

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

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

Minutes June 6, 2016

- I. Call to Order**
Mr. Fogg called the meeting to order at 10:00 A.M.
A quorum was established
- II. Attendance**
Members: George Fogg, Chair; Marianne Fanning, Vice Chair; Richard Barry; Barbara Bell; John Goody
County: Michelle Arnold, Director; Dan Schumacher, Project Manager; Harry Sells, Project Manager
Other: Doug Burnham, Quail Run Golf Club; Aaron Gross, Ground Zero Landscaping; 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 - May 3 , 2016**
Mr. Barry moved to approve the minutes of the May 3, 2016 Forest Lakes Advisory Committee meeting as presented. Second by Ms. Bell. Carried unanimously 5 - 0.
- V. Project Managers Report**
A. Budget Report
Mr. Schumacher has assumed responsibility as lead project manager for the Forest Lakes Roadway and Drainage MSTU. He presented the “*Forest Lakes MSTU Fund 159, June 7, 2016*” for information purposes and provided an overview of the budget noting:
- Property taxes collected to date total \$172,686 with a balance of \$9,714 remaining.
 - Of the \$133,900 FY16 Operating Expense budget, \$62,983 is committed and \$67,267 in invoices has been paid leaving \$3,650 available for expenditures excluding reserves.
 - A budget amendment request to transfer \$25,000 from reserves to fund FY16 expenses, including the work order implemented for Agnoli, Barber & Brundage for engineering consulting services for Stormwater Maintenance, has been submitted to the Board of County Commissioners.
 - Budget Line 41, Reserves, will be reduced from \$226,100 to \$201,100.

- The July Budget will be revised to cover expenses through FY16.
- \$100K balance recorded on Line 34 total will be zero upon transfer to fund 259 (Forest Lakes Debt).
- Estimated cash available including committed and unspent funds totals \$394,552.

The Committee queried if the \$25,000 reserve transfer came from the Bond and Staff informed them it does not.

Mr. Schumacher will present a recap of the amortization schedule for Fund 259, Forest Lakes Debt, for informational purposes to the Committee at the July 5, 2016 meeting.

B. Lake #14 Fountains

Mr. Schumacher reported investigation of the lake fountain pump house revealed the timer control function for the #2 fountain had been turned off. The following action was taken by Staff:

- Hart’s Electric, Inc. was retained to evaluate the controller in the #2 fountain resulting in a determination that the fountain starts but the timer was “burned out.”
- Hart’s Electric, Inc. rewired the controllers and verified both fountains are operational for a total repair cost of \$285.
- The contractor noted an upgrade to a 2 HP pump (original is 1.5 HP) to increase water flow would cost in the \$3K - \$4K range for parts plus \$10K - \$12K for installation.
- Hart’s Electric, Inc. discovered the photo cell for the lights was on the wrong circuit and rewired the cell eliminating the need to replace the lamps.

Chairman Fogg motioned to cancel bid proposal solicitation for replacement of two pumps and retain the existing Lake 14 fountains pumps. Second by Ms. Bell. Carried 5 – 0.

C. ABB Work Order – “Engineering Services” PO and Notice to Proceed (NTP)

Mr. Schumacher reported Agnoli, Barber & Brundage acknowledged receipt of the Notice to Proceed (NTP) sent June 3, 2016 for Stormwater Maintenance Engineering Consulting Services for the Forest Lakes MSTU. highlighting:

- The scope of work covers Drainage and Water Engineering Services for segments A, B and C, as documented in Exhibit A (previously distributed to the Committee), for Lakes 18 and 15.
- The cost of the work for the three phases is \$12,565.
- **Jim Carr**, Agnoli, Barber & Brundage, estimates the time frame for the project will be 120 days.
- The work order covers all aspects up to construction.

D. Update on Easements for A/B/C Drainage Work

Drainage Easement

Mr. Sells informed the Committee an easement is required for replacement of the existing drainage structures with larger structures between Forest Lakes Boulevard and Lake 18. Depending on the location of the pipe, an easement is required from either Turtle Lake Golf Colony or the Quail Run Golf Course. Staff will initiate a Right of Entry Easement for Construction, the land will be surveyed and on competition an easement produced.

Staff will notice commencement of the construction to Turtle Lake Golf Colony Condominium Association.

Lake Easements

Mr. Burnham, Quail Run Golf Club, confirmed the easement documents granting the Forest Lakes Roadway and Drainage MSTU access to maintain the lakes have been received by the Quail Run Golf Club and is under Board and attorney review. He will update the Committee at the July 2016 meeting on the status of signature authorization.

E. Pepper Hedge at Forest Lakes Boulevard and Wilshire Lane

Mr. Schumacher reported the Brazilian Pepper Trees on the cart path at the stop sign abutting golf course holes twelve and thirteen have been removed.

Ms. Arnold noted she met with a supervisor from Code Enforcement and determined the original investigator misunderstood the complaint. She submitted a copy of the easement required to remove the vegetation to Code Enforcement who forwarded the request to the Home Owners Association. The association removed the hedge at their expense, however the hedge area requires “clean up.” She will contact the investigator to determine if additional root removal and cleanup will be completed and report her findings to the Committee.

Chairman Fogg reported the hedge on Woodshire Lane is “growing back” and he has asked the contractor to remove it.

