FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

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

Minutes
October 4, 2016

I. Call to Order

Chairman Fogg called the meeting to order at 10:03 A.M.
A quorum was established

II. Attendance

Members: George Fogg, Chair; Marianne Fanning, Vice Chair; Richard Barry; Barbara Bell; John Goody (Excused)
County: Michelle Arnold, Director; Dan Schumacher, Project Manager; Harry Sells, Project Manager; Sue Zimmerman, Real Property Management, Collier County
Other: Aaron Gross, Ground Zero Landscaping; Wendy Warren, JuriSolutions

III. Approval of Agenda

Chairman Fogg moved to approve the Agenda subject to the following changes:
Move: Item VI B. – Project Managers Report: Update on Easements Quail Run Golf Club to Item IV B
Addition: Item VII. – New Business: A 3. Burned Out Lights
Addition: Item VIII. – Old Business: B. MiraVista Drainage and C. Tree Replacement
Second by Ms. Fanning. Carried unanimously 4 - 0.

IV. A. Approval of Minutes – September 8, 2016

Ms. Bell moved to approve the minutes of the September 8, 2016 Forest Lakes Advisory Committee meeting subject to the following changes:
Page 2, V. C. Contractor's Report – Agnoli, Barber & Brundage (ABB) Work Order - **Infall** 1 a. from "…Replacing structure JB5) … to "… Replacing structure **Junction Box 5)**."
Page 4, VII. A. Light Pole Cleaning from "…What Processed Used) … to "… What **Process** Used**)**."
Page 4, VII. B. Thank you letter from "…Forest Lakes Boulevard and Wilshire Lane) … to "… Forest Lakes Boulevard and **Woodshire Lane)**."
Page 5, IX. Committee Member Comments, Paragraph 2 from "… **Ms. Bell** reported a Eucalyptus tree was damaged) … to "… **Ms. Bell reported a tree near Eucalyptus cul-de-sac was damaged)**.
Second by Mr. Barry. Carried unanimously 4 - 0.

B. Update on Easements – Quail Run Golf Club

Ms. Zimmerman, Real Property Management, Collier County updated the Committee on the status of easements between Forest Lakes and the Quail Run Golf Club noting:

- Two years ago the County was asked to prepare easement documents for various locations within Forest Lakes to accommodate work being done by the MSTU for the benefit of the community.
- Two easements were executed for specific areas within the Quail Run Golf Course:
    1. An entrance area easement.
    2. An easement for golf course swales and culverts.
- The easements include a legal description for the golf course boundary. The limiting language specifies the area is limited to fifty feet outside the border of the property together with each swale and culvert crossing.
- The new proposed easement is for Golf Course lakes and ponds to enable the MSTU to do work on drainage. Lakes and ponds are not included in prior easements.
- The proposed easement includes one change from the original easements. Quail Run Golf Club has entered into a mortgage on parts of their property so the new documents include a package which must be executed by the lender. The lender is aware and agrees to the easement requirements. The proposed easement is identical to the two original easements (which remain in effect) except for the lender's subordination clause and the legal reference specific to "lakes and ponds."
- The package has been delivered to Doug Burnham and one Board member.

During Committee discussion the following was noted:

- The President and Vice President of the Quail Run Golf Club have requested a meeting with **Ms. Arnold** and **Staff** for informational purposes. **Ms. Zimmerman** volunteered to participate.
- Ms. Arnold has a map which outlines the fifty foot easement around the boundary of the golf course.
- The easement will revert back to the property owner upon sunset or dissolution of the MSTU.
- The Association President or Vice President or an individual delegated by the Quail Run Golf Club Board of Directors is authorized to sign the easement document. The Board appointed signature delegate must be reflected in the minutes.

Ms. Arnold will schedule a meeting among the parties involved in the easement decision and execution.

MiraVista Condominium

Mr. Stemples requested the MSTU address "inflow" into Lake 16 and correct the MiraVista Condominium's property flooding issue stating the MSTU created the problem when construction altered the swale. He signed documents to allow equipment on the Condominiums private property to upgrade the swale.

