

FOREST LAKES

ROADWAY and DRAINAGE M.S.T.U. ADVISORY COMMITTEE

3299 East Tamiami Trail - Suite 103, Naples, FL 34112

OCTOBER 7, 2014

MINUTES

I. CALL TO ORDER

Vice Chairman George Fogg called the meeting to order at 10:15 AM.
A quorum was established; three (3) voting members were present.

II. ATTENDANCE

Members: George Fogg – Chairman
Marianne Fanning
Ken Bloom (Excused)
Richard Barry
Kevin McKyton

County: Darryl Richard – MSTU Project Manager

Others: JuriSolutions – Sue Flynn

III. APPROVAL OF AGENDA

Add: VI. C. Swale Maintenance Quote

Marianne Fanning moved to approve the Agenda as amended. Second by Kevin McKyton. Carried unanimously, 3 – 0.

IV. APPROVAL OF MINUTES – SEPTEMBER 2, 2014

Chairman Fogg handed the transcriptionist minor and reorganizational changes to the September 2, 2014 Minutes.

Change:

- I. Vice Chairman George Fogg to Chairman*
- IX. 2nd line, be rowed over in the s/b be rolled over into*
- IX. Kenneth Bloom noted should read “the Woodshire Entrance needs improvement.”*
- IX. Michelle Arnold explained should read “funds have been rolled over”*

Chairman Fogg moved to approve the Minutes of the September 2, 2014 Meeting as amended. Second by Marianne Fanning. Carried unanimously; 3 – 0.

V. BUDGET REPORT

A. DEREK’S – DEBT SERVICE REPORT

Clerk gave a cash position report for the Debt Service Fund 259 shows Total Liabilities and Equity as of September 11, 2014 at \$939,890.44. (See attached)

B. DEREK’S – OPERATING REPORT

Clerk gave a cash position report for the Operating Fund 159 shows Total Liabilities and Equity as of September 11, 2014 at \$581,873.89. (See attached)

C. MONTHLY BUDGET REPORT

Darryl Richard distributed and reviewed the *Forest Lakes MSTU Monthly Budget (Fund 159)* dated October 7, 2014. (See attached)

He reported there is not a line item for Capital Improvements. This is due to no capital improvements have been budgeted for this year. The budget shows the beginning funds for fiscal year 2014-13.

*(Dick Barry arrived at 10:25 AM; Committee Members increased to **four** voting members.)*

VI. PROJECT REPORT

A. MAINTENANCE REPORT

Staff gave a brief Maintenance status report for the Forest Lakes Landscape maintenance areas. (See attached)

- General site areas look good.
- Bees in valve box issue resolved; bees have been relocated by bee keeper.
- 2 trees damaged by Quail run Golf Course Contractor will be replaced; a follow-up discussion is underway with golf course and contractor.
- MSTU planted trees near sidewalk have been trimmed to meet the 10 ft. clearance requirement.
- FPL is trimming trees to clear from power lines.

B. FENCE REPAIR QUOTE

Staff distributed an estimate from Gatekeepers dated October 6, 2014 to repair fence damaged by a vehicle in the amount of \$375. (See attached)

Chairman Fogg moved to approve Gatekeepers estimate to repair fence in the amount of \$375. Second by Marianne Fanning. Motion carried; 4 - 0.

C. SWALE MAINTENANCE QUOTE

Staff distributed and reviewed the solicitation of bids for Forest Lakes MSTU - Swale Mowing quote results begin date September 10, 2014. The solicitation of bids begin date January 1, 2014. (See attached)

Darryl Richard reported receiving one bid from Hannula for \$70,568.28. The quote is too high for MSTU Budget. He noted Hannula submitted a bid for the same Swale Mowing in January for \$37,141.20.

Chairman Fogg asked Erin Ronsen, Quail Run Golf Course Manager, if Quail Run Golf Course would be interested in bidding to mowing swales.

Staff will research putting bid back out and research the process to have Golf Course bid on mowing swales. This process could take up to 30 days.

Kevin McKyton and **George Fogg** both have contractors who would do the mowing for less.

Staff directed them to give Purchasing contact information on the contractors.

Purchasing will send them out bid packages to submit bids.

Darryl Richard spoke to Michelle Arnold regarding the high bid and only bid from Hannula. Michelle Arnold indicated the maximum she would allow will be 6 mowing's @ \$1,031.70 (last year's quote) plus 4%. He suggested retaining a temporary purchase order to cover swale mowing until a fair quote has been received. He spoke with Hannula regarding renegotiating numbers by reviewing cost analysis to come up with a better number. He asked the Advisory Committee to consider approving \$6,500 to mow swales during the interim.

Chairman Fogg moved to authorize the mowing expenditure of \$6,500. Second by Kevin McKyton. Motion carried; 4 – 0.

VII. ENGINEER REPORT

A. PROPOSAL

Staff distributed a proposal from Agnoli, Barber & Brundage, Inc. (ABB) dated October 1, 2014 under the terms and conditions of the County Contract 13-6164.

Darryl Richard reviewed the drainage project per proposal.

Dick Barry moved to retain Agnoli, Barber and Brundage to do necessary engineering drawings to improve the drainage per their proposal. Second by Kevin McKyton. Motion carried; 4 – 0.

VIII. OLD BUSINESS

Public Speakers

Lisa Johnson address traffic light issue. It was determined it was an Operation and not an MSTU issue.

IX. NEW BUSINESS

(NONE)

X. COMMITTEE MEMBER COMMENTS

(NONE)

XI. PUBLIC COMMENTS

Public Speakers

Judy Donovan reported a leaking pipe. It was determined it was a City issue not an MSTU.

XII. NEXT MEETING DATE

**NEXT MEETING: NOVEMBER 4, 2014 AT 10:00 AM
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKE DRIVE, NAPLES, FL 34105**

There being no further business for the good of the County, the Meeting was adjourned by order of the Chairman at 11:12 AM.

**FOREST LAKES ROADWAY AND
DRAINAGE MSTU ADVISORY
COMMITTEE**

George Fogg, Chairman

The Minutes were approved by the Committee Chair on _____, 2014
“*as submitted*” [___], **OR** “*as amended*” [___].