

FOREST LAKES

**ROADWAY AND DRAINAGE M.S.T.U.
ADVISORY COMMITTEE**
8300 Radio Road
Naples, FL 34104

AGENDA

June 3, 2025

I. CALL TO ORDER

II. ATTENDANCE

Advisory Committee:

Greg Pollock – Chair (4/21/2026)

Marianne Fanning (4/21/2026)

Kathy Thomson – Vice Chair (4/21/2027)

Jerry Norsic (4/21/2028)

Patrick Bernal (4/21/2027)

County Staff:

Brian Wells – Director, PTNE

Dan Schumacher – MSTU Project Manager

Contractor(s):

Aaron Gross – Ground Zero Landscaping

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – MAY 6, 2025

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

VI. PROJECT MANAGERS REPORT – Dan Schumacher

A. BUDGET REPORT

- **FY-26 Millage – Motion to reduce to 2.5000 mills submitted to the Budget Office**

B. Ordinance Amendment –

- **Lake 15 Wall Replacement**
- **Lakes Rip-Rap Replenishment**

C. Lakes Maintenance – Aquatic Vegetation Control

VII. ONGOING BUSINESS

A. Shopping Center Screening – Survey & Fence

B. Sidewalk Light Poles

- **Lamp Replacements**
- **Pole #33 Replacement (Woodshire Ln)**

VIII. NEW BUSINESS

IX. COMMITTEE MEMBER COMMENTS

X. PUBLIC COMMENTS

XI. ADJOURNMENT

NEXT MEETING

JULY 1ST, 2025 - 10:00 AM

FOREST LAKES CONDO ASSOCIATION CLUBHOUSE

1058 FOREST LAKES DRIVE, NAPLES, FL 34112

(239) 261-5497

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U. ADVISORY COMMITTEE 8300 Radio Road - Naples, FL 34104

MINUTES

MAY 6, 2025

I. CALL TO ORDER

Chair Pollock called the meeting to order at 10:00 A.M. Roll call was taken, and a quorum of five was present.

II. ATTENDANCE

Advisory Committee

Greg Pollock – Chair
Kathy Thomson – Vice Chair
Patrick Bernal
Marianne Fanning
Jerry Norsic

Staff

Brian Wells – Director, PTNE (Excused)
Dan Schumacher – Project Manager
Rosio Garcia – Operations Coordinator (Excused)

Contractors

Aaron Gross - Ground Zero Landscaping
Wendy Warren - Premier Staffing (Transcription)

Public Attend

Jack Hedenstrom - Resident
Deborah Hestrup – Resident
Tom Kinnery - QRGC
Rick Korb - QRGC
Russell Peter – Resident
Stacie Young – Resident
Marty Quill - Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the May 6, 2025, Agenda of the Forest Lakes Roadway and Drainage Advisory Committee MSTU. Second by Mr. Bernal. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES – April 1, 2025

Mr. Bernal moved to approve the minutes of the April 1, 2025, Forest Lakes MSTU Advisory Committee meeting as presented. Second by Mr. Norsic. Carried unanimously 5 – 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- Irrigation frequency was increased to compensate for the lack of rain.
- Seasonal annuals will be planted at the entrance.
- Trees with limbs encroaching on lamp poles will be pruned back.

- Installers for Hotwire Communications laid conduit for telecommunication services along the sidewalk on Pine Ridge Road bordering the community entrance. Damaged grass was replaced with sod.
- Ground Zero repaired the irrigation system head by the Community Sign and will monitor the condition of newly installed sod.

Entryway Lighting

Mr. Schumacher reported:

- Outdoor Lighting Perspectives installed the outdoor landscape lighting for the Palm trees on the entrance median.
- Upon receipt of E-Verify documentation the company will be established as a County vendor and repair of the landscape lighting will be scheduled.
- The original files for the landscape lighting layout will be reviewed for the project upgrade.
- Fixture height will be adjusted to the current plant and shrub heights.

VI. PROJECT MANAGERS REPORT – Dan Schumacher

A. Budget Report

(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

Forest Lakes MSTU Fund 1626 Budget for May 6, 2025, prepared April 29, 2025.