Ms. Zimmerman reported a search of Collier County public records failed to reveal an easement for the MiraVista Condominium. A Title Search would clarify if something was recorded under another name. Work on this property would require title work and an easement would be prepared.

During Committee discussion the following was noted:

- An easement is required to perform work on private property.

- The MSTU does not have authority and is not responsible to perform services for the MiraVista Condominium Association at this time.

Ms. Arnold reported the mission of the MSTU is to address drainage for the common areas of the community. Each individual association is responsible for drainage on their private property. ***Ms. Arnold*** *and* ***Staff*** *will investigate construction history and bring the plans to a future meeting for the Committee to review and identify if work was done on the MiraVista swales.*

Mr. Stemples requested installation of sidewalks and street lights for the MiraVista Condominium. ***Ms. Arnold*** *reported an analysis was completed by an engineer and his findings indicated insufficient space to meet code width requirements and the project was costly. She noted proposals for future projects would be considered in 2022 on payoff of the Bond issue.*

V. Contractor's Report

A. Windham Studio – Scott Windham not present (report attached)

Mr. Schumacher presented the "*Forest Lakes Monthly Maintenance Report"* dated September 27, 2016 from Scott Windham, Landscape Architect, Windham Studio, Inc. and reported **Mr. Windham**, **Mr. Gross** and **he** toured the community and assessed areas in need of maintenance as noted:

Forest Lakes Boulevard

- Light poles #116, #118: Trim Floss Silk limbs from pole heads.
- Light poles # 168 – 170: Trim Crepe Myrtle limbs off of sidewalk.
- Light pole #113: Replace Yellow Elder damaged during recent storm and removed by adjacent homeowner with a White Geiger.

Woodshire Lane

- Light poles #36, 39 and 41: Contact Naples Bath and Tennis to trim Brazilian Pepper encroaching into the sidewalk.

During Committee discussion the following was noted:

- Maintenance Report, Main Entry Island bullet 3, line 4, delete the following phrase from future reports - "patch with sod."
- Brazilian Pepper on Woodshire Lane should be significantly trimmed back.
- .Consideration of Crepe Myrtle tree as alternative to recommended White Geiger tree as replacement for Yellow Elder.

Ms. Bell motioned to replace the removed Yellow Elder on Forest Lakes Boulevard with a white Crepe Myrtle tree, versus Mr. Windham's recommended White Geiger tree, at a cost not-to-exceed $300.00 in accordance with quote E321, dated September 8, 2016, by Ground Zero Landscaping. Second by Chairman Fogg. Carried unanimously 4 – 0.

Mr. Schumacher *will review* ***Mr. Windham's*** *reports and strike through or remove items not pertinent prior to distribution to the Committee.*

B. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported he addressed the items cited in **Mr. Windham's** status report and noted:

- Suggest replacement of four Euphorbia plants on the entrance island.
- New items detailed on **Mr. Windham's** report will be addressed prior to the next community drive through.

- Pruning has been completed.

During Committee discussion the following was noted:

- Two Euphorbia plants on the front island have died and should be replaced.
- Naples Bath and Tennis should be contacted to remove or cut back the potato Brazilian Pepper.
  Staff *will contact Naples Bath and Tennis to address Committee's request.*
- Brazilian Pepper encroaching into the sidewalk in the Quail Run Golf Course maintenance area should be cut back by Golf Course maintenance crew.
  Staff *will remind Golf Course management to perform this service.*
- The Ficus Hedge adjacent to Publix was trimmed by the Shopping Plaza owners. Brazilian Pepper is invading the hedge and should be removed.
  Staff *will research the situation and report to the Committee.*

Ms. Bell motioned to replace two Euphorbia plants on the front island at a cost not-to-exceed $25.00 as per quote E324 from Ground Zero Landscaping dated September 27, 2016. Second by Chairman Fogg. Carried unanimously 4 – 0.

VI. Project Managers Report

A. Budget Report

Mr. Schumacher presented the "*Forest Lakes MSTU Fund 159, October 4, 2016"* updating key budget categories for FY17 noting:

- Ad Valorem Property Taxes are projected at $189,580 FY 17 vs. $182,400 FY16.
- The Operating Expense budget is $167,383 vs. $158,900 FY16.
- Reserve funds total $232,700.
- The millage rate is reduced from 1.19 FY 16 to 1.14 FY17.
- The FY 2017 budget is effective October 1, 2016 and will be presented at the November meeting.

