

FOREST LAKES

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

MINUTES

JUNE 1, 2021

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 Dan Schumacher – Project Manager Rosio Garcia – Administrative Assistant (Excused)
Contractors	Aaron Gross - Ground Zero Landscaping Wendy Warren - Premier Staffing (Transcription)
Community Attendees	Doug Burnham – General Manager, Quail Run GC Rick Korb – President, Quail Run GC Patrick Bernal – Forest Lakes Resident

III. APPROVAL OF AGENDA

Mr. Fogg moved to approve the Agenda for the Forest Lakes Roadway and Drainage M.S.T.U. as presented. Second by Ms. Bell. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – MAY 4, 2021

Ms. Bell moved to approve the minutes of the May 4, 2021 Forest Lakes Advisory Committee subject to the following change:

*Page 3, Item IV Approval of the minutes: from “... A photo of four (4) concrete post sections of the cable fence at the Verandas at Quail Run was distributed.) ...,” to ... A photo of four (4) concrete post sections of the cable fence was distributed...).” **Second by Mr. Fogg. Carried unanimously 4 - 0...**.”*

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- Landscaping looks good.
- Fertilizer has been applied.
- Finished sod replacement in refurbished northwest swale area.

During Committee discussion the following was noted:

- **Mr. Schumacher** will contact the resident(s) to evaluate the two failing trees between Narita Lane and Opuntia Lane and suggest replacement.

MINUTES

- It was observed during a drive through of the golf course that the outfall pipe at Lake #5 was dry. The water level at Lake #18 and others were low as well. Monitoring of “Staff Gauges” to assist in measuring the water elevation levels at Lakes 5 and 15 will be beneficial during the rainy season.
- Florida Power & Light (FPL) cleared a section of vegetation from the corner of the boundary fence abutting the Naples Bath and Tennis Club to the new pump station.

VI. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the Forest Lakes Roadway & Drainage MSTU Fund 159 dated June 1, 2021:

- FY-21 Ad Valorem property tax revenue budget is \$303,400.00, an increase of 3% over FY-20.
- Total revenue FY-21 is \$692,852.32 including investment interest, transfers, and contributions (minus a 5% reserve of \$15,200).
- The FY-21 Millage rate remains constant at 4.000.
- Current Operating Expense Budget of \$177,152.32.
- Commitment’s total \$51,850.26; \$80,959.18 is expended.
- Uncommitted Operating Expense funds available are \$44,342.88.
- In the event Line items 15 -35 exceed the budgeted amount, funds can be accessed from Line 36, the budget remainder.
- Two (2) Purchase Orders for Agnoli, Barber and Brundage (ABB) were issued:
 1. Survey and design of the swale modification on Camelia Lane in the amount of \$6,754.25.
 2. \$1,258.00 to monitor and observe work performed by Ground Zero Landscaping to remove high spots on the swale.
- The Landscape Ground Maintenance Purchase Order is for routine monthly maintenance, as well as new or replacement plants and trees under the line-item Landscape Incidentals.
- The Mettauer Environmental PO covers service for aquatic vegetation control in the lakes.
- Florida Power & Light expenses fund electricity for lights and pumps.
- Irrigation water costs are paid to the City of Naples.
- Hart’s Electrical PO balance, Line 26, for lighting repairs is \$3,500.00.
- Transfer to Fund 111, Line 39, is for Staff salaries.
- Budget Transfers Appraiser and Tax Collector, Lines 37 and 38, are fees billed by other appropriate County entities.
- Improvements General Fund, Line 37, reserved to fund capital projects, available balance is \$169,000.00.
- Reserves for Insurance and Catastrophic/Hurricane funds, Lines 36, total \$230,000.00.
- Total available balance, less committed expenses, is \$477,547.72.

Mr. Schumacher will verify the transfer of funds from Capital Outlay to Operating Expense for engineering projects including the golf course swale survey and structural evaluation, design plans and permitting of the Lake 9 retaining wall replacement.

Mr. Schumacher presented the “Forest Lakes MSTU Fund 159, proposed budget for Fiscal Year 2022” effective October 1, 2021, noting:

- Funds not expended in FY-21 are carried forward into the FY-22 budget.

