January 9, 2018

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

MINUTES
JANUARY 9, 2018

I. CALL TO ORDER
Chairman Fogg called the meeting to order at 10:06 A.M.
A quorum was established.

II. ATTENDANCE
Advisory Committee
George Fogg - Chair
Marianne Fanning - Vice Chair
Richard Barry
Barbara Bell
John Goody

Staff
Michelle Arnold - Director (Excused)
Dan Schumacher - Project Manager

Contractors
Aaron Gross - Ground Zero Landscaping
Scott Windham - Windham Studio
Wendy Warren - JuriSolutions

Community Attendees
Doug Burnham - Quail Run GC
Marti Taylor
Robert Monico

III. APPROVAL OF AGENDA
Chairman Fogg moved to approve the Agenda of the Forest Lakes Advisory Committee subject to
the following change:
Add: VIII. A. New Business: Entrance Signing
Second by Ms. Fanning.  Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES – December 4, 2017
Ms. Fanning moved to approve the minutes of the December 4, 2017 Forest Lakes Advisory
Committee as presented. Second by Ms. Bell.  Carried unanimously 5 - 0.

V. CONTRACTORS REPORTS
A. Windham Studio – Scott Windham
Mr. Windham reported the original vision for the Forest Lakes M.S.T.U. Street Tree Project
focused on juxta positioning seasonal color (taller and courtyard flowering trees) with shade
trees along the roadway. He distributed two reports: the Forest Lakes Phase 1 and 1A Irma
Tree Lost List and Recommended Replacement Tree Images.
1. Irma tree damage.
   • Forest Lakes Phase 1 and 1A Irma Tree Lost List dated January 8, 2018 was
distributed. Ninety-eight hardwood trees (59%) were lost and one Palm tree.
• The spread sheet indicated the Royal Poinciana, Muskogee Crepe Myrtle and Queen Crepe Myrtle trees fared best. Crepe Myrtle demonstrated great resilience County wide.
• The White Geiger, Floss Silk and Cassia trees (fifteen of which had been replaced Pre-Irma with Bougainvillea Standards) were decimated.

2. **Prospective replacements.**
• The *Recommended Replacement Tree Images* spread sheet dated January 8, 2018 categorized trees in four areas – Large Flowering Trees, Small Flowering Trees, Midsize-Large Shade Trees and Small Evergreen Trees – as candidates to be introduced in the refurbishment effort.
• Mr. Windham discussed the pros and cons of each species.
• Mr. Windham will research to determine if the Golden Rain Tree is on Collier County’s invasive species list prohibiting planting.

During Committee discussion the following was noted:
• Absence of irrigation from the *Street Tree Project* vicinity is a consideration for specimen selection. Weekly inspection of the new plantings will be conducted by the landscape contractor.
• Plant selection for areas housing utility structures, including lift stations, should address accessibility for trucks and equipment.
• The Crepe Myrtle Trees proved to be resilient during the storm, offers multiple color choices and blooms fairly consistently.
• The Shady Lady Tree is not deciduous but can be susceptible to caterpillars.
• Some people are susceptible to allergies from Bottlebrush pollen.
• Trees susceptible to rodents should be identified.
• The small scale of the Ligustrum Tree does not provide sufficient shade.
• The Geiger Tree requires regular irrigation.
• Flowering trees do lose foliage.
• The Silver Buttonwood Tree is very attractive and strong reaching a height in the thirty foot range.
• Viewing of the following trees is suggested: Bridalveil (Old 41, Bonita Springs), Bulnesia Tree (Naples Boulevard area) and Satin Leaf (Clam Pass).
• Trees will be planted for shade and color – not specific to residences – with attention given to spacing to accommodate future growth.
• All trees are in a similar price range.
• Clarify the entity which bears the cost of tree replacement from storm damage – *Mr. Schumacher* noted FEMA bore the cost of hurricane clean up; he will investigate if FEMA covers replacement of damaged assets. The project will be funded by the Forest Lakes M.S.T.U. budget if not covered by FEMA.

*Mr. Windham* will contact Pam Lulich, Manager, Landscape Operations, Road Maintenance Division, to ascertain County species of trees which showed resiliency from the storm.

*Mr. Windham* noted he has the “as built” plans for the original design. He recommended preparing a three-phase proposal with recommendations by location for presentation to the Committee at the March 2018 meeting. The scope would include an on-site evaluation of existing conditions, conceptual, color coded plan with photographs incorporating seasonal color sequence blended with green shade trees, and construction drawings with cost estimates.
Chairman Fogg motioned to authorize Windham Studio’s, Inc. design a Street Tree Replacement Plan for trees destroyed in Hurricane Irma for presentation at the March 2018 meeting. Second by Mr. Barry. Carried unanimously 5 – 0.

B. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- Fertilizer application is complete.
- One Bougainvillea Standard lost its leaves; new growth is forging. Health will be monitored.
- An irrigation head at the front entrance was replaced.

