

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.

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

Minutes November 1, 2016

I. Call to Order

Chairman 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 (Excused)
County: Dan Schumacher, Project Manager; Harry Sells, Project Manager
Other: Scott Hane, Ground Zero Landscaping; Doug Burnham, Quail Run Golf Club;
Wendy Warren, JuriSolutions

III. Approval of Agenda

Chairman Fogg moved to approve the Agenda subject to the following changes:
Move: Item VIII – Old Business to Item VII.
Move: Item VII. – New Business to Item VIII.
Addition: Item VIII. – New Business: B. Street Striping and Reflectors.
Second by Ms. Fanning. Carried unanimously 3 - 0.

Ms. Bell arrived.

IV. Approval of Minutes – October 4, 2016

Chairman Fogg moved to approve the minutes of the October 4, 2016 Forest Lakes Advisory Committee meeting subject to the following changes:

Page 2, IV. B. Bullet 9 - Update on Easements – Quail Run Golf Club from “...upon sunset or dissolution of the MSTU) ... to “...**upon dissolution** of the MSTU).”

Page 4, V. B. Bullet 5 - Ground Zero Landscaping from “... remove or cut back the potato Brazilian Pepper) ... to “...remove or cut back the **Potato Vine and** Brazilian Pepper).”

Page 5, VI. C. Motion -ABB Drainage Presentation from “...Agnoli, Barber & Brundage provide engineering consulting services) ... to “...Agnoli, Barber & Brundage **to provide** engineering consulting services).”

Page 6, IX. Item 2 -Public Comment from “...on Turtle Lake Court adjacent to Publix) ... to “...**on Turtle Lake Court**).”

Second by Ms. Fanning. Carried unanimously 4 - 0.

V. Contractor's Report

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

Mr. Schumacher presented the “*Forest Lakes Monthly Maintenance Report*” dated October 25, 2016 from Scott Windham, Landscape Architect, Windham Studio, Inc.

Forest Lakes Boulevard

- Light poles #148: Pink Tabebuia is largely defoliated and health should be monitored. *Committee noted the Pink Tabebuia is a deciduous tree and loss of leaves during winter months is normal.*
- Light pole #113: The Crepe Myrtle has three thin trunks and requires additional reinforcement for the third trunk.
- Light pole #51: Two Laurel Oak trees should be evaluated by a Certified Arborist for potential removal.
- Light poles #22 and #30: Prune Brazilian Pepper from the light head.
- Light poles #21 and #'s 26 – 28: Trim low growth Poinciana limbs from Naples Bath and Tennis over the perimeter fence from the sidewalk area.
- Light poles #19 and #20: remove Brazilian Pepper and trim low hanging limbs from Naples Bath and Tennis extending over the perimeter fence in the sidewalk area.

B. Ground Zero Landscape Maintenance – Scott Hane

Mr. Hane reported that item details on Scott Windham’s status report are being addressed noting:

- Plants have been installed as agreed at the October meeting.
- The turf has been treated.
- Pruning of material interfering with the light poles will be done.

VI. Project Managers Report

A. Budget Report

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, November 1, 2016*” 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 of which \$111,351 is committed and \$2,220 in invoices has been paid.
- Operating Expense available balance for FY17 is \$53,812.42.
- Reserve Funds total \$232,700.
- Total available balance of \$342,812 plus funds committed and not spent yields Estimated Cash balance of \$464,163.

During Committee discussion the following was addressed:

- Access to Reserve Funds requires a Board of County Commissioners approved budget amendment. The process takes two to three months.

Chairman Fogg requested Mr. Schumacher research funds available to the MSTU for special projects and report his findings at the December meeting.

B. Update on Easements – Quail Run Golf Club

Mr. Barry reported the President of the Quail Run Golf Club Board has received the easement documents and distributed them to other Board members noting:

- The Board’s decision to execute the easement documents is pending review by the Attorney for Quail Run.
- Quail Run board members may request a meeting with **Ms. Arnold** and **Ms. Zimmerman** to review the documents.
- The Quail Run Golf Club Board requested a “scope of work” be defined in reference to the easement agreement.

During Committee discussion the following was noted:

- **Mr. Burnham** will provide the contact information for the Quail Run Golf Club contractor servicing the lakes and ponds for weed control.
- **Mr. Schumacher** will solicit a Request for Quote (RFQ) for maintenance of the lakes and ponds.
- **Mr. Schumacher** will work with **Mr. Burnham** to craft a “*lake maintenance scope of work*” document.

