

# FOREST LAKES

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

## AGENDA

AUGUST 3, 2021

I. CALL TO ORDER

II. ATTENDANCE

Advisory Committee:

Marianne Fanning – Chair (4/21/2022)

George E. Fogg (4/21/2024)

Barbara Bell – Vice Chair (4/21/2023)

John Goody (4/21/2023)

Richard Barry (4/21/2022)

Staff:

Michelle Arnold – Director

Dan Schumacher – Project Manager

Contractors:

Aaron Gross – Ground Zero Landscaping

TBD – Premier Staffing (Transcription)

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – [JULY 6, 2021](#)

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

VI. PROJECT MANAGERS REPORT – Dan Schumacher

A. [BUDGET REPORT](#)

B. Status Report:

1. Swales Re-Survey

2. Lake #9 Wall Repair

3. Graffiti

VII. NEW BUSINESS

VIII. ONGOING BUSINESS

IX. PUBLIC COMMENTS

X. ADJOURNMENT

### NEXT MEETING

SEPTEMBER 7, 2021 - 10:00 AM

FOREST LAKES CONDO ASSOCIATION CLUBHOUSE

1058 FOREST LAKES DRIVE, NAPLES, FL 34112

(239) 261-5497

# FOREST LAKES

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

### MINUTES

JULY 6, 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

<b>Advisory Committee</b>	Marianne Fanning – Chair Barbara Bell – Vice Chair Richard Barry (Excused) George Fogg John Goody
<b>Staff</b>	Michelle Arnold – Director Dan Schumacher – Project Manager Rosio Garcia – Operations Coordinator (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 Jack Hedenstrom – 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 Mr. Goody. Carried unanimously 4 - 0.*

#### IV. APPROVAL OF MINUTES – JUNE 1, 2021

*Mr. Fogg moved to approve the minutes of the June 1, 2021 Forest Lakes Advisory Committee as presented. Second by Ms. Bell. Carried unanimously 4 - 0.*

#### V. CONTRACTOR REPORTS

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

**Mr. Gross** reported on landscape maintenance as follows:

- Landscaping looks good.
- Tree canopies were lifted.
- Shrubs were pruned.
- Swales on the Quail Run Golf Course will be mowed and weeded within two (2) weeks.
- A proposal in the amount of \$1,430.95 to plant three (3) twenty-five (25) gallon trees between Narita Lane and Optunia Lane was submitted.

The Committee discussed the tree planting proposal.

- Two (2) trees bordered by the existing Oak trees would be appropriate for the space.
- Twenty-five (25) gallon size for trees is standard.
- Crepe Myrtle (multi-trunk) or Queen Crepe Myrtle (single trunk) trees in white and/or pink would be attractive.

***Mr. Fogg motioned to approve Ground Zero Landscaping's proposal to plant two Crepe Myrtle trees, one white and one pink, between Narita Lane and Optunia Lane on Forest Lakes Boulevard. The quote for \$1,430.95 will be adjusted to fund the planting of two versus three trees. Second by Mr. Goody. Carried unanimously 4 – 0.***

## VI. PROJECT MANAGERS REPORT

### A. Budget Report

*Mr. Schumacher presented the Forest Lakes Roadway & Drainage MSTU Fund 159 dated July 6, 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 is \$177,152.32.
- Commitment's total \$67,093.97; \$84,892.80 is expended.
- Uncommitted Operating Expense funds available are \$25,165.55.
- No new Purchase Orders were generated.
- In the event Line items 15 -35 would exceed the budgeted amount, funds can be accessed from Line 36, the budget remainder.
- 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 to the Appraiser and Tax Collector, Lines 42 and 43, are facilitated 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 46, total \$230,000.00.
- Total available balance, less committed expenses, is \$458,341.70.

***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, should be reflected in the August 2021 budget report, pending approval by the Board of County Commissioners (BCC).***

**B. Status Report****1. Swales Re-Survey**

The resurvey to verify changes to the swales and determine if action to remedy is prudent has begun. Agnoli, Barber & Brundage (ABB) have plotted two (2) swales. ABB's survey manager noted two (2) variables have slowed the process:

- Moderate to heavy rain produces a negative effect.
- Overcast weather impedes GPS signal clarity and accurate measurements cannot be obtained.

*Mr. Schumacher will inform ABB of the golf course's seasonal closures to assist the firm in scheduling work without interference from golf play activity.*

**2. Lake #9 Wall Repair**

Three engineering companies were interviewed to provide an evaluation of the wooden retaining wall re-construction project on Lake 9.

