

FOREST LAKES

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

MINUTES

NOVEMBER 5, 2019

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 (Excused)

Staff

Michelle Arnold – Director (Excused)

Dan Schumacher - Project Manager

Contractors

Aaron Gross - Ground Zero Landscaping

Wendy Warren – Premier Staffing

Community Attendees

Doug Burnham – Quail Run GC

Rick Korb – Quail Run GC

Stacie Young – Resident

Kathy Thomson - Resident

III. APPROVAL OF AGENDA

Ms. Bell moved to approve the Agenda for the Forest Lakes Roadway and Drainage M.S.T.U. as modified:

Add: Item V. Project Manager's Report, B. - 4. Sidewalk Repairs.

Second by Mr. Fogg. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – OCTOBER 1, 2019

Mr. Fogg moved to approve the minutes of the October 1, 2019 Forest Lakes Advisory Committee subject to the following changes:

Attendance: John Goody (Excused)

*Page 1, Item V Contractors Reports, A., bullet 8: from "...Quail Run Golf Club will remove the distressed tree and potato vine in the area of the maintenance building)...," to ... Quail Run Golf Club will remove the **prohibited exotic trees** and potato vine in the area of the maintenance building...)"*

*Page 3, Item VII. New Business, B.: from "...Mr. Schumacher reset the east side fountain clock on Lake 14 to nighttime from daytime function.) ...," to ... Mr. Schumacher reset the east side fountain clock on Lake 14 **to daytime from nighttime** function...)"*

Page 3, Item VII. New Business, paragraph 2 – Mr. Schumacher reported the lamp on the west side fountain is working and repair is not required.

*Page 4, Item VIII. Ongoing Business, A.: from "...The Australian Pines are not a community asset) ...," to ... The Australian Pines are not **currently an M.S.T.U. asset**...)"*

Second by Mr. Barry. Carried unanimously 4 - 0.

IV. CONTRACTORS REPORTS

A. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- Drier weather will enhance the Bougainvilleas color.
- One orange Geiger tree displays signs of stress. Condition will be evaluated for the December meeting and a decision rendered whether to remove and replace tree with a different specimen.
- Mulch application prior to holiday 2019 will be considered; Mr. Gross will advise Staff of his recommendation.

Perimeter Street Planting

Mr. Schumacher reported:

- A Forest Lakes Blvd. resident queried on the time frame for installation of new trees in their right of way (ROW).
- Residents were canvassed by Staff in spring 2019 to solicit approval of new tree planting in respective ROW's.
- In response to the resident's request to participate in the tree project, three trees will be planted abutting their property in spring 2020.

V. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, dated November 5, 2019*” for FY-20:

- FY-20 Ad Valorem property tax revenue budget is \$295,800.00, an increase of 6.06%.
- 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 \$105,810.29 is committed; \$2,155.83 expended.
- Unencumbered Operating Expense funds available are \$80,933.88.
- Landscape Incidentals, Line 18, in the amount of \$14,307.35, is for tree and plant, etc., replacement.
- Grounds maintenance, Line 19, in the amount of \$45,000.00, covers routine maintenance.
- A Purchase Order for \$4,000.00 has been issued to Hart's Electrical for light pole maintenance.
- The Capital Outlay balance remaining of \$155,848.00 reflects a commitment of \$17,595.00 to Lykins-Signtek for Roadway Signage.
- Unallocated budget funds are credited to Capital Outlay.
- Reserves of \$113,400.00, line 45, are adequate.
- Upon termination of the bond payments in 2022, capital maintenance projects such as drainage, sidewalks and street paving will be considered.

B. Status Report

1. Roadway Signage

- Proofs submitted by Lykins-Signtek for new street signs will be revised to the correct format.
- A Notice-to-Proceed was issued for installation of roadway traffic and curve signs. Time frame for the work is to be established.

- Florida Public Utilities, Sunshine 811, will be contacted to identify underground utilities. *Mr. Schumacher will also spray paint utility locations.*

Mr. Schumacher will research installation of a “No Left Turn” sign to be placed on the southeast corner of Woodshire Lane at the Shopping Center parking lot entrance and update the Committee at the December meeting.

2. Code Enforcement

Woodshire Lane Hedge

A complaint was filed with Code Enforcement Division requesting maintenance or removal and replacement of the Woodshire Lane/Pine Ridge Crossing Shopping Center hedge noting the hedge is not a “continuous unbroken solid screen” as specified in a previous Collier County Code citation issued in 2016.

- A Code Enforcement Officer viewed the site and took photographs.
- The Division will review the complaint and render a decision on the matter.

Swales

Code Enforcement could not locate a record of neighbors’ complaint(s) regarding filling-in of a swale by a homeowner on Forest Lakes Boulevard.

