MINUTES
SEPTEMBER 4, 2018

I. CALL TO ORDER
Chair Fanning called the meeting to order at 10:00 A.M.
A quorum was established.

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

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

Contractors
Aaron Gross - Ground Zero Landscaping
Wendy Warren - JuriSolutions

Community Attendees
Lee Dixon
Anthony Etz
Stacie Young
Richard Russell

III. APPROVAL OF AGENDA
Mr. Fogg moved to approve the Agenda of the Forest Lakes Advisory Committee as amended:
Add: Item VI. New & Ongoing Business – B. No Truck Signs.
Second by Ms. Bell. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES – August 7, 2018
Mr. Fogg moved to approve the minutes of the August 7, 2018 Forest Lakes Advisory Committee subject to the following changes:
Page 1, Item V. B. – Contractors Reports: Perimeter Tree Replacement Plan from “…Street Tree Project focuses on juxta positioning seasonal color…,” to … Street Tree Project focuses on juxtapositioning seasonal color…).”

Page 2, Item V. B. – Contractor’s Report: Ficus Hedge from “…Mr. Schumacher and Mr. Denton will investigate removal of the Ficus Hedge on Forest Lakes Boulevard, northwest of the golf course driving range, and suggest alternatives…,” to … Mr. Schumacher and Mr. Denton will investigate removal of the Ficus Hedge on Forest Lakes Boulevard, west of the golf course driving range, and suggest alternatives…).”

Page 4, Item VII. A. – New & Ongoing Business from “…Steve Carnell recommended Mr. Schumacher schedule a meeting with the Department to evaluate fundable categories that may be appropriate for M.S.T.U. funds…,” to … Steve Carnell recommended Mr. Schumacher schedule a meeting with the Parks and Recreation Department to evaluate fundable categories that may be appropriate for M.S.T.U. funds…).

Page 4, Item VII. – New & Ongoing Business from “…Mr. Schumacher will continue to pursue options for assumption of responsibility of the trees maintenance and report his findings at a future
meeting...” to … Mr. Schumacher will continue to pursue options for assumption of responsibility of the trees’ maintenance and report his findings at a future meeting ...).”

Second by Mr. Barry. Carried unanimously 5 - 0.

V. CONTRACTORS REPORTS


B. Perimeter Tree Replacement Plan – Advisory Committee Comments

The Committee commented on the Forest Lakes M.S.T.U. Street Tree Project noting:

- Larger trees designated on the conceptual plan should be reviewed for placement to avoid conflicts with light posts.
- Trees should not interfere with drainage swales or be in the “flow line” of drainage.
- Consider adding trees on Woodshire Lane in the open space by Fairways at Emerald Greens.
- Providing shade over sidewalks to protect pedestrians from the sun is a key component.
- Specimens should be placed to ensure minimal encroachment on homeowners’ property. Mr. Schumacher will review easement arrangements and work with single family homeowners in advance of project implementation.

The Perimeter Tree Replacement Project will be reviewed at the December 2018 meeting and recommendations for implementation targeted for late spring 2019.

Mr. Schumacher will solicit a quote for the project prior to the meeting as shown on the Conceptual Plan, including the costs for material purchase and installation.

C. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- The front entrance Bougainvillea Standards are responding to fertilization and fungicide spray; fertilizer application will be repeated in three (3) weeks.
- Tree suckers on Forest Lakes Boulevard were trimmed.
- The invasive Potato Vine on the fence bordering Naples Bath and Tennis Club will be re-sprayed with herbicide.
- Brazilian Pepper plants, creeping onto the sidewalk by the golf club maintenance building, will be cut back. Quail Run Golf Club management advised Staff Brazilian Pepper will be removed when new landscaping is installed.
- Tree limbs interfering with light pole lamps will be trimmed.

VI. PROJECT MANAGERS REPORT

A. Budget Report

Mr. Schumacher presented the “Forest Lakes MSTU Fund 159, September 4, 2018” for FY-18 noting:

- FY18 Ad Valorem property tax revenue budget is $256,100.00 of which $246,283.77 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 $40,039.70 is committed; $83,785.63 is expended.
- Unencumbered Operating Expense funds available are $36,274.67.
• The Purchase order for Ground Zero Landscape will be reviewed to confirm funds are sufficient to ensure continuity in service.
• Ad Valorem Property Tax Values increased 6.18% for FY-18 over FY-19; the Operating Budget dollar increase will be reflected in the FY-19 budget.
• New Purchase Orders will be issued to accommodate the FY-19 budget requirements.
• The Operating Expense balance will “roll over” to the FY-19 budget.
• The existing bond will be repaid in 2022.
• Total available balance for FY-18 is $146,526.51.

B. Quail Run Ficus Hedge - Removal
Ms. Arnold advised Mr. Schumacher the Ficus Hedge on Forest Lakes Boulevard, west of the golf course driving range, was installed by the Golf Course as a screening buffer for residents and is not an M.S.T.U. asset.

Code Enforcement will be consulted to determine parameters for removal and replacement and it will be determined if the M.S.T.U. has an easement for the area.

Mr. Schumacher will consult with Doug Burnham, General Manager, Quail Run Golf Club, regarding screening requirements and maintenance responsibility and report his findings to the Committee.

C. Status
Bonness. Inc. replaced nineteen (19) cracked sidewalk slabs from Woodshire Lane to Forest Lakes Boulevard which posed trip/safety hazards.