Mr. Schumacher provided an overview of the budget highlighting:

Purchase Orders

1. City of Naples – reclaimed irrigation water.
2. DeAngelo Contracting/Tigris – Lake's maintenance, aquatic vegetation control.
3. FPL – electricity.
4. Ground Zero Landscaping – grounds maintenance
 - a. Incidentals – landscape materials and refurbishment.
 - b. Maintenance – regular landscape, swales & irrigation maintenance.
5. Lake Doctors – lake fountain(s).
6. LJA Engineering – Engineering consulting services.
6. Pavement Maintenance – concrete sidewalk curbs.
7. Preferred Materials – Roadway repaving.
8. Premier Staffing – transcription services.
9. Simmonds Electrical – lighting & general electrical services.
10. SiteOne Landscape Supply – irrigation parts and pumps.

Budget Summary

1. Line 1, Revenue – Of the \$1,268,800 Millage assessed, \$1,242,418 has been collected, leaving an outstanding balance of \$26,381.
2. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds 2,504,100.
3. Line 3, Revenue Total – A total of \$3,772,900.
4. Line 23, Operating Expense – Of the \$311,200 budgeted, \$188,907 is committed to existing Purchase Orders and \$87,878 is expended, leaving the remainder of \$34,413 available within budget for additional operating expenses as needed.
5. Line 27, County Overhead – Of the \$108,500 budgeted, \$105,289 has been transferred and a balance of \$3,210 remains for transfer. (PTNE Staff & support, Property Appraiser & Tax Collector).
6. Line 30, Capital Reserves total balance is \$3,353,200.

- i. Reserves for Capital (28) – a balance of \$2,953,200 remains for improvement projects.
- ii. Reserves for Roadway Paving (29) – a \$400,000 earmark.
7. Line 31, All Expenses – Of the \$3,772,900 budgeted, \$188,907 remains committed to existing Purchase Orders and \$193,167 has been expended, leaving \$3,390,824 available within budget for additional expenses as needed.
8. Line 32, FY-25 Budget Grand Total – budgeted Revenues (Line 3) and All Expenses (Line 31) are equal and cancel-out, \$188,907 remains committed to existing Purchase Orders, collected Revenues exceed Expenses by \$1,049,250 and \$860,342 are Unexpended.

General

1. MSTU Tax Rate: 4.0 Mills to maintain MSTU Roadways and Stormwater Drainage within the taxing district.
2. The Ad Valorem property tax value increased 7.65% for fiscal year 2025 over 2024 generating additional revenue of \$87,975.
3. Funds collected by the Forest Lakes MSTU cannot be utilized outside of the MSTU.

Mr. Schumacher noted:

- DeAngelo Contracting Services, LLC, the Lakes Maintenance/Aquatic Weed Control contractor, was acquired by Tigris. A new Purchase Order will be issued and services, including weed control, will be scheduled.
- A work order has been processed for LJA Engineering Services. Upon receipt, a Notice to Proceed with the survey will be issued for a property line survey along a north portion of Woodshire Ln.
- Both Purchase Orders for Preferred Materials will be moved from the Other Contractual Category and recorded under the Capital Reserves, Roadway Paving, Line 29.

Fiscal Year 2026 MSTU Millage

Mr. Schumacher noted the options:

1. Revenue Neutral: Adjust the current millage rate to maintain the Fiscal Year 2025 MSTU revenue level.
2. Millage Neutral: Maintain the current millage rate of 4.0000 mills, with the MSTU revenue level fluctuating each fiscal year, higher or lower, in tandem with Ad Valorem property values determined by the Property Appraiser.
3. Decrease the millage to a rate below the MSTU 4.000 maxim, upon a motion passed by the Advisory Committee.

