

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

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

Minutes April 4, 2017

I. Call to Order

Chairman Fogg called the meeting to order at 10:05 A.M.
A quorum was established.

II. Attendance

Members: George Fogg, Chair; Marianne Fanning, Vice Chair; Richard Barry;
Barbara Bell; John Goody
County: Dan Schumacher, Project Manager; Harry Sells, Project Manager
Other: Aaron Gross, Ground Zero Landscaping; Doug Burnham, Quail Run Golf Club;
Wendy Warren, JuriSolutions

III. Approval of Agenda

Ms. Fanning moved to approve the Agenda of the Forest Lakes Advisory Committee meeting as presented. Second by Mr. Barry. Carried unanimously 5 - 0.

IV. Approval of Minutes – March 7, 2017

Ms. Bell moved to approve the minutes of the March 7, 2017 Forest Lakes Advisory Committee meeting subject to the following changes:

Page 1, VI. Contractor Reports – Ground Zero – Bullet Point 2 from “...Turf weeds at front entrance have been sprayed with Altrazine...) ... to “...Turf weeds at front entrance have been sprayed with **Atrazine**).”

Page 3, V. B. Contractor Reports - Motion from “...Chairman Fogg motioned to approve the proposal from Ground Zero Landscaping, Inc. number E353, dated February 27, 2017 in the of \$146.00 to remove two Cassia trees from the circle median.)...to “Chairman Fogg motioned to approve the proposal from Ground Zero Landscaping, Inc. number E353, dated February 27, 2017 in the **amount** of \$146.00 to remove two Cassia trees from the circle median).”

Page 5, VI. D Project Managers Report – Property Tax Assessments from – **Mr. Schumacher** apprised the Committee of the County’s procedure Ad Valorem Property Tax valuations and assessments)....to “...**Mr. Schumacher** apprised the Committee of the County’s procedure **for** Ad Valorem Property Tax valuations and assessments).”

Second by Ms. Fanning. Carried unanimously 5 – 0.

V. Contractor Reports

A. Windham Studio – Scott Windham (not present) Report Attached.

Mr. Schumacher presented the “Forest Lakes Monthly Maintenance Report” dated

March 28, 2017 from Scott Windham, Landscape Architect, Windham Studio, Inc. based on the community drive through and highlighted the following:

- Cassia Trees
The Cassia Trees decline is mostly attributed to the leaf fungus that has become the norm for the species. Recommend treating in the spring (April/May) with a foliar fungicide (Alliete) and a systemic fungicide (Subdue).
- Main Entry Island
 - Trim broken limbs and allow to flush back out three Euphorbia plants on the west side damaged by a falling Royal Palm frond. Monitor for replacement.
- Forest Lakes Boulevard
 - A Pink Tabebuia at light pole #148 is largely defoliated; health should be monitored.
 - Trim mid trunk sucker growth on Poinciana at light pole #120.
 - Trim Oak tree limbs up out of head clearance zone above sidewalk for vertical clearance at light pole #129.
 - Trim Crepe Myrtle limbs off sidewalk at light pole #169.
- Woodshire Lane
 - Light poles #50 – 51: Laurel Oaks should be evaluated for potential removal by a certified arborist; Mr. Windham noted the trees could become a hazard.

During Committee discussion the following was noted:

- An annual treatment is recommended for the Cassia Trees but is not an effective long term solution.
- A heavy cut back of the Cassia Trees to see if they sprout new leaves is suggested.
- Chairman Fogg requested the Committee members review the replacement plants recommended by Mr. Windham and suggested the Hibiscus or Bougainvillea Trees would be good options for the entryway island.

Chairman Fogg motioned to remove all existing Cassia Trees and replace them with one of the small scale trees recommended by Windham Studio, Inc. in his report dated March 28, 2017.

Without a second the motion was not considered.

Chairman Fogg motioned to maintain all existing Cassia Trees with the current treatment procedure through October 2017 at which time the Committee will evaluate future alternatives. Second by Mr. Barry. Carried unanimously 5 – 0.

B. Ground Zero Landscape Maintenance – Aaron Gross

In addition to the comments regarding landscape maintenance noted in Item V.A., Mr. Gross reported on the following conditions:

- The Royal Palm trees are healthy.
- The Cassia Trees have been treated with a fungicide and fertilized.

Mr. Schumacher received a response to his email sent to the property management company for the Fairways at Emerald Greens Condominium Association requesting maintenance and or removal of the Laurel Oak trees between Light Poles 50 and 51 on Woodshire Lane. Property management asserted that the MSTU has an easement for the area in which the trees reside, thus maintenance is the MSTU's responsibility.

Action Taken

Mr. Schumacher advised Fairways property management that the MSTU’s easement was obtained for installation of the adjacent community sidewalk and lighting. Furthermore, an easement does not change property ownership. If not addressed by April 30, 2017, Mr. Schumacher will refer the matter to Code Enforcement for evaluation.

