

FOREST LAKES

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

AGENDA

November 4, 2025

- 1. CALL TO ORDER**
- 2. 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:

Ellen Sheffey – Director, PTNE
Jeffrey Felger – MSTU Project Manager
Rosio Garcia- MSTU Operations Analyst

Contractor(s):

Aaron Gross – Ground Zero Landscaping

- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES – OCTOBER 7, 2025**
- 5. CONTRACTOR REPORTS**
 - a. Ground Zero Landscaping – Aaron Gross**
- 6. PROJECT MANAGERS REPORT – Jeffrey Felger**
 - a. BUDGET REPORT**
- 7. ONGOING BUSINESS**
 - a. Shopping Center Screening – Fence & Sod Burm**
 - b. Sidewalk Light Poles**
 - Pole #33 Replacement (Woodshire Ln)- Working with Simmonds for an option. Possibly have it as an LED because it might help with brightening up that area at night.
 - c. Tigris - will be spraying the Lakes mid-November and will be on a monthly cycle**
 - d. Lake #15 Wall Replacement – working on design bids**
 - e. Lake Fountain Maintenance- Lake Doctors will be working on lake #9 (warranty work)- and then working on lake #14- two fountains.**
- 8. NEW BUSINESS**
 - a. Lakes #8 & #7 - Rip-Rap Replenishment**
 - b. Fertilizer October/November- Gound Zero Landscaping - will start we have the Site One PO opened.**
 - c. Front entrance lights on the ground- I will be speaking to Simmonds for a quote for replacement.**
 - d. Does entrance flooding fall under the ordinance parameters?**
 - e. What is a reasonable expectation for stormwater retention on the roads & what funds are available.**
 - f. What roadway would you like to repave? What would you like to cap your budget at?**

- g.** Sidewalk Replacement - I will be conducting the yearly sidewalk assessment at the start of December.
- h.** Resident emailed in about Pump station- near the entrance. White Fence would cover it and make it look nice as you enter the community. - I will need to speak to PUD and see if they will allow.
- i.** Working with Shenandoah for a quote to do swale reshaping on the golf course.

COMMITTEE MEMBER COMMENTS

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING

DECEMBER 2ND, 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

OCTOBER 7, 2025

I. CALL TO ORDER

Vice Chair Thomson called the meeting to order at 10:00 A.M. Roll call was taken, and a quorum of four were present.

II. ATTENDANCE

Advisory Committee

Greg Pollock – Chair (Excused)

Kathy Thomson – Vice Chair

Patrick Bernal

Marianne Fanning

Jerry Norsic

Staff

Ellen Sheffey – Director, PTNE (Interim – Excused)

Jeffrey Felger – Project Manager

Judy Sizensky – Project Manager

Rosio Garcia – Operations Coordinator

Keyla Castro - Keyla Castro - Operations Support Analyst II (ZOOM)

Contractors

Aaron Gross - Ground Zero Landscaping

Wendy Warren - Premier Staffing (Transcription)

Public Attendees

Doug Burnham – General Manager, QRG

Jack Hedenstrom - Resident

Deborah Hestrup – Resident

Rick Korb - QRG

Stacie Young – Resident

III. APPROVAL OF AGENDA

Mr. Norsic moved to approve the October 7, 2025, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee. Second by Mr. Bernal. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – September 2, 2025

Mr. Norsic moved to approve the minutes of the September 2, 2025, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting as presented. Second by Mr. Bernal. Carried unanimously 4 – 0.

Ms. Sizensky introduced Jeffrey Felger, Project Manager for the MSTU. Mr. Felger previously worked for the Collier County Road Maintenance Division as a Road and Bridge Inspection Supervisor. He replaces Dan Schumacher who retired September 30, 2025.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is well trimmed and in good condition.