MINUTES

- The FY-22 proposed *Operating Expense Expenditures* is \$338,100.00, a 7.20% increase over the adopted expenditure budget for FY-21.
- Increased allowances for Landscaping and Other Contractual are indicated in red, original dollars allocated are in yellow.
- Special projects under consideration will be funded from Capital Outlay.
- Capital Outlay Funds can be transferred to Operating Expense via a budget amendment approved by the Board of County Commissioners (BCC). Estimated time frame for transfer process is six (6) weeks.

Mr. Fogg motioned to approve the proposed Collier County GovMax budget for Fiscal Year 2022, Fund 159 Forest Lakes Roadway & Drainage MSTU. Second by Mr. Barry. Carried unanimously 4 – 0.

B. Status Report

1. Swales Re-Survey

The Purchase Order was issued to Agnoli, Barber & Brundage, Inc. (ABB) in the amount of \$19,044.00 to re-survey the elevations on Quail Run Golf Club for comparison to the 2014 survey, and an assessment of any un-surveyed swales to determine drainage capabilities at Lakes 14, 15 and 16.

Mr. Schumacher will initiate a Notice to Proceed (NTP) to ABB.

2. Lake #9 Wall Repair

Ms. Arnold and **Mr. Schumacher** met with Dan Rodriguez, Department Head, Public Services Department, to provide a status update on the collapse of the wooden retaining wall on Lake 9.

Activity

- A quote was secured from Blot Engineering, Inc. in the \$12,000.00 range with an estimated timeline of fifty-six (56) days to complete a structural evaluation.
- Staff requested Blot assess how to shorten the time frame for the work.
- Construction is estimated to take one (1) week; however, it was noted “wall contractors” are booked and not available on short notice.

Ms. Arnold and Mr. Schumacher have presented a summary of the wall repair project scope and time frame to Mr. Dan Rodriguez, Department Head, Public Services Department; to be subsequently conveyed to the County Manager.

3. Lighting Repairs

Hart's Electrical has invoiced for the replaced lamp outages.

VII. NEW BUSINESS

A. Prospective Future Project Presentation

1. Sidewalks on Forest Lakes Drive – Patrick Bernal

Mr. Bernal updated the MSTU on his proposed sidewalk “*Walking Path*” in the Forest Lakes Condominiums community, purportedly to ‘enhance resident safety by minimizing the pedestrian traffic on Forest Lakes Drive and provide exercise and leisure opportunities for all residents.’

MINUTES

- His survey questionnaire was distributed to condo residents at an association meeting, requesting an indication of support or non-support for a feasibility study on the sidewalk project.
- One-hundred fifty-nine (159) property owners voted “no” to the proposal; fifty-nine (59) voted “yes.”
- Feasibility Study cost is estimated in the \$20,000.00 range and may have led to the negative votes.

Staff noted the following would need to be addressed as part of consideration by the advisory committee to proceed with the project.

- The route of the proposed pathway route be made available for residents to review.
- Residents be formally petitioned to determine support for a sidewalk.
- Granting of permanent easements where needed.
- Availability of sufficient budgeted MSTU funds for both initial design and construction, in fiscal years to be determined, as well as recurring maintenance costs going forward.

Next Steps

- Mr. Bernal will:
 - Tally and provide survey results from residents of six (6) condominiums to Mr. Schumacher for distribution to the Committee.
 - Provide Staff a list of the condominiums and respective Board of Directors.
- Mr. Schumacher will:
 - Request the County Attorney’s office render a legal opinion as to what entity(s) among the six (6) condominium associations would be authorized to grant permanent easements for the project.

This item will be included in the July Agenda.

- B. Mr. Fogg** requested volunteers to plant Boston Fern on Woodshire Lane along the sidewalk, between the road and the fence, across from Emerald Greens Condominiums.

Mr. Schumacher confirmed the land on both sides of Woodshire Ln is owned by Emerald Greens all the way to the MSTU-maintained fence.

Mr. Fogg discussed the following:

- The plant material is at no cost to the MSTU.
- The Boston Fern will be planted during the rainy season.
- The ground cover requires minimal maintenance.

Mr. Fogg removed the request from the MSTU Agenda. Emerald Greens management and residents will determine planting since the property is owned by the association.

VIII. ONGOING BUSINESS

Mr. Schumacher will check the schedule for video inspection of MSTU drainage pipes.

MINUTES

IX. PUBLIC COMMENTS

None

X. 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:

**JULY 6, 2021 - 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 _____, 2021 as presented _____, or as amended _____.

NAME AND ADDRESS

FL MSTU

TELEPHONE

7/6/2024

QRGC

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