**Mr. Schumacher** has been working with Jacobs Engineering Group, Inc. who will provide a "Scope of Service" for the following tasks:

- A. Evaluation of the failure of the existing wall.
- B. Design of a replacement wall with an "Opinion of Cost" for two construction methods:
  - A wooden vertical wall similar to the original.
  - Continuation of rip rap around the impacted segment.
- C. Evaluation and life expectancy prediction of three (3) additional lakes with wooden retainer walls.

*A proposal for task A is anticipated week ending July 11, 2021. The project will go out to bid upon completion of the design phase.*

**3. Forest Lakes Blvd (FLB) Pump Station & Camelia Ln Swale**

Mader Electric's electrical sub-contractor completed repairs to the electrical cabinet and the pump is up and running.

- Installation of an alarm bell to sound if the system fails, including a "silence" button to actuate manually.
- Installation of an annunciator on top of the control enclosure to flash red if pump fails.
- Manual start-up of pump resulted in a thirty-six (36) hour run cycle, after which the sub-contractor adjusted the float levels to actuates at a higher water level.
- The pump is functioning and stormwater flows down the swale as planned.

**VII. NEW BUSINESS****A. Sidewalk on Forest Lakes Drive – Proposed****1. Patrick Bernal Survey Data**

**Mr. Bernal** presented consolidated results of his Walkway Survey emailed to 250 of the 352 FLCA owners between November 30 and December 2, 2020.

A breakdown of the 178 resident responses:

- **Safety:** 75% of respondents voted "likely or very likely" a sidewalk will make the community safer.

- **Enjoyment:** 57% of the respondents voted “likely or very likely” a sidewalk will add to their enjoyment.
- **Property Value Increase:** 55% of the respondents voted “likely or very likely” property values will increase.
- **Beautification:** 66% of the respondents voted “likely or very likely” a walkway will enhance beautification of the landscape.

A second membership vote on May 25, 2021, requesting an opinion of support or non-support for a feasibility study on the sidewalk yielded opposition to the walkway. However, five (5) of the nine (9) board members voted in support of the walkway feasibility study. Opposition concerns included:

- Cost - Study cost is estimated in the \$20,000.00 range and may have led to the negative votes.
- Landscape damage (one (1) Pygmy Palm would be removed on the proposed route).
- Privacy issue for Phase IV residents.

**Mr. Bernal** distributed a proposed pathway route comprised of sections A, B and C and suggested the Forest Lakes Roadway and Drainage M.S.T.U. Advisory Committee consider a modification or a “limited sidewalk” proposal for section “A” that is wholly within the existing access easement along Forest Lakes Drive.

## 2. County Attorney’s Office – Easement Opinion

**Mr. Schumacher** requested the County Attorney’s office render a legal opinion on which entity would be authorized to grant easements for the six (6) condominium associations.

**Mr. Schumacher** noted the entity/entities in Forest Lakes Phase IV Condominium which possesses authority to grant permanent easements (the Master Association or individual Condominium Associations) would need to be determined.

*Mr. Bernal will send Mr. Schumacher the link for Forest Lake IV, a Condominium, documents review.*

The Committee discussed the following:

- Viability of project depends on release of easements.
- Long term infrastructure expenditures must be quantified.
- The MSTU ordinance allows sidewalks.
- It is not necessary to further survey the Forest Lakes community on the project.

*Ms. Arnold requested future surveys be submitted to her for review prior to distribution.*

### Next Steps

- Easement grant verification.
- Forest Lakes Phase IV resident support.
- Engineering feasibility study and cost.
- Design study and cost.

MINUTES

*Mr. Fogg motioned to Request a Quote for a technical engineering feasibility study for a sidewalk on Forest Lakes Drive bordering Forest Lakes IV, a Condominium. Second by Ms. Bell. Motion failed 2 “yes” - 2 “no.” Ms. Fanning and Mr. Goody voted “no.”*

**VIII. ONGOING BUSINESS**

None

**IX. PUBLIC COMMENTS**

**Mr. Burnham** reported “off roading” vandalism by vehicles resulted in damage to the golf course greens and fairways. The incidents have been reported to the police.

**X. ADJOURNMENT**

*There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:43 P.M.*

**NEXT MEETING:**

**AUGUST 3, 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**

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**Marianne Fanning, Chair**

The Minutes were approved by the Committee on \_\_\_\_\_, 2021 as presented \_\_\_\_\_, or as amended \_\_\_\_\_.