- Penta flowers in the entryway will be replaced with Impatiens flowers in November.
- A landscape plan to beautify the front entrance will be prepared for the Committee to review at the November meeting. Aged Junipers will be removed.
- Maintenance will be performed on the swale of the third hole of the golf course.
- Brazilian Pepper trees on the southwest corner of Woodshire Lane, overhanging the fence, should be trimmed back. A County tree contractor should be contacted for removal of the hanging branches.

VI. PROJECT MANAGERS REPORT

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 October 7, 2025, prepared October 3, 2025.

Ms. Sizensky provided an overview of the budget highlighting:

Purchase Orders

1. City of Naples – reclaimed irrigation water.
2. Carter Fence Company – Woodshire Lane fence.
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.
7. Premier Staffing – transcription services.
8. Simmonds Electrical – lighting & general electrical services.
9. SiteOne Landscape Supply – irrigation parts and pumps.
10. Tigris Aquatic Services – Lake’s maintenance, aquatic vegetation control.

Budget Summary

1. Line 1, Revenue – Millage assessed and Interest totals \$849,700, a decrease of \$419,100 over 2024, due to a millage rate reduction from 4.000 to 2.5000.
2. Line 2, Carry Forward – Unexpended Prior Year (2025) Funds 3,617,825.
3. Line 3, Revenue Total – A total of \$4,467,525.
4. Line 23, Operating Expense – Of the \$349,225 budgeted, \$136,575 is committed to existing Purchase Orders, leaving the remainder of \$212,650 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$109,200 budgeted, \$0 has been transferred. (PTNE Staff & support, Property Appraiser & Tax Collector).
6. Line 31, Capital Reserves - \$4,009,100 remains for future improvements.
7. Line 32, All Expenses – Of the \$4,467,525 budgeted, \$136,575 remains committed to existing Purchase Orders leaving \$4,330,950 available within budget for additional expenses as needed.
8. Line 33, FY-26 Budget Grand Total – budgeted Revenues (Line 3) and All Expenses (Line 32) are equal and cancel-out, \$136,575 remains committed to existing Purchase Orders,

General

- The MSTU Millage Rate of 2.5000 per \$1000.00 of taxable value maintains MSTU Roadways, Stormwater Drainage, and assets within the taxing district.

- The Ad Valorem property tax value increased 7.03% for fiscal year 2026 over 2025.
- Funds collected by the Forest Lakes MSTU cannot be utilized outside of the MSTU.

Ms. Sizensky noted:

- The Fiscal Year 2026 budget is effective October 1, 2025.
- The 2026 tax millage rate is 2.5000 per \$1,000.00 of taxable value.
- The Office of Budget Management assumes 5% of the millage assessed will be delinquent and factors the assumption into the budget.
- A Purchase Order has been issued to Carter Fence for purchase of equipment and installation of the Woodshire Lane fence.
- The *Asset Management Plan*, prepared 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, will be updated.

B. Ordinance Amendment

Ms. Sizensky reported:

The proposed Amendment to Section One of Ordinance 91-107 was approved by the Board of County Commissioners on September 23, 2025.

Lake Wall Replacements and Lake Riprap replenishment are incorporated into the Amendment of Section One of Ordinance 91 -10, permitting the MSTU to undertake repairs to the Quail Run Golf Club property with approval by the Committee.

Lake #15 Wall Repair

- Design and construction plans for the wall repair/replacement will be requested from a County approved contractor.
- Upon completion of a final design, approval by a licensed structural engineer will be obtained to proceed.
- The MSTU will oversee and consider fiscal responsibility for the project subject to approval by the Committee.
- Project installation will be coordinated with the Quail Run Golf Club.

Mr. Burnham will provide Ms. Sizensky and Mr. Felger with the name and contact information of a contractor for retaining wall construction for golf courses.

Lake Riprap Replenishment

- Quail Run Golf Club (QRGC) requested the MSTU provide riprap material for their lakes, with club Staff to perform the installation.
- A quote for riprap material, based on Mr. Burnham's tonnage estimate and stone size, will be solicited from PMI in accordance with the *Asphalt Maintenance and Related Services Contract*.
- The proposed cost sharing arrangement will be presented to the Committee for consideration.
- Mr. Burnham will advise preferred time for installation.