VI. Project Managers Report

A. Budget Report

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, March 7, 2017*” for FY17 noting the format has been modified to incorporate a Property Tax, Operating Budget, and Millage Summary recap at the bottom of the report:

- \$167,602 of the \$189,600 FY 17 Ad Valorem Tax budget has been collected.
- The Operating Expense budget is \$167,383 of which \$89,808 is committed and \$55,178 in invoices has been paid.
- Operating Expense available balance for FY17 is \$23,397.45.
- Two purchase orders were created: A) Municipal Sign & Supply Company in the amount of \$259.33 for a Street/Stop sign replacement on Vinca Lane and B) Florida Fountains & Equipment for \$1,000.00 to evaluate condition of the aerator #3 on Lake 14.
- Total available balance of \$306,324 plus funds committed and not spent yields Estimated Cash balance of \$396,132.
- The millage rate will be evaluated on an annual basis and although it can be adjusted it cannot exceed the maximum rate set by the Board of County Commissioners.
- The current MSTU 4.0 millage rate will remain in effect until the planned repayment of the bond in 2022.

B. Agnoli, Barber & Brundage – Outfall Results Reviewed and Comments Sent to ABB

Mr. Schumacher updated the Committee on the status of Agnoli, Barber & Brundage stormwater projects as follows:

Infall

- The checklist for the “Drainage Structures” stormwater improvement project has been submitted to county Procurement for review.
- Procurement will prepare the “bid” package. Estimated time for the Request for Quote package distribution is thirty days.
- The authorized bid contract will be submitted to the Board of County Commissioners for approval.
- Funds are budgeted to expend in the FY18 budget.

Outfall

The four outfall options modelled in the Agnoli, Barber & Brundage study did not demonstrate the desired improvement to storm drainage in the community and this approach will not be explored further at this time.

B. Quail Run Easements – Document Package Delivered to Quail Run March 19th.

Mr. Burnham reported the package was delivered to the MSTU. *Mr. Schumacher will follow up on the status of the Easement Document.*

D. Fence Line Maintenance

Mr. Schumacher reported that while some restoration has been completed, the section running south along the chain link fence has not been addressed. The Code Enforcement Division has been notified. A response is awaited and will be reported back to the Committee at a future meeting.

E. New Stop and Street Sign Installed at Vinca Lane, previously missing

Mr. Schumacher reported Municipal Signs and Supply replaced a missing sign on Vinca Lane incorporating the street designation with the stop sign.

During Committee discussion the following was noted:

- Staff recommends replacement only of downed stop signs and some relating to safety.

F. Lake Fountain Failure – P.O. issued to Florida Fountains and Equipment to evaluate Aerator #3 in Lake 14. New motor and pump and LED's quoted.

Mr. Schumacher reported Florida Fountains and Equipment evaluated the fountain (aerator) #3 in Lake 14 fountain and determined the pump and motor need to be replaced. Fountainhead and light are working.

During Committee discussion the following was noted by Staff:

- There are three fountains in the community and there is no annual contract for their maintenance.
- Fountain lights are for aesthetic purposes.
- Mr. Barry reported that the light on fountain # 1 in Lake 9 is out.

Mr. Barry motioned to approve the proposal from Florida Fountains and Equipment, LLC. number 2016-8981, dated March 24, 2017 in the amount of \$1,624.98 to replace the failed pump and motor in the Lake 14. Second by Mr. Goody. Carried unanimously 5 - 0.

Replacement of the light in Lake 9 was deferred, pending additional quotes to be obtained.

G. Roadway Re-Striping & Reflectors – preliminary McShea quote for centerline, etc.

Mr. Schumacher reported on his meeting with McShea Contracting noting:

- A high quality reflective paint was applied to the Pedestrian Walkways and Golf Cart Crossings during the re-striping.
- A preliminary quote from McShea Contracting in the amount of \$13,890.00 to re-stripe the perimeter and center lines of some streets within Forest Lakes was distributed for informational purposes.
- A detailed breakdown of the project will be prepared for the May meeting.

VII. New Business

A. Forest Lakes Golf & Tennis Building 1 – response to funds request – Michelle Arnold

Mr. Schumacher distributed a letter from **Michelle Arnold** to **Ms. Margaret Bentham-Simard**, President of the condominium association. Ms. Arnold explained the MSTU's inability to fund the described activity on private property.

VIII. Old Business

A. MiraVista

Mr. Schumacher reported **Ms. Sillery** is continuing to research for information regarding potential former construction of the area.

IX. Committee Member Comment

A. Community Letter

The Committee noted:

- They are developing a document to be disseminated to the community's residents outlining the MSTU's responsibilities, contact information, etc.
- The Committee will provide the publication to the Condominium Association Presidents who will make the letter available to association members.
- The Committee will also identify avenues to distribute it to single Family homeowners.

B. Light Pole Identification

The Committee requested Staff develop a map to identify the light poles in the community by number.

X. Public Comment

Lee Dixon, Turtle Lakes Golf Colony Condominium Association, thanked the Committee for their commitment to maintain the water fountains.

Next Meeting

May 2, 2017 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 11:27 AM.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

George Fogg, Chairman

The Minutes were approved by the Committee on _____ 2017, as presented _____, or as amended _____.