

MINUTES

**FOREST
LAKES**

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

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FEBRUARY 3, 2026

I. CALL TO ORDER

Chair Pollock called the meeting to order at 10:01 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 (Excused) 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	Doug Burnham – QRGC General Manager Rick Korb – Resident, QRGC Member Pat Hibson – Resident Stacie Young - Resident

III. APPROVAL OF AGENDA

*Vice Chair Thomson moved to approve the February 3, 2026, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee as amended:
Add: New Business, Item VIII. G – Quail Run Golf Course Renovation.
Second by Mr. Norsic Carried unanimously 4 - 0.*

IV. APPROVAL OF MINUTES – January 6, 2026

Mr. Bernal moved to approve the amended minutes of January 6, 2026, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting. Second by Vice Chair Thomson. Carried unanimously 4 – 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- Fertilizer was applied and shrubs sprayed with insecticide.
- Seasonal annuals will be planted at the front entrance.

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Quotes

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. E745, dated January 21, 2026, in the amount of \$673.89, to replace the seasonal annuals at the front entrance.

Pam Lulich, Manager Landscape Operations, provided parameters to ensure the Clusia hedge planting does not infringe on the Right of Way (ROW).

Vice Chair Thomson motioned to approved Ground Zero Landscaping's Estimate No. E739, dated December 8, 2025, in the amount of \$10,747.91 to remove Ficus trees at the front entrance and plant a Clusia hedge, and Estimate No. 745, dated January 21, 2026, in the amount of \$673.89, to plant seasonal annuals at the front entrance. Second by Mr. Norsic. Carried unanimously 4 – 0.

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 February 3, 2026, prepared January 29, 2026.

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, \$177,838 is committed to existing Purchase Orders and \$70,421 is expended, leaving the remainder of \$100,955 available within budget for additional operating expenses as needed.

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5. Line 28, County Overhead – Of the \$109,200 budgeted, \$20,372 has been transferred, and a balance of \$88,827 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, \$177,838 remains committed to existing Purchase Orders and \$90,793 is expended leaving \$4,198,893 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:

- A quote has been solicited from Simmonds Electrical for entryway lighting. On receipt a Purchase Order will be issued and the project undertaken.
- 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.

Millage Rate

- 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 Committee will analyze the Millage Rate for FY-27 with consideration for current and future expenses during the March/April budget process. Options are:
 - Revenue Neutral: Lower the current millage rate to maintain the FY-26 income level.
 - Millage Neutral: Maintain the current millage rate of 2.5000 mills per \$1,000 of assessed value, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

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.

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B. Lake #15 Wall Maintenance

- Jacob's Engineering Group, Inc., submitted an estimate dated November 1, 2025, in the amount of \$43,996.00, for the "Quail Run Golf Club Lake 15 Wall Replacement Design, and Construction Monitoring." The proposal includes Topographic Survey Services in the amount of \$3,500.00.
- A presentation of the design proposal will be scheduled for the March 2026 meeting.
- The MSTU will fund the project subject to approval by the Committee.

Lake Fountain Maintenance

Lake #9

- Lake Doctors reinstalled the Lake #9 pump and it is functioning as intended.

Lake #14

- Lake Doctors removed one fountain for repair as the lights and motor were not functioning.
- Simmonds Electrical serviced the pump station breaker on the second fountain and was able to activate the lights.
- The motors on both fountains will be assessed and replacement considered.

C. 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.

D. 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.
- The order for eighty GE Lucalox high pressure sodium lamps was received. Replacement of the four light outages will be scheduled during the light pole installation project.

E. Swale Recontouring

- Shenandoah Construction is not interested in 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. Tree Scaping of Naples

Tree Scaping pruned branches to the property line along the fence bordering The Naples Bath and Tennis Club and prune palm trees on January 16, 2026.

G. Sidewalk Pressure Washing

Service Contracting Solutions (SCS) completed pressure washing the sidewalks on January 27, 2026. Residents complimented the project results.

H. Entrance Landscaping West Side

This item was addressed under Item V, Contractors Reports.

VIII. NEW BUSINESS

Mr. Felger reported:

A. Stormwater Retention on Roadways

- Flooding occurs during storm events posing a safety hazard.
- A stormwater mitigation study on the community roadways can be contracted, and work could tentatively be scheduled for 2028 – 2029 pending issue of permits.
- Cost of improvements and the funding will be identified.

Stormwater Maintenance

- The State will be assuming responsibility for the weir.
- Removal of trash and debris from the weir is scheduled for every two to three weeks.

B. 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 were marked for repair and approximately twelve slabs were identified for the work.
- A meeting will be scheduled with Pavement Maintenance, Inc. to solicit a quote and schedule the repairs.

C. Roadway Repaving

- Preferred Materials, Inc. is booked with County and State projects for 2026.
- Asphalt paving should be done during the dry season to avoid premature failure such as cracks, potholes and inferior bonding between the asphalt and the base.
- PMI will conduct on site measurements of the roadway including the striping required.
- PMI will submit a quote with project commencement slated for fiscal year 2027.

D. Entrance Sign

- Ownership of the monument sign on Forest Lakes Boulevard cannot be determined.
- The sign is located on Quail Run Golf Club land.
- A proposal will be requested from Lykins Signtek to design and install a substantial structure if the Committee expresses an interest in assuming the sign as an MSTU asset.

E. Collier Seawall & Dock, LLC

Mr. Felger reported that the proposal received from Collier Seawall & Dock, LLC, does not conform to County contractual standards.

F. Quotes – Ground Zero

This item was addressed under Item V.A – Ground Zero Landscaping.

G. Quail Run Golf Course Renovation

Mr. Burnham distributed documents and presented a Power Point for a Lake Renovation for the Quail Run Golf Course highlighting:

- The renovation would be staged in three phases as funds become available.

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- Phase I includes renovation of Lake numbers 13, 14, 15 and 16 and replacement of pump houses.
- Phase II and III would be undertaken two to three years and four to five years forward respectively.
- Lakes under consideration for enlargement were identified in the documents.
- Perimeter expansion and deepening would increase water retention capacity for the community.
- Plans developed by a licensed engineering firm are required for submission to the Southwest Florida Water Management District for approval.
- The Quail Run Golf Course Board of Directors has initiated funding for the feasibility study and Phase I.
- The project is subject to approval by the QRCG members and the Board and the Board notes that the Forest Lakes community will benefit from drainage improvements resulting from the renovation.
- Phases II and III will be undertaken if the MSTU partners with the Club to fund improvements.

Comments

The Committee will consider undertaking the project in partnership with the Golf Club upon approval from the Southwest Florida Water Management District and submission of plans for their review.

IX. COMMITTEE MEMBER COMMENTS

Ms. Thompson reported the County is installing a pump station at the County Club of Naples, a community bordering Forest Lakes - *Mr. Felger noted he will contact Stormwater Management to determine the feasibility of installing one in the vicinity of Lake #5.*

During discussion with the Committee, Mr. Felger noted he will contact Southwest Florida Water Management to discuss community drainage issues and potential solutions.

X. PUBLIC COMMENTS

Mr. Felger noted maintenance of the culverts underneath driveways is the responsibility of the homeowner and may not be modified without permission from the County.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:38 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 .

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

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NEXT MEETING:

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