Committee and Public Discussion

Mr. Schumacher distributed documents for review. *See Attachments.*

1. *List of Closed Sales*, prepared by Vice Chair Thomson: January 2025 – April 2025 indicates property values are increasing.
2. *Capital Asset Management Plan* report, prepared by Mr. Schumacher, dated June 4, 2024, which estimates life expectancies of MSTU assets and corresponding expenditure projections to fund maintenance and repairs of these assets through 2028, totaling \$2,140,995.
3. *Property Tax Pie Chart*, prepared by Stacie Young: estimated percentage allocation of Property Taxes per household indicates MSTU assessed taxes are 28% of the total.

Discussion ensued regarding options for millage assessment. The Committee consensus was to recommend a decrease in the millage rate assessed for Fiscal Year 2026 to 2.5000 mills which equates to \$2.50 per \$1,000 of Ad Valorem Taxable Value.

Vice Chair Thomson motioned to recommend a reduction in the millage rate for the Forest Lakes Roadway and Drainage M.S.T.U. to 2.5000 mills for Fiscal Year 2026. Second by Mr. Bernal. Carried unanimously 5 – 0.

Mr. Schumacher will submit the Committee's recommendation to the Office of Management and Budget for evaluation.

B. Lakes Maintenance (Aquatic Vegetation Control)

Mr. Schumacher reported:

- As noted in the Budget Report section, above, the vendor currently on contract with the County, Tigris, formerly DeAngelo Contracting Services, will be utilized for this service on the lakes in Quail Run Golf Club.
- All lakes will be treated for weed control.
- Service is expected to commence in May 2025.

VII. ONGOING BUSINESS

A. Shopping Center Screening – Hedge & Fence

Mr. Schumacher reported:

Fence Installation Woodshire Lane/Pine Ridge Crossing Shopping Center

- FPL has no setback requirements with respect to the fence location.
- A Purchase Order will be issued to LJA Engineering to survey the property line in the vicinity of the fence.
- Carter Fence Company will provide a quote to install a black vinyl fence extending from the existing fence running south of this area to The Crossings parking lot entrance off Woodshire Lane at the north end.
- Upon installation of the fence extension, Ground Zero Landscaping will install a low block paver wall (approximately 15-foot length) along the base of the fence and ravine, and lay sod to address erosion.

Woodshire Lane and Pine Ridge Crossing Shopping Center Hedge

- The Privet hedge along Woodshire Lane, on the east boundary of the community, is regenerating following repairs to the irrigation system.
- Mr. Hedenstrom of Woodshire Villas reported a response has not been received to the Code Complaint filed with the County stating the hedge planted by Kite Realty Group on the shared property line with Pine Ridge Crossing does not conform to code specifications.

B. Lake 15 Wall Replacement

Mr. Schumacher reported:

- The County Attorney reviewed the draft construction agreement submitted by the Quail Run Golf Club Board's, which was found to be inconsistent with County contractual and purchasing requirements.
- It was further advised that stormwater drainage activities on the Quail Run property are outside of the existing MSTU ordinance in effect, which specifically addresses only "roadway-related drainage."
- An amendment to the MSTU ordinance, motioned by the Advisory Committee for consideration and approval by the BCC, is necessary for the Lake 15 wall replacement to proceed; and then only upon an additional motion by the Advisory Committee.

Mr. Schumacher proposed working with the County Attorney(s) to draft a proposal to support MSTU funding of lake maintenance and repairs on the Quail Run private property based on stormwater drainage benefits to the community at large. Upon a motion by the Advisory Committee, an amendment to the MSTU Ordinance would be prepared for submission to the Board of County Commissioners for approval.

Mr. Norsic motioned to pursue crafting a document with language approvable by the Board of County Commissioners for lake retaining walls maintenance or repair on Quail Run Golf Club property for the benefit (as determined by the Committee) of stormwater drainage control within the M.S.T.U. Second by Ms. Fanning. Carried unanimously 5 – 0.

VIII. NEW BUSINESS

A. Quail Run Lakes - Riprap Replenishment

Mr. Schumacher reported riprap replenishment will be incorporated into the subject ordinance amendment being drafted.