VII. ONGOING BUSINESS

A. Shopping Center Screening – Fence & Riprap Berm

Ms. Sizensky reported:

Fence Installation Woodshire Lane/Pine Ridge Crossing Shopping Center

- A Purchase Order was issued to Carter Fence LLC in the amount of \$15,025.00 to purchase equipment and install a black vinyl fence extending from the existing fence south of this area to The Crossings parking lot entrance off Woodshire Lane at the north end.
- Ground Zero Landscaping will construct a riprap berm in the ravine, and install a weed mat roll cloth and riprap, at a cost of \$2,717.25.

B. Sidewalk Light Poles

Ms. Sizensky reported:

Lamp replacement

- Simmonds Electrical installed streetlamp bulbs around the perimeter with GE brand High Pressure Sodium (HPS) bulbs.
- A retrofit conversion option to replace the HPS lamps, which are being phased out with amber LED's, will be considered when an option becomes available.

Pole #33 Replacement (Woodshire Lane)

- Sternberg is researching replacement options for pole #33.

VIII. NEW BUSINESS

A. Lake Fountain Maintenance

- A quote to repair the Lake 14 pump station has been requested.
- Lake Doctors will perform maintenance on the Lake #9 pump installed on March 26, 2025, at a cost of \$10,130.

B. Fertilizer October/November

Ground Zero Landscaping will apply fertilizer in accordance with the schedule in October.

IX. COMMITTEE MEMBER COMMENTS

Feature projects for the MSTU are drainage and roadway paving.

X. PUBLIC COMMENTS

Woodshire Villas Code Complaint Update

- Mr. Hedenstrom of Woodshire Villas reported a Code Complaint was 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 the five-foot height code specification.
- Code Enforcement responded that the hedge planted is acceptable.
- The Woodshire Villas Association planted a hedge on their property line. Irrigation is available in the area.
- The request for new hedge planting will be revisited upon installation of the new fence.
- Mr. Hedenstrom will provide the Code Complaint number to Ms. Sizensky and Mr. Felger.

Holiday Décor

Landscape accent lighting at the community entrance on Forest Lakes Boulevard should be considered for November-December.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Vice Chair at 10:58 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:

**NOVEMBER 4, 2025 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497**

Forest Lakes M.S.T.U.
Fund 1626
November 4, 2025
FY26

	FY-26	Vendor	Item	PO#	Budget	Commitments	Expenditures	Available
1	MILLAGE COLLECTED & INTEREST		MSTU Revenues		\$ (849,700.00)	\$ -	\$ -	\$ (849,700.00)
2	CARRY FORWARD		Unexpended Prior Year Funds		\$ (3,617,825.00)	\$ -	\$ -	\$ (3,617,825.00)
3	ALL REVENUES				\$ (4,467,525.00)	\$ -	\$ -	\$ (4,467,525.00)
4	ENG. FEES & OTHERS (631403)				\$ 25,000.00	\$ 2,301.00	\$ -	\$ 22,699.00
5	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	\$ 4,200.00	\$ 4,200.00	\$ -	\$ -
6	INTERDEPARTMENT PAYMENT						\$ -	\$ -
7	LANDSCAPE INCIDENTALS (634990)				\$ 20,000.00	\$ 15,000.00	\$ -	\$ 5,000.00
		Ground Zero Landscaping	Grounds Maintenance			\$ 70,000.00	\$ -	\$ -
8	OTHER CONTRACTUAL (634999)				\$ 113,900.00	\$ 70,000.00	\$ -	\$ 43,900.00
		Pavement Management	Sidewalks and Curbs	4500241924		\$ 30,000.00	\$ -	\$ 30,000.00
			Lake Maintenance			\$ 10,000.00	\$ -	\$ 10,000.00
		Carter Fence	Black Chain Link Fence	4500240046		\$ 15,025.00	\$ -	\$ -
9	OTHER CONTRACTUAL (639990)				\$ 134,625.00	\$ 55,025.00	\$ -	\$ 79,600.00
10	ELECTRICITY	FPL	Electricity		\$ 13,500.00	\$ 13,273.93	\$ 1,026.07	\$ (800.00)
11	WATER & SEWER	City of Naples	Water - Reclaimed Irrigation		\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
12	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	\$ 900.00	\$ 900.00	\$ -	\$ -
		SiteOne	Irrigation Parts & Pumps	4500242321		\$ 9,000.00	\$ -	\$ -
		Naples Electric Motor Works	Pump Station Services			\$ 4,250.00	\$ -	\$ -
13	SPRINKLER SYSTEM				\$ 12,000.00	\$ 13,250.00	\$ -	\$ (1,250.00)
14	MULCH				\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
15	LIGHTING MAINTENANCE (646451)	Simmonds Electrical	Electrical Services		\$ 10,000.00	\$ 14,000.00	\$ -	\$ (4,000.00)
16	LICENSE & PERMITS				\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
17	OTHER MISCELLANEOUS (649990)	Premier Staffing	Transcription		\$ 3,000.00	\$ 2,500.00	\$ -	\$ 500.00
18	OFFICE SUPPLIES				\$ 100.00	\$ -	\$ -	\$ 100.00
19	COPYING CHARGES	J.M. Todd	Copier CPC		\$ 200.00	\$ 150.00	\$ -	\$ 50.00
20	FERT HERB CHEM				\$ 500.00	\$ -	\$ -	\$ 500.00
21	OTHER OPERATING				\$ 300.00	\$ -	\$ -	\$ 300.00
22	TRAFFIC SIGNS (63710)				\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
23	OPERATING EXPENSES				\$ 349,225.00	\$ 193,599.93	\$ 1,026.07	\$ 154,599.00
					\$ -	\$ -	\$ -	\$ -
24	CAPITAL OUTLAY				\$ -	\$ -	\$ -	\$ -
25	PTNE STAFF & DIVISION OVERHEAD				\$ 72,700.00	\$ -	\$ -	\$ 72,700.00
26	PROPERTY APPRAISER				\$ 10,000.00	\$ -	\$ 2,418.81	\$ 7,581.19
27	TAX COLLECTOR				\$ 26,500.00	\$ -	\$ -	\$ 26,500.00
28	COUNTY OVERHEAD				\$ 109,200.00	\$ -	\$ 2,418.81	\$ 106,781.19
29	RESERVES FOR CAPITAL				\$ 4,009,100.00	\$ -	\$ -	\$ 4,009,100.00
30								
31	CAPITAL RESERVES				\$ 4,009,100.00	\$ -	\$ -	\$ 4,009,100.00
32	ALL EXPENSES				\$ 4,467,525.00	\$ 193,599.93	\$ 3,444.88	\$ 4,270,480.19
33	FY-26 BUDGET GRAND TOTAL	= ALL REVENUES - ALL EXPENSES			\$ -	\$ 193,599.93	\$ 3,444.88	\$ (197,044.81)

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%

Total Available Balance	\$ 4,270,480.19
Plus Committed And Not Spent	\$ 193,599.93
Estimated Cash	\$ 4,464,080.12

Prepared 10.28.2025 MV

Forest Lakes M.S.T.U.

Fund 1626

November 4, 2025

FY 26

316,446,199	FY 25 Gross Taxable Value	7.5%
338,697,670	FY 26 Gross Taxable Value	7.0%
7.03%	Adjustment FY 25 to FY 26	
	FY 26 Gross MSTU Revenue	FY 25
Millage	2.5000	4.0000
Tax Dollars	\$846,744	\$1,265,785

4.0 mill cap
(\$419,041)