B. Update on Easements – Quail Run Golf Club

This item was heard under IV B.

C. ABB Drainage Presentation – Advisory Committee Reaction:

Mr. Schumacher reviewed schematic recommendations presented by Agnoli, Barber & Brundage for "*Forest Lakes Stormwater Improvements"* for water management and drainage relief for the Forest Lakes Community highlighting:

- Three alternative drainage improvement projects were outlined for consideration as follows:
  1. Continue with design work under the current PO, Tasks A, B, and C.
     a. Replacing a Junction Box 5 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 Junction Box 5.

  A current purchase order for $12,565 has been created to fund this project.

2. New Proposal, TASK 1: Study **North Outfall** to Pine Ridge Road
    a. Investigate the feasibility of routing the Forest Lakes Blvd/Quail Forest Blvd intersection drainage area to the north into the existing Pine Ridge road (PRR) right-of way.
    b. This scenario requires ABB meet with two Collier County agencies and Southwest Florida Water Management District for approval.

3. New Proposal, TASK 2: Study **West Outfall** to existing ditch
    a. Investigate the feasibility of routing the Forest Lakes Blvd/Quail Forest Blvd intersection drainage area toward the west into the existing ditch on the west side of Forest Lakes at the outlet iof the Pine ridge Industrial ditch..
    b. This scenario requires ABB meet with two Collier County agencies and Southwest Florida Water Management District for approval.
    c. A drainage easement exists in this area.

Agnoli, Barber & Brundage provided a quote in the amount of $13,920 for engineering consulting services to ascertain the feasibility of Options 2 and 3 noting incorporating options 2 or 3 should increase drainage capacity.

During Committee discussion the following was noted:

- The benefits of considering Options 2 and 3.
- A, B and C segments, Exhibit A, are approved.
- Should Options 2 and 3 be studied at this time or delayed pending evaluation of effectiveness of Scheme 1 (A, B and C segments, Exhibit A)?

Chairman Fogg motioned to approve Agnoli, Barber & Brundage provide engineering consulting services to Forest Lakes MSTU to review and recommend enhancements to the existing stormwater management system for an amount not-to-exceed $14,500.00 as proposed in the document dated September 30, 2016. The feasibility study encompasses TASK 1: Study north outfall to Pine Ridge Road, and TASK 2, Study west outfall to existing ditch. Second by Mr. Barry. Carried unanimously 4 – 0.

VI. New Business

A. Unica Lane

1. Cul-de-sac trees – residents request authorization to remove

- Entity responsible for planting of the trees must be determined.
- Action on request is delayed pending investigation.

Ms. Arnold *will research to determine the party originally responsible for planting of the trees and the cost affiliated with the project and report to the Committee.*

2. Cul-de-sac maintenance – Letter to Forest Lakes Residents

Landscape maintenance of the cul-de-sac is the responsibility of the residents.

3. Tree Replacement

This item was addressed under V. Contractor's Report; A – Windham Studio.

VII. Old Business

A. Thank you letter – Forest Lakes Boulevard and Wilshire Lane Vegetation Clearance
Mr. Schumacher will obtain contact information from **Mr. Burnham**.

B. MiraVista Drainage
This item was discussed under IV. B.

VIII. Committee Member Comment
None

IX. Public Comment
Mr. Dixon, **Turtle Lakes Golf Colony Condominiums**, reported as follows:

1. Request for the Forest Lakes Roadway and Drainage MSTU Advisory Committee to consider installation of sidewalks and lights for Turtle Lakes Court.
   The Committee will consider "capital improvement projects" post payoff of the current bond.
2. Light outages at the stop sign on Turtle Lake Court adjacent to Publix.
   ***Staff** will check the photo cell and replace lamp if necessary.*
3. The water fountains behind building 10 are not functional. Requested repair of fountains or fountain replacement with a water feature.
   ***Staff** will check the water fountains to ensure timer is functioning as intended.*

Next Meeting
November 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 12:32 PM.

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 _____.