

FOREST LAKES

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

MINUTES

MARCH 3, 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 was present.

II. ATTENDANCE

Advisory Committee

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

Staff

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

Contractors

Aaron Gross - Ground Zero Landscaping
Nick Ciccio – Jacobs Engineering, Civil Professional Engineer
Nathan Lensford – Jacobs Engineering, Civil Professional Engineer
Wendy Warren - Premier Staffing, Transcription

Public

Barbara Bell - Resident
Doug Burnham – QRG, General Manager
Deborah Hestrup - Resident
Rick Korb – Resident, QRG Member
Vinnie Marcotte – Resident, QRG Member
Stacie Young - Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the March 3, 2026, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee. Second by Ms. Fanning. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES –February 3, 2026

Vice Chair Thomson moved to approve the minutes of the February 3, 2026, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting subject to the following changes:

- *Page 2, Item V-A Contractor Reports, Motion, from “Vice Chair Thomson motioned to approved Ground Zero Landscaping’s Estimate No. E739, dated December 8, 2025,) ...,” to Vice Chair Thomson motioned to approve Ground Zero Landscaping’s Estimate No. E739, dated December 8, 2025, ...).*
- *Page 6, Item VII-B Quail Run Golf Course Renovation, Bullet #2, from “Phase II and III would be undertake two to three years and four to five years forward respectively.) ...,” to Phase II and III would be undertaken two to three years and four to five years forward respectively ...).*

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

VI. PROJECT MANAGER'S REPORT (This Item moved forward)

C. Jacobs Engineering Inc.

Nick Ciccio and Nathan Lensford, Professional Civil Engineers, Jacobs Engineering Group, submitted a PowerPoint presentation for the Quail Run Golf Club, Lake #15, retaining wall replacement.

- Their proposal, dated November 1, 2025, in the amount of \$43,996.00, provides professional engineering services for the “Quail Run Golf Club Lake 15 Wall Replacement Design, and Construction Monitoring.” Topographic Survey Services in the amount of \$3,500.00 are included.
- They noted that they had provided engineering services for the riprap restoration of the Lake #9 retaining wall undertaken in 2022.

Solutions Proposed

1. Replace the existing bulkhead with riprap and stabilize the area.
 - This method will have minimum impact with an estimated construction time of four to five weeks.
 - The tee box will remain in the same location but be reduced by three to four feet.
 - The seamless look will be more cost effective and require less maintenance.
2. Replace the existing bulkhead with an “in kind” bulkhead.
 - This cost of this method is significantly greater than option #1 and construction time is longer.

The Committee discussed construction options with some members expressing a preference for the riprap alternative.

Doug Burnham, QRGC General Manager, will review the proposed solutions and report his recommendations to the Committee at the April meeting.

The Committee will consider a recommendation for the wall replacement pending Mr. Burnham's presentation, noting safeguarding community assets and cost are important factors.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- Seasonal annuals will be planted at the front entrance.

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 March 3, 2026, prepared February 25, 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.

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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, \$173,816 is committed to existing Purchase Orders and \$75,714 is expended, leaving the remainder of \$100,955 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$109,200 budgeted, \$20,892 has been transferred, and a balance of \$88,307 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, \$173,816 remains committed to existing Purchase Orders and \$96,607 is expended leaving \$4,197,101 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.

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- The Committee discussed the Millage Rate for Fiscal Year 2027 with consideration for current and future expenses and opted for a Millage Neutral policy.

Mr. Bernal motioned to maintain the current millage rate of 2.5000 mills per \$1,000.00 of assessed value for Fiscal Year 2027. Second by Vice Chair Thomson. Carried unanimously 4 – 0.

B. Committee Terms

Mr. Felger reported two advisory seat terms expire in April 2026.

Gregory Pollock and Marianne Fanning are eligible for reappointment to the Advisory Committee for a four-year term.

Marianne Fanning stated she will not be seeking reappointment to the Advisory Committee.

Recommendation for Gregory Pollock

Vice Chair Thomson moved to recommend the Board of County Commissioners reappoint Gregory Pollock to the Forest Lakes Roadway and Drainage M.S.T.U. Advisory Committee. Second by Mr. Bernal. Carried unanimously 4 – 0.

The applicant recommended will be considered for appointment to the Advisory Committee by the Board of County Commissioners.