Mr. Schumacher will file an on-line enforcement request of the swale violation and update the Committee on the status at the December meeting.

3. Sidewalk Lighting

An outage on Woodshire Lane across from Emerald Greens Condominium Association was temporarily repaired pending a replacement of the failed part.

A back up spare part (as referenced above) was ordered and will be kept in the control cabinet for future repairs.

Mr. Schumacher will inspect all street lights to determine any necessary repairs.

4. Sidewalk Repairs

Mr. Schumacher evaluated the condition of the sidewalks from Woodshire Lane to Forest Lakes Boulevard and identified several slabs which posed trip and/or safety hazards.

A Notice-to-Proceed was issued November 4, 2019 to Bonness Inc. for replacement of sidewalk slabs in accordance with County standards.

C. Procurement

1. RFQ – Cable Fence Repair

- An *Invitation to Bid* to repair two retaining wall Cable fences on Lakes 2 and 7 was posted on Bid-Sync, the County’s internet-based quote solicitation system.
- In the event three qualified bids are not received, assistance from the Procurement Department will be requested to secure quotes from County contractors.
- Methods to strengthen the pole will be investigated with potential inclusion into the contract proposal.

VI. NEW BUSINESS

Rick Korb, President Quail Run Golf Club, reported Lake #18 by the eighteenth green on the Quail Run Golf Course has excessive algae growth.

The Committee discussed placement of a surface aerator, such as a fountain, as a potential solution to inhibiting algae growth.

Mr. Schumacher will:

- Document the condition with photographs.
- Consult Mettauier Environment for evaluation and recommendation of a lab to test the algae.
- Request a Quote (RFQ) for a fountain installation.

VII. ON GOING BUSINESS

A. Australian Pines – Pine Ridge Road

Members queried on Michelle Arnold’s thoughts after reviewing the July 10, 1985 letter to Quail Run GC from the Board of County Commissioners on maintenance of the Australian Pine trees bordering Pine Ridge Road. The following interpretation of the meeting between Ms. Arnold and Mr. Schumacher on letter contents were noted:

- The M.S.T.U.’s duties and responsibilities reflect the common interest of the community. It is a County authority taxing all property owners within the defined boundaries. Accrued funds must be expended for the equal benefit of all property owners within the M.S.T.U.
- Adding maintenance activities for community assets not within the scope of the M.S.T.U. Ordinance, such as trimming the Australian Pines, requires a revision to the Forest Lakes Ordinance.
- A Public Meeting would be necessary to solicit community feedback on any proposed change in the M.S.T.U. Ordinance.
- The Board of County Commissioners would need to approve the amendment to the Ordinance.

During Committee discussion the following was noted:

- On September 3, 2019, the Committee recommended a one-time expenditure for Australian Pine trimming.
- The M.S.T.U. has never trimmed the trees; the County assumed responsibility for tree trimming at one time.
- An invitation was extended for Ms. Arnold to attend a future meeting to review the status of the Committee’s request and define the process going forward.

Meeting with Commissioner Taylor

Rick Korb, President Quail Run Golf Club, contacted Commissioner Taylor’s office to request a meeting to exchange ideas on Australian Pine tree maintenance. Sherry Greco, Executive Aide to Commissioner Taylor, responded and the following was addressed per her request:

- Historical documentation of tree maintenance was provided.
- Notification of the Committee’s approval to trim the trees the in the summer of 2020 and the desire to find a permanent solution before the next mandated trimming three years hence.
- Defined the goal relative to a permanent solution for the future responsibility for trimming the trees.
- A meeting to discuss the issue was requested.

Mr. Korb and/or Mr. Burnham will update the Committee on the status of the meeting with the Commissioner’s office at the December meeting.

VIII. PUBLIC COMMENTS

Single Family Swales Care

Kathie Thompson and Stacie Young requested clarification of the entity responsible for swales maintenance of their properties.

Mr. Schumacher advised the homeowner is responsible for mowing their front yard swales; Ground Zero Landscaping mows/trims the golf course swale abutting the back yard.

Ground Zero Landscaping will be consulted by Staff on maintenance of properties abutting the golf course.

Swale Regrading

Ms. Thompson and Ms. Young questioned M.S.T.U.'s responsibility regarding grading of swales.

Mr. Schumacher will inspect the condition of the swales to evaluate the need to regrade.

Drainage System Map

Doug Burnham, Quail Run Golf Club General Manager, will provide a color coded map of the Forest Lakes drainage system to Advisory Committee members at the December 2019 meeting.

IX. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:20 P.M.

NEXT MEETING:

**DECEMBER 3, 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 _____, as presented _____, or as amended _____.