C. ABB Drainage Presentation – Advisory Committee Reaction:

Mr. Schumacher updated the Committee as a follow-up to the Agnoli, Barber & Brundage (ABB) presentation in September, entitled “*Forest Lakes Stormwater Improvements 2016*” for water management and drainage in the Forest Lakes Community, highlighting:

1. Stormwater Structures Design: Work under the ongoing PO continues, with the expectation of an on-time completion in early December.
2. Outfall Study: A PO and Notice to Proceed (NTP) were issued October 31, 2016 authorizing ABB to commence work on this activity, investigating the feasibility of routing drainage to two candidate locations. This effort is scheduled for completion in February 2017.

VII. Old Business

A. Thank you letter – Forest Lakes Boulevard and Wilshire Lane Vegetation Clearance

Mr. Schumacher will compose a letter on County letterhead and sign on behalf of the Committee.

B. Lake Fountain Off – Checked Out and Repaired

Mr. Schumacher reported Fire Ants invaded the control clock. The clock has been cleaned and repaired.

Staff requested **Mr. Burnham’s** maintenance personnel treat the fixture for Fire Ants.

During Committee discussion the following was addressed:

- **Staff** recommended the fountain operate twenty-four hours a day.
- The Committee expressed concerns regarding noise.

C. Sidewalk Lamps on in Daytime

The Photo Cell was replaced by Hart’s Electrical, Inc.

D. Fence Line Maintenance – Naples Bath & Tennis and Pine Ridge Crossing notified

Naples Bath and Tennis

- **Mr. Schumacher** notified the maintenance company for Naples Bath and Tennis to prune plant material and was informed they will put it on their schedule. **Mr. Schumacher**

requested an update on October 26th but has not received a response. Code enforcement will be contacted if maintenance is not performed.

Pine Ridge Crossing

Mr. Schumacher met with the local maintenance company and was advised the hedge will be replaced with Firebush or Clusia. The MSTU can suggest plant material preference; however Girard Environmental Services will make the final decision.

VIII. New Business

A. Unica Lane

1. Cul-de-sac trees

- Two of the three trees were installed by the MSTU.
- Landscape maintenance of the cul-de-sac is the responsibility of the residents.
- Ground Zero Landscaping provided an estimate of \$613 to remove two trees; \$832 to remove all three.

Ms. Fanning motioned the M.S.T.U. permit the homeowners of Unica Lane to remove the cul-de-sac Palm trees if the decision of all homeowners is unanimous. The M.S.T.U. will be reimbursed by the homeowners for the value of two trees. Second by Ms. Bell. Carried unanimously 4 – 0.

B. Street Striping and Reflectors

Chairman Fogg recommended re-striping Forest Lakes Blvd and Woodshire Lane, and replacing the reflectors where necessary.

During Committee discussion the following was noted:

- Missing reflectors on Forest Lakes Blvd and Woodshire Lane maintained by the MSTU should be replaced and striping re-painted as necessary.
- At the January 5, 2016 meeting, **Mr. Burnham** requested the striping on the two golf cart path crosswalks on Forest Lakes Boulevard be repainted.

Mr. Schumacher will request a price quote for striping the roadway, golf cart street crossings, crosswalks, and reflector replacements.

IX. Committee Member Comment

Community Letter

Ms. Bell queried if the 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. had been printed and **Staff** reported it has not.

During Committee discussion the following was noted:

- Review of content and consideration for email address inclusion.
- Methods of distribution to residents.

Traffic Control

Ms. Bell expressed concern over resident’s level of speed on community streets.

During Committee discussion the following was noted:

- The MSTU is responsible for street signage and current policy is to replace the existing signage as necessary.
- Consideration should be given to formulation of a signage policy.

Staff will explore inviting a representative from the County Traffic Division to offer advice and present options regarding speed limit enforcement and safety.

Staff will investigate establishment of a “sign policy.”

X. Public Comment

Mr. Stemples requested an update on the MiraVista Condominium’s property flooding issue created when construction altered the swale.

Ms. Arnold and Staff will continue to investigate construction history to determine if the MSTU did work on the MiraVista swales and update the Committee at the December meeting.

Next Meeting

December 6, 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 12:10 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 _____.