

# FOREST LAKES

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

### MINUTES MAY 4, 2021

#### 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 Richard Barry George Fogg John Goody
<b>Staff</b>	Michelle Arnold – Director Dan Schumacher – Project Manager Rosio Garcia – Administrative Assistant (Excused)
<b>Contractors</b>	Aaron Gross - Ground Zero Landscaping Wendy Warren - Premier Staffing (Transcription)
<b>Community Attendees</b>	Doug Burnham – General Manager, Quail Run GC Rick Korb – President, Quail Run GC Patrick Bernal – Forest Lakes Resident Joanne Varner – 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 amended:*

Add

*Item V. Project Manager's Report - B. Status Report: 5. Fence Gate and 6. Volunteers to Plant.  
Second by Ms. Bell. Carried unanimously 5 - 0.*

#### IV. APPROVAL OF MINUTES – APRIL 6, 2021

*Ms. Bell moved to approve the minutes of the April 6, 2021 Forest Lakes Advisory Committee as presented. Second by Mr. Fogg. Carried unanimously 5 – 0.*

#### V. CONTRACTOR REPORTS

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

Mr. Gross reported on landscape maintenance as follows:

- Treated turf with herbicide for weed control.
- Pruned shrubs and plants.
- Sprayed vines with pesticide along the rear fence.
- Finished northwest swale refurbishment for Agnoli, Barber & Brundage, Inc. (ABB).

**Mr. Schumacher will:**

- Evaluate the health of two failing trees between Narita Lane and Opuntia Lane and determine if replacement is needed.

**VI. PROJECT MANAGERS REPORT**

**A. Budget Report**

*Forest Lakes MSTU Fund 159 dated May 4, 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 \$602,852.32 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 \$60,503.92; \$74,429.59 is expended.
- Uncommitted Operating Expense funds available are \$44,218.81.
- In the event Line items 15 -35 exceed the budgeted amount, funds can be accessed from Line 36, the budget remainder.
- No new Purchase Orders were generated.
- 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 \$477,423.65.

*Forest Lakes MSTU Proposed Fund Budget Fiscal Year 2022*

**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.
- Budgeted revenue for Engineering Fees should be increased to accommodate projects.
- Commitments for landscaping and lighting and sidewalk repairs should be reviewed.
- 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.
- Committee member comments will be revisited at the June meeting for a motion to approve the FY-22 budget at the June meeting.

**B. Status Report**

**1. Lighting Repairs**

A drive through revealed seventeen (17) light outages.

LED Retrofit Lamps

Hart's Electrical will verify if LED retrofit lamps can be adapted to the existing lamp holder. Alternatively, lamps will be replaced with current fixture style.

Quote

Hart's Electrical submitted a quote in the amount of \$440.00 per inspection to identify lamp outages and repairs.

*The Committee accepted Mr. Schumacher's proposal for Staff to conduct the lighting inspection on a quarterly basis.*

**2. Cable Fence Repair**

A photo of four (4) concrete post sections of the cable fence was distributed. Posts were set in concrete, encased in a grey vinyl sleeve and the existing stainless-steel hardware was re-installed. One (1) post is in reserve for future replacement.

**3. Northwest Swale Repair**

Mr. Schumacher met with James Carr, Project Manager at Agnoli, Barber & Brundage, Inc. (ABB), for an overview of construction design improvements to the existing outfall swale in the northeast quadrant at the end of Camelia Lane.

Hart's Electrical quotes \$965 to repair alarms and activate the north side swale pump.

*Mr. Schumacher sent written notification to all residents stating, "swales are not to be modified and, if so, will result in a code violation issued to the party(s) involved."*

**4. Golf Course Swales Elevation Re-survey**

Agnoli, Barber & Brundage, Inc. (ABB) submitted a proposal in the amount of \$19,044.00 to re-survey swale elevations on Quail Run Golf Club for the purpose of comparison to the 2014 survey. Previously un-surveyed swales will be assessed to determine drainage ability at lakes 14, 15 and 16.

