

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

ADVISORY COMMITTEE
3299 East Tamiami Trail Suite 103
NAPLES, FL 34112

Minutes February 2, 2016

- I. Call to Order**
Chairman Fogg called the meeting to order at 10:02 A.M.
A quorum was established
- II. Attendance**
Members: George Fogg, Chairman; Richard Barry; John Goody; Barbara Bell; Marianne Fanning.
County: Michelle Arnold, Director; Harry Sells; Project Manager
Other: Doug Burnham, Quail Run Golf Club; Wendy Warren, JuriSolutions
- III. Approval of Agenda**
Chairman Fogg moved to approve the Agenda as presented. Second by Ms. Fanning. Carried unanimously 5 - 0.
- IV. Approval of Minutes – January 5, and 2016**
Mr. Barry moved to approve the minutes of the January 3, 2016 Forest Lakes Advisory Committee meeting subject to the following changes:
Page 2, V. Project Managers Report - Status of Swale Modeling, from “...swale maintenance and recontouring the swale north of Lake east of hole 17) ... to “...**swale maintenance and recontouring the swale north of Lake 15 east of hole 17).**”
Page 4, VII. Old Business – Consulting Services for Landscape Architecture, from “... meeting attendance by the Architect will be on an “as requested” basis) ... to **meeting attendance by the Landscape Architect will be on an “as requested” basis).**”
Page 4, VIII. Committee Member Comments from ... the removal of the Fichus Hedge) ... to “...**the removal of the Ficus Hedge).**”
Second by Chairman Fogg. Carried unanimously 5 - 0.
- V. Project Managers Report**
1. Budget Report
Ms. Arnold presented the “*Forest Lakes MSTU Fund 159, February 2, 2016*” for information purposes and provided an overview of the budget noting:
- Property taxes collected to date total \$153,007. with a balance of \$30,392. remaining.

- Of the \$133,900. FY16 Operating Expense budget, \$71,937. is committed and \$30,091. in invoices have been paid leaving \$31,871. available for expenditures excluding reserves.
- Reserve balance totals \$226,100.

Ms. Arnold noted the outstanding property tax balance should be collected in March.

Mr. Burnham inquired regarding reimbursement to the Quail Run Golf Club for repair of a lighting short circuit on the front entrance island.

Ms. Arnold advised the MSTU has a process for authorizing expenditures and does not reimburse third parties for repair expenses which do not adhere to the procedure.

2. Landscape Maintenance Report

Ms. Arnold presented the Forest Lakes Monthly Maintenance Report dated January 26, 2016 from Scott Windham, Landscape Architect, Windham Studio, Inc., highlighting:

- Directory Sign Area – Recommend replacing the Oleander with Ixora 'Trinidad' or Petra Croton to match circle median.

The Committee discussed Mr. Windham's recommendation and agreed to remove and replace the Oleander with Petra Croton.

- Entry West Right of Way – Recommend replacement of the Ficus hedge with Clusia as a future project.

Ms. Arnold noted the hedge is on private property and the MSTU does not have the authority to plant in that area.

- Remainder of items detailed on the report will be addressed with the landscape maintenance contractor.

Chairman Fogg motioned to replace the Oleander in the directory sign area with Petra Crotons to match the circle median at a cost not-to-exceed \$500.00. Second by Ms. Fanning. Carried unanimously 5 - 0.

3. Lake 14 Fountain Pump Replacement Proposal

Mr. Sells reported the quote from Horvath Lake Fountains, Inc. to install two new fountains on Lake 14 at a cost of \$6,750 (\$3,375 each) expired. He will request email confirmation from the company that the original quote is still valid. Purchase orders will be issued for project installation and warranty coverage. The vendor will mobilize installation upon issuance of the purchase orders.

The Committee discussed the terms of the maintenance contract noting labor to change light bulbs is included; however the lamps will have to be purchased at an added cost.

VI. New Business

Mr. Burnham requested the MSTU assume responsibility for lake maintenance. The expense to the Quail Run Golf Club for weed control and rock cleaning is approximately \$6,000. annually and the ongoing maintenance benefits the beautification of the community. An easement could be granted to the MSTU to perform the work.