B. Lamp Pole Outages & Pole #33 Down

Mr. Schumacher noted:

- Simmonds Electrical secured the wiring for downed light pole #33. A quote for repair or replacement will be solicited.
- Fifty GE brand HPS bulbs will be ordered for lamp replacements on forty-eight poles.
- Simmonds Electrical will undertake the task of installing the bulbs.
- Additional quantities may be ordered to ensure inventory for future outages.
- A retrofit conversion option to replace the high-pressure sodium lamps, which are being phased out with amber LED's, will be considered when an option becomes available.

IX. COMMITTEE MEMBER COMMENTS

The hurricane debris pile in the Right of Way (ROW) on Forest Lakes Blvd. in the southwest corner of the community has been removed.

Mr. Schumacher suggested that Chair Pollock contact the Road Maintenance Division to request repair of fragmented asphalt in the vicinity of the westbound curve at the north end of Forest Lake Drive.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:20 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

Greg Pollock, Chair

The Minutes were approved by the Committee on _____, 2025 as presented _____, or as amended _____.

<https://www.collierptne.com/forest-lakes-roadway-drainage-advisory-committee/>

NEXT MEETING:

JUNE 3, 2025 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497

Forest Lakes M.S.T.U.
Fund 1626
June 3, 2025

	FY-25	Vendor	Item	PO#	Budget	Commitments	Expenditures	Available
1	MILLAGE COLLECTED & INTEREST		MSTU Revenues		\$ (1,268,800.00)	\$ -	\$ (1,260,109.86)	\$ (8,690.14)
2	CARRY FORWARD		Unexpended Prior Year Funds		\$ (2,504,100.00)	\$ -	\$ -	\$ (2,504,100.00)
3	ALL REVENUES				\$ (3,772,900.00)	\$ -	\$ (1,260,109.86)	\$ (2,512,790.14)
4	ENG. FEES & OTHERS (631400)	LJA Engineering	Survey	TBD	\$ 14,860.00	\$ 2,301.00	\$ -	\$ 12,559.00
5	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	\$ 3,900.00	\$ -	\$ 3,900.00	\$ -
6	INTERDEPARTMENT PAYMENT	IGC#100474	30x30 Stop Sign @51 Forest Lakes Blvd				\$ 50.75	\$ (50.75)
		Ground Zero Landscaping	Non-Bid Schedule Items	4500233638		\$ 2,280.00	\$ 720.00	
		Ground Zero Landscaping	Landscape Incidentals	4500233638		\$ 5,197.98	\$ 9,802.02	
7	LANDSCAPE INCIDENTALS (634990)				\$ 10,000.00	\$ 7,477.98	\$ 10,522.02	\$ (8,000.00)
		Ground Zero Landscaping	Grounds Maintenance	4500233638		\$ 28,696.00	\$ 37,304.00	
		Preferred Materials	Woodshire Ln Repaving	4500237693		\$ 92,362.60	\$ -	
		Preferred Materials	Foresst Lakes Dr	4500237734		\$ 14,640.20	\$ -	
8	OTHER CONTRACTUAL (634999)				\$ 100,000.00	\$ 135,698.80	\$ 37,304.00	\$ (73,002.80)
		Mettauer Environmental	Lakes - Aquatic Vegetation Control	4500233643		\$ 100.00	\$ 2,875.00	
		Pavement Maintenance	Concrete Sidewalks, Curbs	4500233648		\$ 3,980.00	\$ 21,020.00	
		DeAngelo Contracting	Lakes - Aquatic Vegetation Control	4500238403		\$ 10,000.00		
9	OTHER CONTRACTUAL (639990)				\$ 140,600.00	\$ 14,080.00	\$ 23,895.00	\$ 102,625.00
10	ELECTRICITY	FPL	Electricity	4700005161	\$ 13,500.00	\$ 5,744.96	\$ 7,755.04	\$ -
11	WATER & SEWER	City of Naples	Water - Reclaimed Irrigation	4700005192	\$ 3,000.00	\$ 2,030.44	\$ 969.56	\$ -
12	INSURANCE GENERAL	Collier County	Insurance		\$ 600.00	\$ 150.00	\$ 450.00	\$ -
13	SPRINKLER SYSTEM	SiteOne	Irrigation Parts & Pumps	4500235293	\$ 1,500.00	\$ 3,276.56	\$ 223.44	\$ (2,000.00)
14	MULCH				\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
		Simmonds Electrical	Electrical Services	4500233651		\$ 1,882.01	\$ 8,117.99	
15	LIGHTING MAINTENANCE (646451)				\$ 6,000.00	\$ 1,882.01	\$ 8,117.99	\$ (4,000.00)
16	LICENSE & PERMITS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
		Premier Staffing	Transcription	4500234228		\$ 1,715.65	\$ 1,262.25	
17	OTHER MISCELLANEOUS (649990)				\$ 3,000.00	\$ 1,715.65	\$ 1,262.25	\$ 22.10
18	OFFICE SUPPLIES				\$ 100.00	\$ -	\$ -	\$ 100.00
19	COPYING CHARGES	J.M. Todd	Copier CPC	4500234730	\$ 200.00	\$ 55.91	\$ 94.09	\$ 50.00
20	FERT HERB CHEM				\$ 500.00	\$ -	\$ -	\$ 500.00
21	OTHER OPERATING				\$ 300.00	\$ -	\$ -	\$ 300.00
22	OPERATING EXPENSES				\$ 301,060.00	\$ 174,413.31	\$ 94,544.14	\$ 32,102.55
23		Lake Doctors	Lake #9 Fountain Replacement	4500237453	\$ 10,140.00	\$ -	\$ 10,130.10	\$ 9.90
24	IMPROVEMENTS GENERAL (763100)				\$ 10,140.00	\$ -	\$ 10,130.10	\$ 9.90
25	PTNE STAFF & DIVISION OVERHEAD				\$ 72,600.00	\$ -	\$ 72,600.00	\$ -
26	PROPERTY APPRAISER				\$ 9,400.00	\$ -	\$ 6,875.69	\$ 2,524.31
27	TAX COLLECTOR				\$ 26,500.00	\$ -	\$ 25,972.68	\$ 527.32
28	COUNTY OVERHEAD				\$ 108,500.00	\$ -	\$ 105,448.37	\$ 3,051.63
29	RESERVES FOR CAPITAL				\$ 2,953,200.00	\$ -	\$ -	\$ 2,953,200.00
30	RESERVES FOR ROADWAY REPAVING				\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
31	CAPITAL RESERVES				\$ 3,353,200.00	\$ -	\$ -	\$ 3,353,200.00
32	ALL EXPENSES				\$ 3,772,900.00	\$ 174,413.31	\$ 210,122.61	\$ 3,388,364.08
33	FY-25 BUDGET GRAND TOTAL		= ALL REVENUES - ALL EXPENSES		\$ -	\$ 174,413.31	\$ (1,049,987.25)	\$ 875,573.94