*Ms. Bell motioned to accept Agnoli, Barber & Brundage's proposal in the amount of \$19,044.00 to survey all swale elevations on Quail Run Golf Club. Second by Mr. Fogg. Carried unanimously 5 – 0.*

*Mr. Schumacher will initiate the Purchase Order process and provide a Notice to Proceed (NTP) to ABB.*

**5. Fence Gate**

The gate on the MSTU fence abutting Naples Bath and Tennis along Woodshire Lane was vandalized to enable unauthorized passage through the locked gate. Local residents use the gate for access to periodically pick up litter and remove invasive plants encroaching over the fence.

- Ground Zero Landscaping Staff tightened and re-aligned the latch bolts.
- Additionally, Mr. Schumacher has now attached a chain & lock to the gate.

**6. Volunteers to Plant Ground Cover**

Mr. Fogg inquired about volunteer residents planting Boston Ferns on Woodshire Lane along the sidewalk, between the road and the fence, across from the Emerald Greens Condominiums.

During Committee discussion, the following:

- Is Boston Fern an invasive species?
- Will maintenance of the planted area increase landscape cost?
- Land ownership must be determined.

*Ms. Arnold and Staff will research land ownership and share the findings.*

*The Agenda item "Volunteers to Plant Ground Cover" was tabled to the June meeting. Members will drive the area and formulate an opinion for discussion.*

## VII. NEW BUSINESS

### A. Prospective Future Project Presentation

#### 1. Sidewalks on Forest Lakes Drive – Patrick Bernal

**Mr. Bernal** presented a Power Point presentation for a proposed "Walking Path" in the Forest Lakes community.

##### Goal

- Enhance resident safety by minimizing the pedestrian traffic on Forest Lakes Drive and provide exercise and leisure opportunities for all residents.

##### Description

- Five (5) foot wide, handicap accessible, sidewalk of concrete or a combination of concrete and pavers starting at the north entrance of the Forest Lake condominiums and meandering southward to Forest Lakes Drive.

##### Feasibility Study

- Verify County easements.
- Retain approval and agreement to grant permanent easements from Forest Lakes Condominium Board or Association for the walkway.
- Survey existing conditions.
- Work with architects, engineers, contractor's, and residents to determine walkway path.
- Create a conceptual design.
- Request quotes.

##### Next Steps (in sequence)

1. A clear consensus in favor of the sidewalk project among the Forest Lakes Condominium associations must be verified, including the acceptance of permanent County easements where the sidewalk is to be installed.
2. Staff and committee assessment of available MSTU funds for the project, including long term maintenance after construction.

The item will be included on the June 2021 Agenda.

### B. Lake #9 Wall Repair

**Doug Burnham** reported a section of the wooden retaining wall on Quail Run lake #9 has collapsed. A quote has been requested from Agnoli, Barber & Brundage to design a plan for replacement.

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Alternative methods for reconstruction include continuation of the rip rap or replacing the wooden portion with a similar vertical wall of composite material.

**Mr. Schumacher** offered an expectation of \$30,000 for the evaluation, permitting, and design phase of the repair project.

*Mr. Fogg motioned to approve an amount not to exceed \$30,000.00 for evaluation, permitting and design plans for repairs to the damage on the Lake 9 wall. Second by Mr. Barry. Carried unanimously 5 – 0.*

**VIII. ONGOING BUSINESS**

None

**IX. PUBLIC COMMENTS**

Mr. Burnham introduced the subject of a possible collapsed drain pipe into lake #2 on Quail Run GC, for future evaluation.

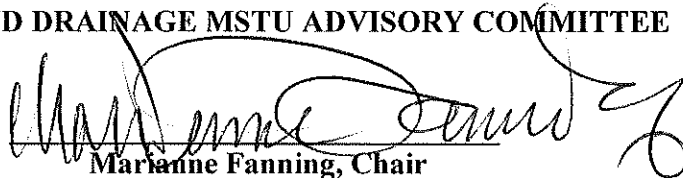
**X. ADJOURNMENT**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 12:32 P.M.*

**NEXT MEETING:**

JUNE 1, 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 \_\_\_\_\_.