

MINUTES

**FOREST
LAKES**

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

MINUTES

JANUARY 6, 2026

I. CALL TO ORDER

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

Staff

Ellen Sheffey – Director, PTNE (Interim – Excused)
Jeffrey Felger – Project Manager
Rosio Garcia – Operations Coordinator
Keyla Castro – Operations Support Specialist

Contractors

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

Public Attendees

Barbara Bell - Resident
Jack Hedenstrom - Resident
Deborah Hestrup – Resident
Tom Kinnery – Resident, QRGC Member
Rick Korb – Resident, QRGC Member
Vince Marcotte – Resident, QRGC Member
Stacie Young - Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the January 6, 2026, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee. Second by Mr. Norsic Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – December 2, 2025

Vice Chair Thomson moved to approve the minutes of December 2, 2025, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting as presented. Second by Ms. Fanning. Carried unanimously 4 – 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- The Bird of Paradise plant was pruned to the community easement edge.
- Golf Course swales were maintained.

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 January 6, 2025, prepared December 30, 2025.

Mr. Felger 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 Services Inc. – grounds maintenance.
 - a. Incidentals – landscape materials and refurbishment.
 - b. Maintenance – regular landscape, swales & irrigation maintenance.
5. The Lake Doctors, Inc. – lake fountains.
6. Naples Electric Motor Works – pump station services.
7. Pavement Maintenance, Inc. – Sidewalk and curb repairs.
8. Premier Staffing Source, Inc. – transcription services.
9. Service Contracting Solutions – pressure washing.
10. Simmonds Electrical of Naples, Inc. – lighting & general electrical services.
11. SiteOne Landscape Supply – irrigation parts and pumps.
12. TIGRIS Aquatic Services, LLC – Lake’s maintenance, aquatic vegetation control.
13. Tree Scaping of Naples – Tree pruning.

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, \$200,969 is committed to existing Purchase Orders and \$47,041 is expended, leaving the remainder of \$101,214 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$109,200 budgeted and \$19,701 has been transferred, and a balance of \$89,498 remains for transfer. (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, \$200,969 remains committed to existing Purchase Orders and \$66,743 is expended leaving \$4,199,812 available within budget for additional expenses as needed.

General

1. The Fiscal Year 2026 budget is effective October 1, 2025. Unspent Fiscal Year 2025 funds were carried forward to 2026.
2. The Ad Valorem property tax value increased 7.03% for fiscal year 2025 over 2024.
3. The MSTU Millage Rate for 2026 is 2.5000 per \$1000.00 of taxable value.
4. The Office of Budget Management assumes 5% of the millage assessed will be delinquent and factors the assumption into the budget.
5. Tax Millage collected and interest, to maintain and improve MSTU assets, can only be utilized by the MSTU and within the district boundary.

Mr. Felger noted:

- The Carter Fence Company invoice for installation of a black vinyl fence on Woodshire Lane was paid.
- A Purchase Order has been requested for Lake Doctors.
- A Purchase Order was issued to Tree Scaping of Naples, Inc.
- Tigris Aquatic Services will conduct lake maintenance/aquatic weed control monthly.
- 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.

VII. ONGOING BUSINESS

Mr. Felger reported:

A. Sidewalk Light Poles

- Simmonds Electrical of Naples is researching replacement options for Pole #33 on Woodshire Lane.
- A pole outfitted with an LED lamp will provide better illumination for the area.
- Pole #33, fitted with an LED fixture, will be relocated to a corner location on Woodshire Lane and a pole from the Pine Ridge Road entrance moved to the original Pole #33 location.
- Simmonds will submit a quote for the project.

B. Lake #15 Wall Maintenance

- Jacob's Engineering Group, Inc., submitted a proposal to prepare a design and monitor construction for the Quail Run Golf Club, Lake 15, wall replacement.
- The MSTU will oversee and consider fiscal responsibility for the project subject to approval by the Committee.

Mr. Bernal arrived at 10:08 A.M. A quorum of five was present.

Quail Run Golf Club Project Proposal

- Vince Marcotte, President Quail Run Golf Club, requested an opinion regarding a proposal from the Club to retain Ground Zero Landscaping, Inc. as the contractor for the Lake #15 Wall Maintenance replacement.
- Ground Zero Landscaping would sub-contract the engineering and construction of the wall to Collier Sea Wall & Dock, LLC.
- The proposal documentation will be provided to Mr. Felger.

Mr. Felger will seek guidance from the County Attorney regarding the feasibility of the MSTU considering the conditions of the proposal presented and update the Committee at the February meeting.

C. Lake Fountain Maintenance

Lake #9

- Lake Doctors will perform maintenance on the Lake #9 pump at their facility.
- The pump, installed on March 26, 2025, at a cost of \$10,130, is under warranty.