The Committee queried why wire was not installed as part of the process. Staff noted the sidewalks are for pedestrian usage (vehicles/trucks will not be crossing) and installation is in accordance with County standards. Quotes will be requested with and without wire application for future installation.

Agnoli, Barber & Brundage conducted a full inspection of the Drainage Improvements Project (east of Quail Forest Blvd. on Forest Lakes Blvd.). Four items on the “punch list” were addressed by Haskins, Inc. Final inspection was passed by Agnoli, Barber & Brundage who will now produce “as built” drawings

The “Gordon River Extension Stormwater Study” prepared by ABB is scheduled for distribution fall 2018. Findings and recommendations may provide drainage options for consideration for the Forest Lakes community if the Gordon River water level is lowered.

The modified roadway re-striping project to install thermoplastic center line striping and reflectors on the Forest Lakes roadways of Woodshire Lane, Forest Lakes Boulevard, Forest Lakes Drive and Quail Forest Boulevard including stop bars, crosswalks, golf cart crossings and blue reflectors on fire hydrants is complete.

The Committee noted specific locations which lacked striping or reflector product installation as specified in the contract. Mr. Schumacher will review the scope of work area, notify McShea and ensure the missing applications are completed.
   This topic, discussed under V.B. will be addressed at the December 2018 meeting.

D. Procurement.
   Ground Zero Landscaping was the lowest bidder to the County’s Invitation to Bid (ITB)
   Landscaping Contract request for the Forest Lakes Roadway and Drainage M.S.T.U. and,
   according to County practice, was awarded a three year contract with option for two one year
   renewals.

   The Contract will be presented to the Board of County Commissioners on September 25, 2018
   for approval commencing October 1, 2018. The Purchase Order will be reflected in the
   FY-19 budget.

2. PO’s Requested: n/a
   No Purchase Order requests are pending.

E. Light Pole Lamp Replacements – Hart’s Electrical
   Mr. Schumacher has requested a specification sheet and quote from Hart’s Electrical for a
   potential LED replacement bulb. One fixture will be installed and evaluated for color and
   brightness. If LED bulbs are adopted, the fixtures will be replaced as outages occur.

   Mr. Schumacher will compare costs, metal halide versus LED.

F. Light Pole Number Duplicates
   Mr. Schumacher will purchase the number and letter decals for light pole renumbering
   designation on the north side of the Forest Lakes Boulevard.

VII. NEW & ONGOING BUSINESS
A. Quail Run GC – MSTU Funds from the MSTU for golf course beautification and
   maintenance.
   1. Request submitted to the County Attorney’s Office to evaluate feasibility.
      Mr. Schumacher met with the Parks and Recreation Department to obtain information on
      their methods for funding Athletic Fields which may be relative to the Golf Courses’
      request for MSTU fund contribution.

      A meeting will be held to update the County Attorney’s office on the project and an
      opinion sought on the feasibility of the Forest Lakes M.S.T.U. financially participating in
      projects with the Quail Run Golf Club.

      Mr. Schumacher will update the Committee on the status of the proposal at the October
      meeting.

B. No Truck Signs
   In response to communication from a resident on Woodshire Lane, Mr. Schumacher
   submitted a proposal, including sign company and pricing information, to Kite Property
   Services requesting installation of two (2) NO TRUCKS signs and one (1) NO LEFT TURN
   sign exiting from The Crossings onto Woodshire Lane (photographic diagram attached).
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The Committee will be updated on the request at a future meeting.

VIII. OLD BUSINESS

Drainage Pipe Maintenance
The Committee requested storm water drain pipes along Forest Lakes Boulevard and Woodshire Lane are cleaned to remove debris, corrosion, and other waste buildup in the storm drain lines.

*Mr. Schumacher will research the maintenance history for drainage in the areas, apprise the Committee of his findings and schedule the project for FY-19.*

Australian Pines
Mr. Barry queried on his request for Staff to investigate the possibility of the County assuming responsibility for trimming the Australian pines on Pine Ridge Road.

*Mr. Schumacher will continue to pursue options for assuming responsibility for tree maintenance and report his findings at a future meeting.*

IX. PUBLIC COMMENTS

Name Tags
At the suggestion of Stacie Young, 1606 Forest Lakes Boulevard, Mr. Schumacher will provide name tags for the Committee members.

Stormwater Utility
Lee Dixon requested clarification on a County notification for a “Stormwater Tax Assessment” funding stormwater projects.

Mr. Schumacher reported the County continues to collect data and address the most effective avenue to fund storm water maintenance projects given the regulatory requirements for water quality and flood control noting the goal is to provide a dedicated stream of capital to fund drainage projects. He recapped as follows:

- Treating and disposing of stormwater in Collier County is a major issue and currently underfunded.
- The County is studying how to best fund the regulatory and water quality requirements as well as flood control and property protection.
- The goal is to treat all property owners equally and provide incentives for best management practices along with enhanced water quality.
- The study recommends a “user fee” to fund the improvements calculated on the following conditions:
  - Lot size
  - Impervious surfaces versus vegetated areas.
- The Public is invited to attend the Board of County Commissioners Budget Hearing scheduled for September 6th.

The Committee noted the Forest Lakes Roadway and Drainage M.S.T.U. is currently funding stormwater maintenance and, consequently, should be exempt from the fee.

*Mr. Schumacher, noting there is an “appeal process,” will discuss the Committee’s position with Ms. Arnold and report the information at a future meeting.*
X.  ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:40 AM.

NEXT MEETING:  OCTOBER 2, 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

________________________________
Marianne Fanning, Chair

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