VI. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the “Forest Lakes MSTU Fund 159, January 9, 2018” for FY18 noting:

- FY18 Ad Valorem property tax revenue budget is $256,100.00 of which $204,736.74 has been collected.
- Total revenue FY18 is $488,800.00 including investment interest, transfers and contributions (minus a 5% reserve of $12,900).
- Operating Expense Budget is $162,100.00 of which $80,293.24 is committed; $15,917.13 is expended.
- Unencumbered Operating Expense funds available are $65,889.63.
- A Purchase Order in the amount of $6,300.00 (of which $575.00 is committed) has been issued to Mettauer Environmental for aquatic vegetation maintenance in the Quail Run Golf Club lakes.
- A Purchase Order in the amount of $11,220.00 has been issued to Preferred Material for asphalt milling of a sixty-foot lane width area of pavement at the Forest Lakes Boulevard front entrance. Work is complete.
- A Purchase Order in the amount of $6,150.00 and Notice to Proceed have been issued for Windham Studio’s. The FY-17 purchase order balance of $1,500.00 will be canceled on pending processing of any unpaid invoices.
- A Purchase Order for Ground Zero Landscaping in the amount of $12,000.00 for swales maintenance is reflected in the budget.
- The outstanding balance for Hannula Landscaping, a carry-over from the FY17 swale maintenance contract, will be cancelled.
- The stormwater “Drainage Improvements” project will go out to bid in the first quarter of 2018 with construction scheduled in mid-April, as requested by the Quail Run Golf Club. Funds are allocated in the FY18 budget.
- Total available FY-18 balance is $387,021.75.

Mr. Schumacher reported on the fountain repair for Lake 14:

- Hart’s Electrical Inc. repaired the electrical mast on the meter box which powers the #2 and #3 fountains in Lake 14.
- Florida Power & Light reconnected the meter which powers the fountain for the Emerald Greens Condo Association Lake.
- Clocks have been re-set.
B. Election of Officers

Mr. Schumacher reported on the procedure for Election of Advisory Committee Officers to the Forest Lakes M.S.T.U. Advisory Committee as follows:

1. February meeting.
   i. Nominations for officers will be tendered, the election held, and officers seated at the February 6, 2018 meeting.

2. Bylaws, Article IV.
   i. *Forest Lakes M.S.T.U. Bylaws, ARTICLE IV, Election of Officers* dated September 19, 2014 was distributed to the committee members.


Mr. Schumacher reported a Purchase Order has been requested for The Davey Tree Expert Company, the contractor retained for removal of debris on Woodshire Lane resulting from Hurricane Irma.

D. Quotes

Mr. Schumacher reported as follows:

1. Quote(s) Requested:
   i. (a) McShea/Roadway Thermoplastic – update to include Forest Lakes Dr. and Quail Forest Blvd.

   The committee’s approval of up to $65K to perform the roadway work was presented to and accepted by McShea Contracting. A Purchase Order request has been prepared and will be submitted pending receipt of a final proposal from McShea.

   (b) Sprinkler system shut-downs need to be coordinated.

   The striping project requires two to three days during which irrigation in the work location must be off.

   *Mr. Schumacher will coordinate the job schedule with McShea and consider the feasibility of performing the work during the day versus their traditional over-night time frame for work.*

   ii. Municipal Sign/Street & Stop sign replacement.

   A quote has been requested from Municipal Sign & Supply Company for sign replacement including stop signs for Quail Forest and Forest Lakes.


   Mr. Schumacher distributed photographs of the pavement repairs at the entrance of Forest Lakes and Forest Lakes and Quail Forest Boulevards and reported the work is complete.

3. PO requested: Ground Zero Landscape Maintenance. (Dec-31).

   Mr. Schumacher reported Ground Zero Landscaping has been awarded the contract for landscape maintenance for the Forest Hills M.S.T.U. A Purchase Order has been requested.

E. Light Pole Number Duplicates

Mr. Schumacher will follow up with Mr. Goody to ascertain the method used by the Turtle Lake Golf Condominium Association to clean the light pole numbers.
VII. NEW BUSINESS
A. Entrance Signing

Mr. Schumacher distributed photographs depicting the marking for the entry into Forest Lakes from Pine Ridge Road and the median which was moved back during construction to widen the exit from Forest Lakes to Pine Ridge Road.

The Committee noted Entrance and Exit Only signs (verbiage and placement to be determined) should be installed at the entrance to the Forest Lakes community.

Mr. Schumacher will:
- Confer with Traffic Operations regarding the options for entrance signage and report his findings to the Committee.
- Include repair/replacement of the left turn sign from Pine Ridge Road onto Woodshire Lane to the sign list.
- Investigate the feasibility for placement of traffic deterrents (cones) on Woodshire Lane to prevent left hand turns by automobiles into the Publix parking lot.

VIII. OLD BUSINESS
None

IX. PUBLIC COMMENTS
Robert Monico, 1065 Forest Lakes Drive, informed the Committee of his interest in serving on the Forest Lakes M.S.T.U. Advisory Committee if an opening becomes available.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:51 AM.

NEXT MEETING: FEBRUARY 6, 2018 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES FL 34112

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

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George Fogg, Chairman

The Minutes were approved by the Committee on _________________, 2018, as presented ____, or as amended ______.