VI. Landscape Maintenance Report

A. Ground Zero - Aaron Gross

Mr. Gross reported he had addressed the items cited in Mr. Windham’s status report highlighting:

- Cabbage Palm fronds and Ficus trees were pruned to conform to the ten foot vertical clearance standard.
- Crown of Thorns were pruned.
- Circle entry turf was treated with herbicide.
- Fertilizer is ordered and will be applied to plants and turf as necessary.
- Oak trees over ten feet high are not in Ground Zero’s scope of work and were not trimmed.

Chairman Fogg solicited Mr. Gross’ input and Committee direction referencing sod replacement of the grass area on Woodshire Lane in response to the request of the Board Chairman for Emerald Lakes.

The following was noted during Committee discussions:

- The MSTU originally installed sod and maintains the area.
- Ground Zero mows the berm on the east side of the road from north of the pool to Pine Ridge Road.
- Herbicide cannot be applied to the Floratam grass due to absence of an irrigation system.

Mr. Goody moved to recommend the Forest Lakes Advisory Committee not replace the grass along the berm on Woodshire Lane and the MSTU will continue to maintain the area. Second by Chairman Fogg. Carried unanimously 5 - 0.

B. Landscape Architect's Report

Mr. Schumacher presented the “*Forest Lakes Monthly Maintenance Report*” dated June 6, 2016 from Scott Windham, Landscape Architect, Windham Studio, Inc. highlighting:

- Directory Sign Area
 - Spray Orange Geiger Trees for Geiger Beetles.
- Circle Median
 - Replace one dead Euphorbia (NW side of circle).
 - Trim Euphorbia to 12” – 14” and allow to flush out.
- Entry West Row
 - Remove trash and debris from Ficus hedge.
 - Trim Cabbage Palm Tree fronds and Ficus Tree to ten foot vertical clearance.
 - 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 weed infestation in the St. Augustine lawn entry medians and directory sign area with herbicide.
 - Replace two dead Euphorbia plants on south end of median.
 - Plant space where the Oleander was to match circle median and directory sign area.
- Forest Lakes Boulevard
 - Trim live Oak limbs off light poles and sidewalk as specified in detail report - *Mr. Gross noted trimming trees more than ten feet in height is not in his “scope of work.”*
- Spray all Orange Geiger Trees for Geiger Beetles.

The Committee discussed removal or replacement of the Ficus hedge on the west side of the entrance to the Quail Run Club House and the following was noted:

- The hedge is on private property (located within the MSTU) and the MSTU cannot plant that area unless an easement is granted.
- The Committee suggested the owner of the property be contacted with a proposal to clean the area.
- Staff advised the MSTU can trim the hedge only if it encroaches the right of way.
- Staff will contact homeowners and inquire if they will consider homeowner cleaning and/or landscaping the area.

VII. New Business

A. Light Pole Cleaning

Mr. Schumacher reported on the condition of the light poles and lamps noting:

- Poles on the south side of Forest Lakes Boulevard, between Wilshire Boulevard and the Forest Lakes entrance, have a residue resulting from reuse sprinkler water.
- The lamp lenses have not been cleaned.

Mr. Gross will research methods to remove the residue film from light poles, experiment with techniques and report the results to the Committee.

B. Walkway Benches

Chairman Fogg reported Emerald Greens Condominium Association and an individual owner within the Association have offered to donate two benches to the community for placement along the walkway. **He** and **Mr. Schumacher** toured the development and identified potential locations for benches including one on Woodshire Lane and one on County property where the drainage swale goes to the Gorden River extension.

The following was noted during Committee Discussion:

- Homeowners historically expressed a lack of support for benches in the development.
- Responsibility for maintenance must be clarified.
- Location selection will be determined by the MSTU Staff and the Advisory Committee.
- Donors will be responsible for cost of concrete pad installation.
- Permission to install the benches should not be an issue.
- Turtle Lake Condominium Association has several benches which they maintain.

Ms. Arnold noted the Committee previously declined a request from Turtle Lakes Golf Colony Condominium Association for the MSTU to maintain their benches and suggested the Committee stay with the same course of action pertaining to maintenance.

Chairman Fogg motioned to accept the donation of two benches replicating the style of the Turtle Lake Golf Colony Condominium Association bench installed on concrete pads with location placement determined by the County and the Committee. Second by Mr. Barry. Motion failed 1 “yes” - 4 “no.” Mr. Barry, Ms. Bell, Ms. Fanning and Mr. Goody opposed.

C. Summer Meeting Schedule

Discussion occurred on the feasibility of modifying the meeting schedule for July and August and the Committee agreed to maintain the traditional dates of July 5, 2016 and August 2, 2016.

VIII. Old Business

A. Community Notice

Mr. Sells reported the document identifying the MSTU’s responsibilities, Committee’s contact information, etc. for distribution to Members of the Homeowner Associations and owners of Single Family Homes has been finalized.

During Committee Discussion the following was decided:

- Staff will provide copies to the Committee for distribution to the Condominium Association Presidents who will be responsible for making the letter available to association members.
- Staff will provide copies to Committee members for distribution to Single Family homeowners.

IX. Committee Member Comments

None

X. Public Comment

Joanne Varner, 1057 Forest Lakes Drive, requested Staff provide a large scale map (8-1/2 by 11) of Forest Lakes designating the areas for which the MSTU is responsible.

Michelle Arnold will direct Staff to create a map of the community.

Next Meeting

July 5, 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 11:35 AM.

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 _____.