**FOREST LAKES MSTU**  
**FUND 159**  
**August 3, 2021**

FY-21	Vendor	Item	PO#	Budget	Commitments	Expenditures	Budget Remainder
1		CUR AD VALOREM TAX		\$ (303,400.00)	\$ -	\$ (289,372.94)	\$ (14,027.06)
2		OVERNIGHT INTEREST		\$ -	\$ -	\$ (383.80)	\$ 383.80
3		INVESTMENT INTEREST		\$ -	\$ -	\$ (1,432.72)	\$ 1,432.72
4		INTEREST TAX CO				\$ (31.22)	\$ 31.22
5		<b>REVENUE STRUCTURE</b>		<b>\$ (303,400.00)</b>	<b>\$ -</b>	<b>\$ (291,220.68)</b>	<b>\$ (12,179.32)</b>
6		TRANSFER FROM 259		\$ (85,000.00)	\$ -	\$ (50,000.00)	\$ (35,000.00)
7		TRANSFER FROM PROPERTY APPR.		\$ -	\$ -	\$ -	\$ -
8		TRANSFER FROM TAX COLLECTOR		\$ -	\$ -	\$ -	\$ -
9		CARRY FORWARD GENERAL		\$ (335,900.00)	\$ -	\$ -	\$ (335,900.00)
10		CARRY FORWARD OF ENCUMB AMT		\$ (18,752.32)	\$ -	\$ -	\$ (18,752.32)
11		NEG 5% EST REV		\$ 15,200.00	\$ -	\$ -	\$ 15,200.00
12		<b>TRANSFERS &amp; CONTRIB</b>		<b>\$ (424,452.32)</b>	<b>\$ -</b>	<b>\$ (50,000.00)</b>	<b>\$ (374,452.32)</b>
13		<b>TOTAL REVENUE</b>		<b>\$ (727,852.32)</b>	<b>\$ -</b>	<b>\$ (341,220.68)</b>	<b>\$ (386,631.64)</b>
	Agnoli Barber & Brundage, Inc	Engineering Services	4500208535		\$ -	\$ 6,754.25	
	Agnoli Barber & Brundage, Inc	Engineering Services	4500210339		\$ -	\$ 1,224.00	
	Agnoli Barber & Brundage, Inc	Swales Survey	4500211122		\$ 19,044.00		
14		<b>ENGINEERING FEES</b>		<b>\$ 10,000.00</b>	<b>\$ 19,044.00</b>	<b>\$ 7,978.25</b>	<b>\$ (17,022.25)</b>
15	Collier County		Direct Pay	\$ 5,100.00	\$ -	\$ 5,100.00	\$ -
16	Collier County		Direct Pay	\$ 500.00	\$ -	\$ -	\$ 500.00
17	Ground Zero	Landscape Incidentals	4500206672	\$ 20,000.00	\$ 6,775.57	\$ 3,224.43	\$ 10,000.00
	Ground Zero	Grounds Maintenance	4500206672		\$ 17,329.00	\$ 42,671.00	
	Mettauer Environmental, Inc.	Routine Lakes Maintenance	4500206669	\$ -	\$ 1,575.00	\$ 4,725.00	
18		<b>OTHER CONTRACTUAL</b>		<b>\$ 80,000.00</b>	<b>\$ 18,904.00</b>	<b>\$ 47,396.00</b>	<b>\$ 13,700.00</b>
	Bonness Inc.	Sidewalk Repairs	4500200192		\$ -	\$ 17,526.90	
	National Traffic	Provide Traffic Signage	VISA		\$ -	\$ 133.33	
	Estates Landscaping	Post & Cable Repairs	4500209347		\$ 1,598.00	\$ -	
19		<b>OTHER CONTRACTUAL</b>		<b>\$ 27,526.90</b>	<b>\$ 1,598.00</b>	<b>\$ 17,660.23</b>	<b>\$ 8,268.67</b>
20	FP&L	Electricity	Direct Pay	\$ 13,000.00	\$ 1,957.83	\$ 10,042.17	\$ 1,000.00
21	City of Naples	Reclaimed Water	Direct Pay	\$ 1,500.00	\$ 608.60	\$ 891.40	\$ -
22				\$ 300.00	\$ -	\$ -	\$ 300.00
23	Collier County	Insurance	Direct Pay	\$ 400.00	\$ -	\$ 400.00	\$ -
	SiteOne Landscape Supply	Irrigation Parts	4500206993		\$ 500.00	\$ -	
	Hydropoint Data	Cloud access to Hydropoint	VISA		\$ -	\$ 235.00	
24		<b>SPRINKLER SYSTEM MAIN</b>		<b>\$ 1,500.00</b>	<b>\$ 500.00</b>	<b>\$ 235.00</b>	<b>\$ 765.00</b>
25	Forestry Resource	Mulch	PCARD	\$ 1,000.00	\$ -	\$ 669.20	\$ 330.80
