacher will relocate the fallen sign from the grass to the mulched area.

Resident Comment

Ms. Thomson reported some Geiger trees in the vicinity of Gardenia Lane are not doing well, noting sparse foliage and absence of flowers. Pictures of the trees were available.

Mr. Gross noted the Geiger trees, selected for their flower color, are semi-deciduous, grow slowly and are not intended as canopy trees.

*Mr. Schumacher will evaluate the trees and identify specimens for potential replacement during the summer months.*

**VI. PROJECT MANAGERS REPORT**

**A. Budget Report**

Forest Lakes MSTU Fund Budget 159 dated January 10, 2023

- The FY-23 Millage rate remains constant at 4.0 mills.
- Current Ad Valorem Tax, Line 1, is \$1,031,200.00; an increase of 13.22% over FY-22.
- Transfers and Contributions, Line 11, are \$950,656.25; a carryover of unexpended FY-22 funds (minus 5%).
- Total Revenue, Line 12, is \$1,984,856.25, including investment interest, transfers, and contributions.
- Purchase Orders: (Contractors)
  - Agnoli, Barber & Brundage - Swales Survey Data Analysis.
  - Ground Zero Landscaping –
    - Incidentals is for landscape refurbishment and miscellaneous.
    - Grounds Maintenance includes irrigation repairs and swale maintenance.
  - Hart’s Electrical – Electrical Maintenance & Repair.
  - Mettauer Environmental – Routine Lakes Maintenance and Repairs.
  - Premier Staffing – Transcription Services.
  - Shenandoah General Construction – Stormwater Pipe Cleaning.
  - SiteOne Landscape Supply – Irrigation Parts & Pumps.
- Operating Expense, Line 30, is budgeted at \$230,956.25; with current Commitments of \$77,250.39, Expenditures of \$60,664.41, and a Budget Remainder (unspent operating funds) of \$93,118.12.
- Transfer to the Property Appraiser, Line 31, in the amount of \$8,500.00, is for computation of M.S.T.U. Ad Valorem data for the tax rolls.
- Transfer to the Tax Collector, Line 32, in the amount of \$23,500.00, is for collection of M.S.T.U. millage as part of the annual County tax bill, currently 4.0 mills.
- Transfer to Fund 111, Line 34, in the amount of \$63,300.00, is for M.S.T.U. Staff salaries and accrued County overhead related to M.S.T.U. operations.
- Reserves, Line 38, in the amount of \$1,658,600.00, designates two categories, Line 36, in the amount of \$1,258,600.00, for anticipated Maintenance and Capital projects in future fiscal years and Line 37, in the amount of \$400,000.00, for roadway paving.

- Total Budget, Line 39, lists FY-23 M.S.T.U. budgeted funds at \$1,984,856.25; with tabulated Commitments of \$77,250.39, Expenditures of \$81,819.44, and a Budget Remainder (total unspent funds) of \$1,825,863.09. The Budget amount of \$1,984,856.25 does not change during the fiscal year.

**Mr. Schumacher** has noted:

- FY-23 millage rate of 4.0 is necessary to accumulate funds to fund maintenance of community assets, such as roadway paving and drainage projects, as identified in the Capital Asset Plan updated annually.
- A budget amendment to finance long-term projects, consistent with the M.S.T.U. ordinance, may be requested upon recommendation by the Advisory Committee and approval by the Board of County Commissioners (BCC).
- Fund 159 is exclusive to the Forest Lakes M.S.T.U. and cannot be utilized by outside entities.

The Committee noted:

- The Ad Valorem tax dollar increase for FY-23 over FY-22 of 13.22% translates into tax revenue.
- For 2022, the maximum increase on the assessed value of a *Homestead* property in Florida has been capped at 3% by the Florida Department of Revenue (FDOR).

**Mr. Schumacher will:**

- Verify the number of taxable units in Forest Lakes, based on data provided by the County property appraiser, and present his findings at the March meeting.
- Present an updated Asset Management Plan report to identify life expectancies of community assets and corresponding expenditure projections to fund these maintenance needs at the March or April 2023 meeting.

## **B. Lakes Maintenance – Mettauer Environmental**

Issuance of a Purchase Order in the amount of \$3,000.00 in October 2022 has enabled Mettauer Environmental to perform routine maintenance.

**Mr. Schumacher** will issue a bid solicitation for Lakes Maintenance, including both aquatic weed control and fountain/aerator maintenance, for a quick quote. The Request for Quote (RFQ) requires bids from three (3) qualified contractors. A Purchase order for one (1) or more years should be issued by the end of February.