**Forest Lakes M.S.T.U.
Fund 1626
June 3, 2025**

129,715,669	FY 13 Final Taxable Value	-2.4%
129,977,881	FY 14 Final Taxable Value	0.2%
140,171,072	FY 15 Final Taxable Value	7.8%
152,711,783	FY 16 Final Taxable Value	8.9%
165,722,702	FY 17 Final Taxable Value	8.5%
190,428,196	FY 18 Final Taxable Value	14.9%
202,132,375	FY 19 Final Taxable Value	6.1%
210,299,015	FY 20 Final Taxable Value	4.0%
219,999,549	FY 21 Final Taxable Value	4.6%
227,701,198	FY 22 Final Taxable Value	3.5%
257,799,765	FY 23 Final Taxable Value	13.2%
294,456,887	FY 24 Final Taxable Value	14.2%
\$316,450,549	FY 25 Gross Taxable Value	
7.65%	Adjustment FY 24 to FY 25	
	FY 25 Gross MSTU Revenue	FY 24
Millage	4.0000	4.0000
Tax Dollars	\$1,265,802	\$1,177,828

+7.0% Average

4.0 mill cap
\$87,975

Total Available Balance	\$ 3,388,364.08
Plus Committed And Not Spent	\$ 174,413.31
Estimated Cash	\$ 3,562,777.39

Prepared 05.27.2025 MV

Increase