C. Jacobs Engineering Group Inc.

This Item was presented after Approval of the Minutes.

VII. ONGOING BUSINESS

Mr. Felger reported:

A. Sidewalk Light Poles

- Simmonds Electrical submitted quote No. 2617200 to remove light pole #1 from the Pine Ridge Road entrance and relocate it to pole #33's existing concrete foundation.
- Efforts are being made to procure the same style, warm white brightness, lamp(s).
- Pole #1's electric cables will be confirmed safe and existing wiring removed.

B. Lake #15 Wall Maintenance

- The Committee will consider undertaking the project upon review of options presented by Jacobs Engineering.

C. West Community Entrance

Ground Zero has completed the installation of the Clusia hedge at the front entrance which improves the aesthetics of the area.

VIII. NEW BUSINESS

Mr. Felger reported:

A. Entrance Sign Options

Lykins Signtek Inc. submitted quote No. 101426, dated February 11, 2026, in the amount of \$20,385.00 to design, construct and install a Directional Monument Wall for Forest Lakes.

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During Committee discussion, the benefits of a sign were considered. Removal of the current sign and landscaping the area was deemed an appropriate solution. Landscaping will camouflage the golf cart area.

Vice Chair Thomson motioned to remove the current Quail Run Directional Sign and approve an expenditure not-to-exceed five thousand dollars (\$5,000.00) to landscape the area. Second by Mr. Bernal. Carried unanimously 4 – 0.

B. Entrance Sign Refurbishment

Ground Zero Landscape's Quote, No. E750, dated March 1, 2026, in the amount of \$6,049.00 to restore the Quail Run Directional Sign, was not considered. As noted under Item VIII. A., the Committee agreed to eliminate the sign.

C. Lake Doctors

Lake #14

- Lake Doctors reported that the motor pump on one fountain needed repair and a complete rebuilding of the pump on the second fountain was necessary. The Quote is presented in Section D. Quotes.

D. Quotes

Simmonds Electrical of Naples, Inc.

1. Simmonds Electrical presented quote No. 2517161, dated February 13, 2026, in the amount of \$20,835.26 to replace landscape flood light fixtures on Community entrance islands one and two.

Mr. Bernal motioned to approve Simmonds Electrical of Naples, Inc.'s quote No. 2517161, dated February 13, 2026, in the amount of \$20,835.26 to replace landscape flood light fixtures on the islands at the Community entrance. Second by Vice Chair Thomson. Carried unanimously 4 – 0.

2. Simmonds Electrical presented quote No. 2617200, dated February 16, 2026, in the amount of \$2,774.25 to remove light pole # 1 from the Pine Ridge Road entrance and relocate it to pole #33's existing concrete foundation.

Vice Chair Thomson motioned to approve Simmonds Electrical of Naples, Inc.'s quote No. 2617200, dated February 16, 2026, in the amount of \$2,774.25 to remove light pole # 1 from the Pine Ridge Road entrance and relocate it to pole #33's existing concrete foundation. Second by Ms. Fanning. Carried unanimously 4 – 0.

The Lake Doctors

The Lake Doctors, Inc. submitted a quote dated March 2, 2026, in the amount of \$3,728.26, for repairs to two fountains on Lake 14 as follows:

- West fountain: supply and install a new motor and fountain cable.
- East fountain: complete rebuilding of the fountain, including a twenty uF capacitor and top externals with impeller.

Ms. Fanning motioned to approve The Lake Doctors, Inc.'s proposal dated March 2, 2026, in the amount of \$3,728.26, for repairs to the two fountains on Lake 14. Second by Mr. Bernal. Carried unanimously 4 – 0.

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IX. COMMITTEE MEMBER COMMENTS

None

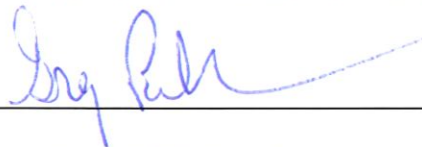
X. PUBLIC COMMENTS

Mr. Burnham withdrew Quail Run Golf Club's (QRGC) proposal for club Staff's installation of rip rap material on the lakes in order to consult a professional engineer for directions on how to correctly place the material.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 10:54 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE



Greg Pollock, Chair

The Minutes were approved by the Committee on April 7, 2026 as presented , or as amended .

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

NEXT MEETING:

**APRIL 7, 2026 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497**