### 1. Lakes 15 & 16 Vegetation.

- Hydrilla, an invasive aquatic plant species, will be chemically treated in lakes 15 and 16 by Mettauer during the January maintenance cycle.
- Mettauer anticipates two (2) or three (3) treatments will be required to eradicate the growth.

### 2. Alternative Control Method.

**Mr. Schumacher** reported:

- Mr. Pollock provided information on controlling Hydrilla growth by introducing “grass eating carp” into the lakes.

- A supplier was contacted to gather information on pricing, transportation, etc.
- The Florida Fish and Wildlife Conservation Commission (FWC) requires installation of “fish gates” at the entrances and exits in the lakes.
- Inquiries were sent to the Road Maintenance Division to determine if the County has experience with the use of carp fish for weed control.
- The proposal will be researched and evaluated further.

*A committee member noted the chemical application appears to have deterred growth of the Hydrilla in some locations.*

## **VII. ONGOING BUSINESS,**

### **A. Woodshire Fence Damage (Trees)**

**Mr. Schumacher** reported:

- Carter Fence Company, Inc. and Century Fence Co., Inc., both County contractors, submitted cost proposals to repair three (3) sections of the Woodshire Lane fence, damaged during a recent storm.
- Cost quote formats are being standardized to enable an accurate comparison of the proposals.
- The repair does not require a permit.
- A vendor will be selected by Staff to perform the repairs by the end of February 2023.

#### Naples Bath and Tennis

- **Mr. Schumacher** designated an area of the Woodshire Lane fence with green tape and requested the landscaping contractor hired by Naples Bath and Tennis trim the branches hanging over and/or potentially falling on the fence be removed. A resolution is pending.

### **B. Ian Traffic Sign(s) Damage**

**Mr. Schumacher** reported:

- Eleven (11) signs and one (1) street name sign were damaged during Hurricane Ian.
- Most signs can be re-set, some need new poles.
- Lykins-Signtek will be awarded the contract to re-set the poles based on a cost quote under \$3,000.00.
- Signs qualifying to be reset will be scheduled for January – February 2023.
- Signs which require a new pole and the street sign on Azalea Lane will be addressed under a separate contract.

## **VIII. NEW BUSINESS**

### Sidewalk Repairs

**Mr. Fogg** reported a sidewalk slab on Woodshire Lane posed a trip hazard. A “trip hazard” is defined as a variance of three quarter ( $\frac{3}{4}$ ) inches or more between two slabs.

**Mr. Schumacher** will walk the perimeter to determine the condition of community sidewalk slabs; mark qualifying variances with paint and notify the Road Maintenance Division to schedule grinding down of slabs.

### Roadway Signage

Drivers violating the “no left turn” sign on Woodshire Lane at the entrance/exit from the Pine Ridge Crossings shopping center are creating a *Safety Hazard*.

*Mr. Schumacher will consult with Traffic Operations to solicit an opinion on effective enforcement of the “no left turn” policy on Woodshire Lane.*

#### Woodshire Lane Street Light Outage

Multiple streetlamp outages were reported on Woodshire Lane.

*Mr. Schumacher will investigate and take action to remedy the outage.*

#### Roadway Paving

A report highlighting roadway paving conditions in the community was submitted to Mr. Schumacher based on observations by Mr. Bernal. Mr. Pollock also commented on his findings of roadway sections in need of repair.

**Mr. Schumacher** met with Mr. Molloy, Preferred Materials to evaluate the condition of community paved roads.

- Generally, overall roadways have two (2) to three (3) years useful life.
- The valley gutter/roadway on Woodshire Lane sank because of a large tree root growing under the pavement.
- Mr. Molloy recommended consulting an agronomist to determine if the above referenced tree root can be severed without damaging the tree.
- On removal of the tree root, the area would be excavated and repaved.
- Preferred Materials will submit a cost quote to excavate and repave a section of the road including the area with the tree root.
- The cost of the repairs to the concrete gutters abutting the roadway will be determined and the work performed by a specialty contractor.
- The Asset Management Plan’s original date for selecting segments for roadway paving was 2023.
- A cost proposal prepared by Preferred Materials for roadway repaving will be submitted at the February 2023 meeting.

