I. CALL TO ORDER
Chair Fanning called the meeting to order at 10:00 A.M.
A quorum was established.

II. ATTENDANCE
Advisory Committee
Marianne Fanning – Chair
Barbara Bell – Vice Chair
Richard Barry
George Fogg
John Goody

Staff
Michelle Arnold – Director (Excused)
Dan Schumacher - Project Manager

Contractors
Aaron Gross - Ground Zero Landscaping
Wendy Warren - JuriSolutions

Community Attendees
Rick Korb
Edwina Barsano

III. APPROVAL OF AGENDA
Mr. Fogg moved to approve the Agenda of the Forest Lakes Advisory Committee as presented. Second by Mr. Barry. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES – April 3, 2018
Ms. Bell moved to approve the minutes of the April 3, 2018 Forest Lakes Advisory Committee as presented. Second by Mr. Barry. Carried unanimously 5 - 0.

V. CONTRACTORS REPORTS
A. Windham Studio – Scott Windham, Landscape Architect (not present).
A report was not published for May 2018.

B. Ground Zero Landscape Maintenance – Aaron Gross
Mr. Gross reported on landscape maintenance as follows:
- Fertilizer will be applied the week of May 12th.
- Bougainvillea Standards on the entry island will be horticulturally pruned in a cascading style.

VI. PROJECT MANAGERS REPORT
A. Budget Report
Mr. Schumacher presented the “Forest Lakes MSTU Fund 159, May 1, 2018” for FY18 noting:
- FY18 Ad Valorem property tax revenue budget is $256,100.00 of which $236,832.03 has been collected.
Total revenue FY18 is $488,800.00 including investment interest, transfers and contributions (minus a 5% reserve of $12,900).

Operating Expense Budget is $162,100.00 of which $60,938.85 is committed; $50,052.16 is expended.

Unencumbered Operating Expense funds available are $50,150.00.

Improvements General, Line 32, will be accessed to finance both the “Drainage Improvements” project and the McShea Contracting project to replace roadway Thermoplastic striping with reflectors within the MSTU.

The balance of $57,196.55, reflected under Commitments, Improvements General, Line 32, for McShea’s project will increase slightly due to Scope of Work expansion.

The Purchase Order for Windham Studio’s for Irma Tree Replacement design should be released and a Notice-to-Proceed issued within two weeks.

Total available FY-18 balance is $313,042.87.

B. FY-19 Millage – Motion to renew 4.000 mils or change.

Mr. Schumacher notified the Budget Office on the Committee’s approved motion to maintain the millage rate at 4.0000 for Fiscal Year 2019.

The proposed FY19 budget will be presented at the June meeting.

C. Quotes

1. Quotes:
   i. Drainage Improvements - Invitation to Bid (ITB) – Bid package in Procurement Office for advertisement & award.
      In accordance with County practice, an Invitation to Bid (ITB) for “Drainage Improvements” (east of Quail Forest Blvd. on Forest Lakes Blvd.) will be distributed to qualified contractors by the Procurement Services Division in the next few weeks.

      Jim Carr, Senior Vice President and Treasurer, Agnoli Barber & Brundage, advised Mr. Schumacher the original “Opinion of Cost” of $70K may increase as prices are coming in approximately 20% higher. The project will be financed from “Capital Outlay” - Line 33 in the budget.

2. PO’s Requested

   Mr. Schumacher reported:
   i. Davey Tree – Phase 2 clean-up
      The PO Request, modified to include stump removal and another round of clean up, should be released the week of May 12th. FEMA does not reimburse for “beautification” so damaged plants will not be replaced unless the MSTU approves the expenditure.
   ii. Windham Studio – Tree Replacement Plans.
      A Purchase Order has been requested; on receipt a Notice-to-Proceed will be issued.
   iii. McShea – Thermoplastic roadway re-striping.
      The Purchase Order has been issued for the project and the vendor requires 1 to 2 weeks to mobilize.
3. PO’s Issued
   i. Municipal Supply & Sign – STOP/Street signs – COMPLETED.
      Mr. Schumacher will request a quote for a “right turn arrow” sign for Woodshire Lane.

The Committee queried on the elimination of the “U Turn” option for automobiles at the Pine Ridge Road entrance median. The request, previously declined, could be re-submitted to Traffic Operations.

**Mr. Schumacher** will convey the Committee’s safety requests to Traffic Operations (noted below) and extend an invitation to attend an M.S.T.U. meeting.
- Direct drivers to utilize the appropriate avenue for entry into the Forest Lakes community.
- Eliminate the U-Turn option at the Pine Ridge Road median.
- Extend the median at Pine Ridge Road and Forest Lakes Boulevard.
- Install markers for fire hydrants.

*Mr. Fogg motioned to request Traffic Operations re-evaluate the intersection at Pine Ridge Road and Forest Lakes Boulevard to improve vehicle and pedestrian safety. Second by Mr. Barry. Carried unanimously 5 – 0.*

D. Light Poles & Number Duplicates
   **Mr. Schumacher** reported:
   - An effective product has been identified for cleaning the light pole numbers and the activity will be scheduled.
   - Pole numbers will be ordered and poles renumbered to ensure no duplication of numbers.

VII. NEW BUSINESS
A. Quail Run GC – Additional Funds from the MSTU for golf course maintenance.
   1. Request submitted to the County Attorney’s Office to evaluate feasibility.
      **Mr. Schumacher** reported:
      - A document was submitted to the County Attorney’s office seeking an “opinion” on the feasibility of the Forest Lakes M.S.T.U. financially participating in projects with the Quail Run Golf Club.
      - The data included a list of potential projects as prepared by Rick Korb, President, Quail Run Golf Club.
      - The County Attorney’s office is reviewing the M.S.T.U.’s potential partnership or agreements with private corporate entities and the Ordinance.

      *Mr. Schumacher will update the Committee on the County Attorney’s Office’s findings regarding the matter.*

VIII. OLD BUSINESS
Gorden River Stormwater Extension Study
   **Mr. Schumacher** will request an update on Agnoli Barber & Brundage’s “Gorden River Stormwater Extension Study” from the consultant and provide a report at a future meeting.

Drain Pipe Maintenance
   **Mr. Schumacher** will investigate the status of drain pipe flushing along Forest Lakes Boulevard and Woodshire Lane to eliminate obstructions and apprise the Committee of the status.
IX. PUBLIC COMMENTS

Rick Korb, President, Quail Run Golf Club, expressed the club’s appreciation for the M.S.T.U.’s consideration to participate in club beautification projects. The list of projects for consideration emailed to the Committee will be re-sent.

He further noted the club will be closed from June 18th to September 18th for grounds maintenance, out of bound posts will be replaced with PVC posts, and a building permit has been filed to repair the fence bordering the maintenance facility blown down by Hurricane Irma.

Australian Pines

The Committee noted the maintenance of the Australian Pine trees on Pine Ridge Road should be the responsibility of the County or the M.S.T.U. given the safety, noise and light pole interference concerns. The item should be addressed separately from the proposed Quail Run Golf Club enhancement proposal.

Mr. Schumacher will investigate the possibility the County assume responsibility of the tree trimming - a task undertaken every three years.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:15 AM.

NEXT MEETING: JUNE 5, 2018 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES FL 34112

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

Marianne Fanning, Chair

The Minutes were approved by the Committee on ______________ 2018_______, as presented ____, or as amended ________.