

FOREST LAKES

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

MINUTES

FEBRUARY 5, 2018

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

*Ms. Bell moved to approve the Agenda of the Forest Lakes Advisory Committee as presented.
Second by Mr. Fogg. Carried unanimously 5 - 0.*

IV. PERIMETER TREE REPLACEMENTS – COMMITTEE ON-SITE REVIEW

The goal of the on-site review was to determine location, positioning and quantity of replacement trees in respect to the original 2013 landscape design plan. Species selection will be addressed at a future date.

Mr. Schumacher will:

- Tabulate the number of replacement trees proposed by location.
- Verify presence of irrigation in areas targeted for tree planting.
- Present his findings to the Committee for review at the March 5, 2019 meeting.

V. APPROVAL OF MINUTES – January 8, 2019

Mr. Fogg moved to approve the minutes of the January 8, 2019 Forest Lakes Advisory Committee subject to the following changes:

*Page 2, Item V. Quail Run Golf Club, B (bullet 2): from “... The goal is to facilitate improved drainage and water retention for the entire area including identifying any impacts to the golf course) ...,” to ... The goal is to facilitate improved drainage and water retention for the entire area **and to identify any impacts to the golf course...**.”*

*Page 4 Item VIII. Old Business, A: from “...He noted the proposed plan to replace trees damaged by Hurricane Irma and those lost to natural causes identifies 92 species) ...,” to ... He noted the proposed plan to replace trees damaged by Hurricane Irma and those lost to natural causes identifies 92 **trees...**.”*

Page 4 Item VIII. Old Business, A (bullet 1): from "... An explanation should be provided on the discrepancy between 68 trees in the original proposal and the revised quantity of 92) ...," to ... An explanation should be provided on the discrepancy between 68 **replacement** trees in the original proposal and the revised quantity of ...)."

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

VI. CONTRACTORS REPORTS

A. Ground Zero Landscape Maintenance – Scott Hane

Mr. Hane reported on landscape maintenance as follows:

- The Bougainvillea's were fertilized and trimmed. *The Committee noted the Bougainvillea standards are to be pruned in a "weeping" style.*
- Maintenance of golf course swales was performed twice.

VII. PROJECT MANAGERS REPORT

A. Mr. Schumacher presented the "Forest Lakes MSTU Fund 159, February 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 \$91,139.07 is committed; \$23,220.62 expended.
- Unencumbered Operating Expense funds available are \$63,667.31.
- 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 \$295,074.89.

B. Status

1. Fence repairs

Woodshire Lane

- The Procurement Division received responses for the *Invitation to Bid* to establish a County contract for fence repairs and replacement.
- It will be awarded to the lowest qualified bidder in accordance with County policy.
- The contract is expected to be submitted to the Board of County Commissioners (BCC) for approval in February 2019.
- Mr. Schumacher will submit an RFQ (Request for Quote) for Woodshire Lane fencing upon BCC approval of the Fencing Installation & Repair Services contract.

Mr. Schumacher will notify interested community residents of an estimated project commencement date of April 2019.

2. Light Pole Lens Dislodged – reported for repair

Hart's Electrical has been contacted to determine if the light fixture atop pole #156 can be repaired or replaced. Mr. Schumacher will update the Committee on his findings at a future meeting.

The lamp on light pole #51 on Woodshire Lane has been replaced.

C. Procurement

1. PO's Requested: n/a

No new Purchase Orders were requested.

2. PO's Issued: Florida Fountains

A Purchase Order was issued to Florida Fountains for repositioning the fountain in Lake 9.

A Request for Quote will be solicited to replace the LED lamp outage in the Lake 9 fountain.

D. Light Pole Number Duplicates

Decals for light pole renumbering on the north side of Forest Lakes Boulevard were ordered and installation should be completed by the March 5th meeting.

Mr. Schumacher will create an updated map identifying street light number designations.

E. Perimeter Tree Replacements – Committee On-Site Review (Moved to Item IV, above)

VIII. NEW & ONGOING BUSINESS

A. Quail Run GC – MSTU Funds potentially available for golf course beautification and maintenance.

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

- The seven-member committee plus Mr. Burnham, General Manager, formed to identify long-term infrastructure items for partnership with the M.S.T.U., held its first meeting.
- The Committee will present a proposed future design plan for the golf course to the M.S.T.U. Committee in June.

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

- Inventory of wooden street light poles and Stop and street sign replacement is complete.
- Tally of traffic signs will be presented to the Committee at the March meeting.
- Speed limits cannot be enforced on roadways at speeds below 25 mph.

Mr. Schumacher will investigate the criteria for speed limit enforcement.

C. Drain pipe(s) cleanout

Mr. Schumacher will continue his search to locate a map identifying location 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.

The requirement cannot be enforced by the County on private roadways.

Mr. Schumacher forwarded the information to **Mr. Barry** who submitted it to the manager of the Forest Lakes, A Condominium association.

X. PUBLIC or BOARD COMMENTS

The Committee requested a sidewalk installation project be considered following payment of the Bond in 2022.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 12:20 PM.

NEXT MEETING:

**MARCH 5, 2019 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES FL 34112
(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 _____.