Chairman Fogg noted the MSTU has easements for their areas of responsibility and the lakes are not included.

Ms. Arnold advised the County can only maintain and improve areas within the MSTU or via an easement agreement. She noted the MSTU was originally created to make drainage improvements and

maintenance was intended to be resumed by the golf course. The ordinance governing the MSTU has been amended through the years to add maintenance responsibilities but it is understood that the maintenance will be for items installed/constructed by the MSTU and where easements have been obtained. She cautioned the committee that adding items will include added costs.

Ms. Bell opposed accepting the responsibility of maintaining the lakes pending clarification of costs affiliated with the proposal.

Chairman Fogg moved the M.S.T.U. accept the responsibility of maintaining the lakes after obtaining easements from the Quail Run Golf Course for access to the Lakes for improvements and maintenance to be negotiated with Quail Run Golf course management. Costs associated with preparation of any easement documents, surveys, maps, etc. to be borne by the M.S.T.U. Second by Mr. Barry. Motion carried 4 “yes” 1 “no.” Ms. Bell opposed.

VII. Old Business

1. Code Enforcement

Ms. Arnold reported she sent an email update to the Committee regarding replacement of the shopping center Ficus hedge noting the investigator from Collier County code compliance visited the site and was responsive to hedge replacement. She will inform the Committee on the time frame for the work on receipt of notification from the County.

Ms. Arnold reported a second investigator visited the community to review the request for removal of the Brazilian Pepper on the cart path at the stop sign abutting golf course holes twelve and thirteen to improve visibility. The investigator advised plantings could be cut back but not removed. She requested the investigator contact **Mr. Burnham** to coordinate a plan of action.

Mr. Burnham stated he had not been contacted by the code compliance investigator; **Ms. Arnold** will call the investigator and provide him with **Mr. Burnham’s** contact information.

The Committee discussed the cart path plant issue and reiterated their goal to have the plants removed stating the planting was not installed as part of a required plan but grew there voluntarily. **Ms. Arnold** will see if original development plans are on file to document the plants are not original to the location and report her findings to the Committee.

VIII. Committee Member Comments

Street Light Bulb Replacement

The Committee noted residents reported lights are not working.

Ms. Arnold advised she is securing quotes from electrical contractors for ballast and light replacement as part of the maintenance plan for FY16.

Mr. Sells recommended a resident or committee member determine the pole numbers of the nonfunctioning lights and report the information to Staff.

Lee Dixon, Turtle Lakes Golf Colony Condominium Association, volunteered to provide a list with pole numbers of nonfunctioning street lights to Staff.

MSTU Contact Information Community Notification

The Committee discussed methods of communicating MSTU contact information to residents.

Mr. Barry motioned a document providing M.S.T.U. information on what the MSTU responsibilities are and the committee's contact numbers are provided to the Homeowner Associations management for distribution to their residents and Single Family Home notification will be delivered to owners by members of the Board. Second by Ms. Bell. Carried unanimously 5 - 0.

IX. Public Comment

Megan Young of Fig Lane inquired regarding water management control and drainage of the Gordon River extension canal abutting Fig Lane.

The committee noted South Florida Water Management District and the Collier County storm water department have jurisdiction over the flow of water through the canal, not the M.S.T.U.

Ms. Arnold advised the canal is outside of the MSTU district boundaries and therefore is outside of the MSTUs jurisdiction.

Megan Young reported tree trimming and staking is not properly done causing "stress" to the trees. She requested clarification on the landscape contractor responsible for the service. Staff will tour the community to identify landscaping needs for large trees.

Joseph Benner, Fairways at Emerald Greens, reported the landscape contractor did not remove debris on completion of work.

Next Meeting

**March 1, 2016 10:00 A.M.
Forest Lakes Condo Association Clubhouse
1058 Forest Lakes Drive, Naples FL, 34110**

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:58 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

George Fogg, Chairman

The Minutes were approved by the Committee on _____ 2016, as presented _____, or as amended _____.