26	Harts Electric	Lighting Repairs	4500207296	\$ 7,500.00	\$ 2,908.20	\$ 1,091.80	\$ 3,500.00
27	Cartegraph Systems, INC.	Cartegraph License & Support for CAT		\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	Premier Staffing	Transcriptionist	4500206256		\$ 2,177.80	\$ 772.20	
	Mader Electric Motors	Stormwater Pump System	VISA		\$ -	\$ 500.00	
	Lykins Signtek	Street Name Signs	VISA		\$ -	\$ 440.00	
28		<b>OTHER MISCELLANEOUS</b>		<b>\$ 4,725.42</b>	<b>\$ 2,177.80</b>	<b>\$ 1,712.20</b>	<b>\$ 835.42</b>
29		OFFICE SUPPLIES		\$ 300.00	\$ -	\$ -	\$ 300.00
30	JM Todd	Monthly CPC (shared)	4500207221	\$ 300.00	\$ 31.51	\$ 98.49	\$ 170.00
31	Computers At Work	Computer Equip	4500209909		\$ -	\$ 261.11	\$ (261.11)
32	Computers At Work	Laptop for MSTU Project Manager	4500209003		\$ -	\$ 700.00	\$ (700.00)
33		FERT HERB CHEM		\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
34	Home Depot/Sunshine Ace	Padlock/Hardware	VISA	\$ 300.00	\$ -	\$ 24.65	\$ 275.35
35		OTHER TRAINING		\$ 200.00	\$ -	\$ -	\$ 200.00
36		<b>OPERATING EXPENSE</b>		<b>\$ 177,152.32</b>	<b>\$ 54,505.51</b>	<b>\$ 97,484.93</b>	<b>\$ 25,161.88</b>
37		IMPROVEMENTS GENERAL		\$ 169,000.00	\$ -	\$ -	\$ 169,000.00
38		<b>CAPITAL OUTLAY</b>		<b>\$ 169,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 169,000.00</b>
39		TRANS TO 111 UNINCOR		\$ 56,700.00	\$ -	\$ 56,700.00	\$ -
40		TRANS TO 259 F		\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
41		<b>TRANSFERS</b>		<b>\$ 106,700.00</b>	<b>\$ -</b>	<b>\$ 106,700.00</b>	<b>\$ -</b>
42		Budget Trans from Appraiser		\$ 2,700.00	\$ -	\$ 2,463.11	\$ 236.89
43		Budget Trans from Tax Collector		\$ 7,300.00	\$ -	\$ 6,476.51	\$ 823.49
44		<b>TRANSFERS CONST</b>		<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ 8,939.62</b>	<b>\$ 1,060.38</b>
45		RESERVES FOR CAPITAL		\$ 265,000.00	\$ -	\$ -	\$ 265,000.00
46		<b>RESERVES</b>		<b>\$ 265,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 265,000.00</b>
47		<b>TOTAL EXPENDITURES</b>		<b>\$ 727,852.32</b>	<b>\$ 54,505.51</b>	<b>\$ 213,124.55</b>	<b>\$ 460,222.26</b>

176,394,909	FY-10 Final Taxable Value
145,888,273	FY-11 Final Taxable Value
132,933,552	FY-12 Final Taxable Value
129,715,669	FY-13 Oct Taxable Value
129,977,881	FY-14 Oct Taxable Value
140,171,072	FY-15 Oct Taxable Value
152,711,783	FY-16 Oct Taxable Value
165,722,702	FY-17 Oct Taxable Value
190,428,196	FY-18 Oct Taxable Value
202,132,375	FY-19 Oct Taxable Value
210,299,015	FY-20 Oct Taxable Value
216,607,985	FY-21 July Estimate Taxable Value
3.00%	Adj. FY-20 to FY-21

Report Date 7/27/2021 mts

Property Tax Summary		Operating Budget Summary		Millage Summary			
FY-21 July Estimate Taxable Value	216,607,985	Millage:	FY 20 1.3348	FY 19 1.3793	Debt Service 2.6652	Operations 1.3348	Total 4.0000
		Revenue:	\$289,128	\$278,801	\$577,300	\$289,100	\$866,400