Lake #14

- Lake Doctors will commence repair work on the pump station and two fountains on Lake #14 upon completion of the Lake #9 equipment repairs.

VIII. NEW BUSINESS

A. Riprap Replenishment Lakes #7 and #8

- 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 tonnage estimate and stone size provided by the Golf Club, will be solicited from Pavement Maintenance, Inc. (PMI) in accordance with the *Asphalt Maintenance and Related Services Contract*.
- The proposed cost sharing arrangement will be presented to the Committee for consideration.
- Installation of riprap will be scheduled during the rainy season and coordinated with the Golf Club.

B. Front Entrance Lights

- An on-site meeting with Simmonds Electrical was held on November 24, 2025, to assess the scope of work to be performed.
- Simmonds confirmed the transformers need to be replaced as well as a sensor for the decorative entry signpost lights.
- Palm tree lights will be a warm color.
- Light for the four outages will be replaced upon receipt of bulbs.

C. Stormwater Retention on Roadways

- Flooding occurs during storm events posing a safety hazard.
- A stormwater mitigation study on the community roadways can be contracted.
- Cost of improvements and the tool for financial funding will be identified.

D. Perimeter Sidewalk Maintenance

- An assessment of sidewalk conditions, including the slab in front of the Quail Run Club House, was conducted.
- Concrete slabs with a variance of one-half inch or more between slabs will be marked for repair. Two slabs were identified for repair.
- PMI will repair the slabs based on schedule availability, later in the season.

E. Swale Recontouring

- Shenandoah Construction declined the project to reshape the swales on the golf course noting it would be too difficult to remove the spoils.
- An alternative vendor will be solicited and a quote requested.

F. Entrance Landscaping West Side

- Ground Zero Landscaping submitted landscaping options and quotes for the west side of the entrance to the community.
- Existing vegetation will be removed and drip irrigation installed.
- New landscaping will complement plantings on the east side of the entrance.

G. Tree Scaping of Naples

Mr. Felger reported that Tree Scaping will prune branches to the property line along the fence bordering The Naples Bath and Tennis Club and prune palm trees on January 12, 2026.

H. Sidewalk Pressure Washing

Service Contracting Solutions (SCS) will pressure wash the sidewalks after Tree Scaping's pruning is completed.

I. Quotes

Ground Zero Landscaping

1. Ground Zero Landscaping submitted Estimate No. E739, dated December 8, 2025, in the amount of \$10,747.91, to remove existing Ficus trees at the front entrance and plant a Clusia hedge.
2. Ground Zero Landscaping submitted Estimate No. E742, dated December 8, 2025, in the amount of \$16,895.13, to remove existing Ficus and Pepper trees and plant a Clusia hedge from the west side entrance south around the corner to the large Ficus tree.
3. Ground Zero Landscaping submitted Estimate No. E743, dated December 8, 2025, in the amount of \$3,676.55, to remove existing Juniper in the entrance circle bed and replant with Green Island Ficus, Lantana and Bulbine.

Mr. Felger will contact Pam Lulich, Manager Landscape Operations, to confirm the landscaping does not infringe on the Right of Way (ROW).

The Committee will consider the proposals at the February 3, 2026, meeting.

Light Bulbs

Mr. Felger presented a quote from 1000 Bulbs for eighty GE Lucalox, high pressure sodium, ANSI S62, 1900k, medium base, (GE 11339-LU70-HPS-70) light bulbs for replacement of four bulb outages at the front entrance, plus extra stock inventory, in the amount of \$1,310.40.

Vice Chair Thomson motioned to approve the purchase of eighty GE Lucalox, high pressure sodium, ANSI S62, 1900 K, medium base, (GE 11339-LU70-HPS-70 Watt) light bulbs at a cost of \$1,310.40. Second by Mr. Norsic. Carried unanimously 5 – 0.

IX. COMMITTEE MEMBER COMMENTS

Mr. Felger reported:

Monument Signage

- Research did not identify ownership and/or responsibility for the Quail Run monument sign on Forest Lakes Boulevard.
- The Condominium Association Boards and/or Property Managers will be canvassed to determine interest in association signage at the front entrance.
- The Committee will consider adopting the signage as an MSTU asset at a future date.

Lake Maintenance

- An inquiry will be made to determine if the lakes can be dredged to remove debris and/or riprap.

X. PUBLIC COMMENTS

Quail Run Golf Course Renovation

Mr. Marcotte reported:

- The QRGC has developed a plan to enlarge some golf course lakes.

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- Perimeter and depth expansion will increase water retention capacity within the community.
- The plan will be presented to the Committee at the February meeting.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 10:25 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE



Greg Pollock, Chair

The Minutes were approved by the Committee on 3/3, 2026 as presented _____, or as amended X.

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

NEXT MEETING:

FEBRUARY 3, 2026 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497