

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

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

Minutes May 3, 2016

- I. Call to Order**
Ms. Fanning called the meeting to order at 10:00 A.M.
A quorum was established
- II. Attendance**
Members: George Fogg, Chairman (Excused); Richard Barry; John Goody; Barbara Bell; Marianne Fanning
County: Harry Sells, Project Manager; Dan Schumacher, Project Manager; Michelle Arnold, Director
Other: Doug Burnham, Quail Run Golf Club; Aaron Gross, Ground Zero Landscaping; Wendy Warren, JuriSolutions
- III. Approval of Agenda**
Mr. Barry moved to approve the Agenda as presented. Second by Mr. Goody. Carried unanimously 4 – 0.
- IV. Approval of Minutes – April 5, 2016**
Mr. Barry moved to approve the minutes of the April 5, 2016 Forest Lakes Advisory Committee meeting as presented. Second by Ms. Bell. Carried unanimously 4 - 0.
- V. Project Managers Report**
- A. George Fogg Letter**
Mr. Sells reported the Board of County Commissioners reappointed Chairman Fogg to the Forest Lakes Roadway and Drainage MSTU Advisory Committee and his term will expire April 21, 2020.
- B. Budget Report**
Mr. Sells presented the “*Forest Lakes MSTU Fund 159, May 3, 2016*” for information purposes and provided an overview of the budget noting:
- Property taxes collected to date total \$169,208 with a balance of \$13,192 remaining.
 - Of the \$133,900 FY16 Operating Expense budget, \$64,405 is committed and \$52,911 in invoices has been paid leaving \$16,584 available for expenditures excluding reserves.

- Projected cost for Agnoli, Barber & Brundage for engineering consulting services for Stormwater Maintenance not reflected in the budget is \$14,159,
- Installation of two lake fountains at an estimated cost of \$6K - \$8K is not currently allocated in the budget.
- \$100K balance recorded on Line 34 total will be zero upon transfer to fund 259 (Forest Lakes Debt).
- Estimated cash available including committed funds totals \$408,977.

Mr. Sells noted the reserve balance of \$226,100. can be accessed for future projects with a budget amendment.

Mr. Sells will provide a recap of Fund 259, Forest Lakes Debt, for informational purposes at the June meeting.

C. Lighting Bulb Life – 24,000 hours

Mr. Sells reported the useful life of the metal halide lamps is five years.

He will request Harts Electric, Inc. clean functioning bulbs with alcohol during replacement of non-functioning bulbs.

D. Forest Lake Boulevard Road Repair

Mr. Sells updated the Committee on the asphalt repair on two sections of Forest Lakes Boulevard noting a purchase order has been opened with Preferred Materials, Inc. and the repair will be completed in one day.

E. ABB Quote

Mr. Sells reported:

- He has ascertained a quote from Agnoli, Barber & Brundage, Inc. for engineering consulting services for the ongoing review and maintenance of the existing stormwater management system.
- The project involves 3 tasks as documented in Exhibit A which was distributed to the Committee for review.
- The goal is to improve drainage at the entrance of Forest Lakes by replacing the existing drainage structures with larger structures and adding an additional structure to capture stormwater before it flows toward the street intersection.

Ms. Bell motioned to approve the proposal from Agnoli, Barber & Brundage, Inc. dated April 29, 2016 for Stormwater Maintenance Engineering Consulting Services for the Forest Lakes M.S.T.U. in the amount of \$14,159.00. Second by Mr. Goody. Carried unanimously 4 – 0.

VI. Landscape Maintenance Report – Aaron Gross

Mr. Sells and **Mr. Gross** will tour the community to review Mr. Windham’s Monthly Maintenance Report and present an action plan to the Committee.

Mr. Gross reported fertilization (including trees) is scheduled and floratam grass will be treated with herbicide.

Landscape Architect's Report

Mr. Sells presented the “*Forest Lakes Monthly Maintenance Report*” dated April 29, 2016 from Scott Windham, Landscape Architect, Windham Studio, Inc. highlighting:

- Circle Median
 - Replace one dead Euphorbia (NW side of circle).
- Entry West Row
 - Remove trash and debris from Ficus hedge.
 - Recommend replacement of Ficus hedge with Clusia - *Mr. Sells noted the Ficus hedge is on private property (located within the MSTU) and the MSTU does not have the authority to plant in that area. The Committee suggested the owner of the property be contacted on the proposal.*
- Main Entry Island
 - Treat weeds in the St. Augustine lawn entry medians and directory sign area with herbicide and place sod as necessary - *Ground Zero Landscaping will apply herbicide to diseased areas.*
 - Plant space where the Oleander was to match circle median and directory sign area. *Ground Zero Landscaping will plant material in previous Oleander area.*

Mr. Sells will notify Mr. Windham on the items in the report that are not an MSTU responsibility.

VII. New Business

A. MSTU Survey

Ms. Arnold reported Staff will email a survey to the members requesting an evaluation of Staff's performance.

Members are requested to individually email their responses to Staff and the results will be shared with the Committee.

VIII. Old Business

A. Community Notice

Mr. Sells provided a draft letter to be distributed to Members of the Homeowner Associations and owners of Single Family Homes identifying the MSTU responsibilities, the committee's contact information, etc.

The Committee recommended modifications to the letter and Staff reported they will send the revised letter to the Committee for their approval.

B. Updates on A/B/C Segments for Lakes 15 and 18

Mr. Sells provided an update on the Drainage and Water Management Analysis for Lakes 18 and 15 and noted the following:

- a. Converting junction box JB5 to a storm drain on Forest Lake Boulevard.
- b. Increasing the storm drain size from 24" to 36" between Forest Lakes Boulevard and Lake 18.
- c. Extending an 18" drain to the north side of Forest Lakes Boulevard from JB5.

C. Update On Easements For Drainage Work

Mr. Sells reported the easement requirements are being researched and he will provide an update at a future meeting.

D. Update On Fountains For Lakes

Mr. Sells reported one bid was received for installation of two new fountains on Lake 14. The County requires three bids to award a contract. Staff will request additional bids for the Committee’s consideration at the June meeting.

X. Committee Member Comments

None

XI. Public Comment

Mr. Burnham requested an update on the trimming of the Brazilian Pepper trees on the cart path at the stop sign abutting golf course holes twelve and thirteen noting the Quail Run Golf Course had trimmed vegetation in the area.

Ms. Arnold reported Collier County Code Compliance notified her that the area is the responsibility of the Condominium Association, not the M.S.T.U. and she will confirm the work has been completed.

Next Meeting

**June 7, 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 11:05 A.M.

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George Fogg, Chairman

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