## **IX. PUBLIC COMMENTS**

### Traffic Calming

A resident expressed concern regarding speed rates of vehicles turning left along Woodshire Lane to Pine Ridge Road. Calming solutions suggested included:

- Speed bumps
- Traffic Logix Radar Signs

*Mr. Schumacher noted calming devices such as Traffic Logix Radar Signs, have not been an effective solution to speed reduction.*

## **X. ADJOURNMENT**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:30 A.M.*

MINUTES

**NEXT MEETING:**

**FEBRUARY 7, 2023 - 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 \_\_\_\_\_, 2023 as presented \_\_\_\_\_, or as amended \_\_\_\_\_.

**FOREST LAKES M.S.T.U.**

**Fund 159**

**February 7, 2023**

	<b>FY-23</b>	<b>Vendor</b>	<b>Item</b>	<b>PO#</b>	<b>Budget</b>	<b>Commitments</b>	<b>Expenditures</b>	<b>Budget Remainder</b>
1	CUR AD VALOREM TAX				\$ (1,031,200.00)	\$ -	\$ (890,680.94)	\$ (140,519.06)
2	OVERNIGHT INTEREST				\$ -	\$ -	\$ (3,944.15)	\$ 3,944.15
3	INVESTMENT INTEREST				\$ (3,000.00)	\$ -	\$ (1,760.81)	\$ (1,239.19)
4	INTEREST TAX COLL.				\$ -	\$ -	\$ (510.84)	\$ 510.84
5	<b>REVENUE STRUCTURE</b>				<b>\$ (1,034,200.00)</b>	<b>\$ -</b>	<b>\$ (896,896.74)</b>	<b>\$ (137,303.26)</b>
6	TRANS FROM 259				\$ (38,500.00)	\$ -	\$ -	\$ (38,500.00)
7	TRANSFER FROM PROPERTY APPR.				\$ -	\$ -	\$ (599.52)	\$ 599.52
8	CARRY FORWARD GENERAL				\$ (912,800.00)	\$ -	\$ -	\$ (912,800.00)
9	CARRY FORWARD OF ENCUMB AMT				\$ (51,256.25)	\$ -	\$ -	\$ (51,256.25)
10	NEG 5% EST REV				\$ 51,900.00	\$ -	\$ -	\$ 51,900.00
11	<b>TRANSFERS &amp; CONTRIB</b>				<b>\$ (950,656.25)</b>	<b>\$ -</b>	<b>\$ (599.52)</b>	<b>\$ (950,056.73)</b>
12	<b>TOTAL REVENUE</b>				<b>\$ (1,984,856.25)</b>	<b>\$ -</b>	<b>\$ (897,496.26)</b>	<b>\$ (1,087,359.99)</b>
		Agnoli Barber & Brundage	Swales Data Analysis	4500217841		\$ 203.50	\$ 2,393.00	
13	<b>ENGINEERING FEES</b>				<b>\$ 27,596.50</b>	<b>\$ 203.50</b>	<b>\$ 2,393.00</b>	<b>\$ 25,000.00</b>
14	INDIRECT COST REIMBURS	Collier County		Direct Pay	\$ 4,200.00	\$ 2,100.00	\$ 2,100.00	\$ -
15	LANDSCAPE INCIDENTALS	Ground Zero	Landscape Incidentals	4500220483	\$ 10,000.00	\$ 6,000.00	\$ -	\$ 4,000.00
16	OTHER CONTRACTUAL	Ground Zero	Grounds Maintenance	4500220483	\$ 75,000.00	\$ 42,165.00	\$ 17,835.00	\$ 15,000.00
		Amazon	Padlocks	PCARD 5514-86		\$ -	\$ 30.99	
		Mettauer Environmental	Routine Lakes Maintenance	4500221198		\$ 1,950.00	\$ 1,050.00	
		Shenandoah General Construction	Stormwater Pipe Scope & Clean	4500219256		\$ 45.55	\$ 38,959.20	
		Mettauer Environmental	Aerators Maintenance	4500222918			\$ 475.55	
		Carter Fence	Chain Link Fence Repairs	4500223043		\$ 2,100.00		
17	<b>OTHER CONTRACTUAL</b>				<b>\$ 83,659.75</b>	<b>\$ 4,095.55</b>	<b>\$ 40,515.74</b>	<b>\$ 39,048.46</b>
18	ELECTRICITY	FPL	Electricity	4700004741	\$ 15,000.00	\$ 10,931.95	\$ 4,068.05	\$ (0.00)
19	WATER AND SEWER	City of Naples	Reclaimed Water	4700004742	\$ 1,500.00	\$ 1,123.68	\$ 376.32	\$ (0.00)
20	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	\$ 400.00	\$ 300.00	\$ 100.00	\$ -
		SiteOne Landscape Supply	Irrigation Parts	4500220460		\$ 263.78	\$ 236.22	
21	<b>SPRINKLER SYSTEM MAINT.</b>				<b>\$ 1,500.00</b>	<b>\$ 263.78</b>	<b>\$ 236.22</b>	<b>\$ 1,000.00</b>
22	MULCH				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	LIGHTING MAINTENANCE Cont.	Amazon	Lighting Photo Cells	PCARD 5515-22	\$ -	\$ -	\$ 76.67	
		Hart's Electrical Inc.	Electrical Repairs	4500220484		\$ 349.95	\$ 2,150.05	
23	<b>LIGHTING MAINTENANCE</b>				<b>\$ 5,000.00</b>	<b>\$ 349.95</b>	<b>\$ 2,150.05</b>	<b>\$ 2,500.00</b>
24	LICENSE & PERMITS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
		Premier Staffing	Transcriptionist	4500220496		\$ 2,579.00	\$ 14.00	
25	<b>OTHER MISCELLANEOUS</b>				<b>\$ 3,000.00</b>	<b>\$ 2,579.00</b>	<b>\$ 14.00</b>	<b>\$ 407.00</b>
26	OFFICE SUPPLIES				\$ 100.00	\$ -	\$ -	\$ 100.00
27	COPYING CHARGES	JM Todd	Monthly CPC (shared)	4500221236	\$ 200.00	\$ 134.90	\$ 65.10	\$ -
28	FERT HERB CHEM			PCARD 5515-25	\$ 500.00	\$ -	\$ 236.22	\$ 263.78
29	OTHER OPERATING SUPPLIES				\$ 300.00	\$ -	\$ -	\$ 300.00
30	<b>OPERATING EXPENSE</b>				<b>\$ 231,956.25</b>	<b>\$ 70,247.31</b>	<b>\$ 70,166.37</b>	<b>\$ 91,619.24</b>
31	TRANS FROM FUND 159 TO PROPERTY APPRAISER				\$ 8,500.00	\$ -	\$ 3,999.39	\$ 4,500.61
32	TRANS FROM FUND 159 TO TAX COLLECTOR				\$ 23,500.00	\$ -	\$ 19,813.62	\$ 3,686.38
33	<b>TANSFERS CONST</b>				<b>\$ 32,000.00</b>	<b>\$ -</b>	<b>\$ 23,813.01</b>	<b>\$ 8,186.99</b>



