

FOREST LAKES

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

MINUTES

JANUARY 8, 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	Aaron Gross - Ground Zero Landscaping Wendy Warren – Premier Staffing
Community Attendees	Doug Burnham – GM, Quail Run GC Rick Korb – President, Quail Run GC

III. APPROVAL OF AGENDA

Mr. Fogg moved to approve the Agenda of the Forest Lakes Advisory Committee as amended:

Add: Item VI. Project Managers Report – B. (3) LED lamp conversion update.
Item VIII. Old Business – B. MUTCD object distance from roadway standard.

Move: Item VI. Project Managers Report – E. Perimeter tree replacements *to* Item VIII. Old Business - A.
Item VII. New & Ongoing Business – A. Quail Run GC – MSTU Funds for golf course beautification & maintenance *to* V. Contractor Reports – B.

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

IV. APPROVAL OF MINUTES – December 4, 2018

Mr. Barry moved to approve the minutes of the December 4, 2018 Forest Lakes Advisory Committee subject to the following changes:

Page 1, Item IV. Approval of Minutes: from “... The Committee requested signage for the entrance to the hole 13 golf cart crossing as well as erection of the cart traffic sign on Woodshire Lane and Pine Ridge Road) ...,” to ... The Committee requested signage for the entrance to the hole 13 golf cart crossing as well as erection of the cart traffic sign on Woodshire Lane and **Forest Lakes Boulevard...**.”

Page 2, Item VI. Project Managers Report, B. 2 from “... Light Pole replacements) ...,” to ... Light Pole **lamp** replacements...).”

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

V. CONTRACTORS REPORTS**A. Ground Zero Landscape Maintenance – Aaron Gross**

Mr. Gross reported on landscape maintenance as follows:

- Pruned tree limbs encroaching light poles.
- Hard pruned Brazilian Pepper and cut back branches overhanging the Lake #5 exit canal at the southwest corner of the community; cleaned and weeded the bank.

During Committee discussion the following was addressed:

- Develop a treatment program to enhance the Bougainvillea “standards” at the entrance to the community.
- Tree species and quantity damaged from causes other than Hurricane Irma should be identified.
- Magnolia, Oak and Crape Myrtle trees tolerate low water levels once established.
- Sabal Palms are a choice for consideration for non-irrigated areas adjacent to the perimeter sidewalk.
- Quail Run GC ficus hedge on vacant land behind the driving range should be trimmed prior to additional MSTU tree improvements in the vicinity.
- A PO will be requested for Florida Fountains to reposition the fountain in Lake 9.

Mr. Schumacher contacted the Stormwater Division to request an update on release of the “Gordon River Extension Stormwater Study” prepared by ABB. The Committee will be informed of the status at a future meeting.

B. Quail Run GC – MSTU Funds from the MSTU for golf course beautification and maintenance.

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

- The Club Board has created a seven-member committee plus Mr. Burnham, General Manager, to identify long-term infrastructure items for partnership with the M.S.T.U.
- The goal is to facilitate improved drainage and water retention for the entire area and identifying any impacts to the golf course.
- The study will be conducted over a six to eight-month period and findings presented to the M.S.T.U. Committee.

During Committee discussion the following was noted:

- The recommendations should be “environmentally sensitive.”
- As feasible, the M.S.T.U may participate in the beautification aspects of the plan.

VI. PROJECT MANAGERS REPORT**A. Budget Report**

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, January 8, 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 \$94,121.84 is committed; \$17,707.85 expended.
- Unencumbered Operating Expense funds available are \$66,197.31.
- 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 at this time.

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- Upon payment of the existing bond in 2022, the need for capital maintenance projects such as drainage, sidewalks, or street paving will be reviewed.
- Total available balance for FY-19 is \$298,439.74.

A. 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.
- A contract is expected to be submitted to the Board of County Commissioners for approval in February 2019.
- Mr. Schumacher anticipates utilizing the BCC approved contract for the approximate 315 linear feet of Woodshire Lane fencing to be repaired.
- Ground Zero Landscaping will prepare the area in advance of the fence repairs.

Mr. Schumacher estimates the project can be initiated in April 2019.

Fence Cables

Cable fences located at various lakes on Quail Run GC will be evaluated for repairs, potentially by the MSTU.

2. Light Pole lamp replacements - complete.

A. Hart's Electrical replaced thirty (30) lamp outages.

B. LED lamp conversion update

- A test bulb(s) will be installed to determine an acceptable Color Temperature (warm-to-cool) and brightness.
- As pricing becomes more competitive, the plan is to convert all MSTU light poles to LED lamps.
- In the near term, conventional replacements will be installed for lamp outages.

C. Procurement

1. PO's Requested: n/a

No new Purchase Orders were requested.

2. PO's Issued: n/a

No new Purchase Orders were issued.

D. Light Pole Number Duplicates

Decals for light pole renumbering on the north side of Forest Lakes Boulevard will be ordered in January with installation to commence soon thereafter.

E. Perimeter Tree Replacements

This item was moved to VIII. Old Business.

VII. NEW & ONGOING BUSINESS

A. Quail Run GC – MSTU Funds from the MSTU for golf course beautification and maintenance.

This item was moved to V. B. Contractors Reports.

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

- Inventory is complete and one quote for installation of signs has been received; additional quotes will be solicited.
- Initial installation will include street signs and MUTCD compliant STOP signs.
- The M.S.T.U. will supply and install the front island sign damaged by an automobile; sod and tire ruts will be repaired by Ground Zero Landscaping.

D. Drain pipe(s) cleanout

Drain Pipe Clean Out History

- Shenandoah Construction performed scoping and clean out service for Forest Lakes in 2010 and 2015.
- The Stormwater and Road Maintenance Divisions suggested if a blockage or obstruction is not evident, then scoping may be appropriate every six to ten years.
- Shenandoah Construction and EnviroWaste Services Group are under County contract through August 2019.

Mr. Schumacher will research maps identifying stormwater pipes in the community.

Mr. Fogg motioned to evaluate the necessity for drainage scoping and cleaning in November 2019, based on stormwater performance in the preceding rainy season. Second by Mr. Barry. Carried unanimously 5 – 0.

VIII. OLD BUSINESS

A. Perimeter Tree Replacement

Mr. Schumacher distributed a recap outlining historical tree placement versus the *Street Tree Replacement Project* proposed by Windham Studios. He noted the proposed plan to replace trees damaged by Hurricane Irma and those lost to natural causes identifies 92 species.

During Committee discussion, the following was noted:

- An explanation should be provided on the discrepancy between 68 trees in the original proposal and the revised quantity of 92.
- What are proposed new, replacement, and destroyed trees should be clarified.
- Appropriate species for the intended areas need to be assessed.
- Additional factors include hardiness, color and foliage (deciduous or non-deciduous) and the availability of irrigation.
- Upon Committee approval of the project, a quote will be solicited from Ground Zero Landscaping.

Mr. Schumacher will explore the feasibility of an “on-site” meeting to tour the west and south perimeter to review tree selection and placement.

C. MUTCD - object distance from roadways.

Mr. Schumacher will confirm the distance established by the MUTCD for placement of objects adjacent to roadways, (i.e. rocks) with Traffic Operations and report his findings at the February meeting.

IX. PUBLIC or BOARD COMMENTS

None

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:55 AM.

NEXT MEETING:

**FEBRUARY 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 _____.