**FOREST LAKES M.S.T.U.**

Fund 159

February 7, 2023

	FY-23	Vendor	Item	PO#	Budget	Commitments	Expenditures	Budget Remainder
34	TRANS FROM FUND 159 TO FUND 111		Reimbursement for Staff Support		\$ 63,300.00	\$ -	\$ -	\$ 63,300.00
35	<b>TRANSFERS</b>				<b>\$ 63,300.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 63,300.00</b>
36	RESERVES FOR CAPITAL				\$ 1,258,600.00	\$ -	\$ -	\$ 1,258,600.00
37	RESERVES FOR ROADWAY REPAVING				\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
38	<b>RESERVES</b>				<b>\$ 1,658,600.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,658,600.00</b>
39	<b>TOTAL EXPENDITURES</b>				<b>\$ 1,985,856.25</b>	<b>\$ 70,247.31</b>	<b>\$ 93,979.38</b>	<b>\$ 1,821,706.23</b>

132,933,552	FY-12 Final Taxable Value
129,715,669	FY-13 Oct Taxable Value
129,977,881	FY-14 Oct Taxable Value
140,171,072	FY-15 Oct Taxable Value
152,711,783	FY-16 Oct Taxable Value
165,722,702	FY-17 Oct Taxable Value
190,428,196	FY-18 Oct Taxable Value
202,132,375	FY-19 Oct Taxable Value
210,299,015	FY-20 Oct Taxable Value
219,999,549	FY-21 Oct Taxable Value
227,701,198	FY-22 Oct Taxable Value
<b>\$257,799,765</b>	<b>FY-23 Adopted Taxable Value</b>
13.22%	Adj. FY-22 to FY-23

Prepared on: 2/1/2023

FY-23 Adopted Millage & Tax Dollars		
	FY-23	FY-22
Millage:	4.0000	4.0000
Tax Dollars:	\$1,031,199	\$910,805

4.0 mill cap  
+ \$120,394      13.22%