

FOREST LAKES

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

MINUTES

APRIL 7, 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 Analyst

Contractors

Aaron Gross - Ground Zero Landscaping

Bryan W. Russell – Collier Seawall & Dock

Wendy Warren - Premier Staffing, Transcription

Public

Barbara Bell - Resident

Doug Burnham – QRG, General Manager

Deborah Hestrup - Resident

Tom Kinnery - QRG, Resident

Rick Korb – QRG, Resident

Stacie Young - Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the April 7, 2026, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee as amended:

Add: Item VIII, New Business – Election of Officers.

Move: Item VIII-D, New Business – Quail Run Golf Course Presentation to be heard after Item V, Contractor's Reports.

Second by Mr. Bernal. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – March 3, 2026

Vice Chair Thomson moved to approve the minutes of the March 3, 2026, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting as presented. Second by Mr. Bernal. Carried unanimously 4 - 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is in good condition.

Quail Run Entry Sign

- The Quail Run entrance sign was removed. Estimate No. 753, dated March 9, 2026, in the amount of \$1,304.00, was submitted for the record.
- An irrigation line break occurred during removal of the sign bases. An emergency repair to the main irrigation line and seven laterals to valves at the sign area were undertaken. Estimate No. 752, dated March 9, 2026, in the amount of \$1,212.00, was submitted for the record.
- The Committee approved an amount not-to-exceed \$5,000.00 for landscaping of the sign area at the March 3, 2026, meeting.

VIII. NEW BUSINESS (Moved Forward)

D. Quail Run Golf Course Presentation

Bryon Russell, Collier Seawall & Dock, LLC, presented a proposal to replace the existing bulkhead on Lake #15. A document was distributed to familiarize the Committee with the company. He noted:

- A sample of the wall material was available for review.
- The section of the collapsed wall would be removed.
- Stakes would be driven in with an excavator mounted vibrating plate hammer in front of the existing wall and beyond the area to be removed.
- Wall penetration would be fifty percent or more below ground to ensure stability.
- A structural steel reinforced concrete cap would be poured over the wall and epoxy coated tie backs, protected with a pvc sleeve, installed underground.
- The area would be backfilled upon completion of the installation.
- The product has a fifty-year warranty.
- The project will take about three weeks to complete.

Mr. Burnham reported that the Golf Club endorses the proposed renovation, noting minimal footage loss to the Tee Box.

Mr. Felger requested:

- Bids will seek a licensed engineer to design and provide specifications for the wall installation utilizing the product proposed by Collier Dock & Seawall.
- Upon Committee approval of the project, a Scope of Work will be developed, and the project will go out to bid to qualified contractors.
- Collier Dock & Seawall will provide required documentation to confirm the company is an approved contractor with Collier County. A list of projects completed for the County will be provided.
- Construction permits are the responsibility of the contractor.

Mr. Bernal motioned to approve a bid package to be distributed to engineering firms on contract with the County to design a wall replacement for Lake No. 15. Second by Vice Chair Thomson. 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).

MINUTES

Forest Lakes MSTU Fund 1626 Budget for April 7, 2026, prepared April 2, 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. Preferred Materials, Inc. – Roadway paving.
9. Premier Staffing Source, Inc. – transcription services.
10. Service Contracting Solutions – pressure washing.
11. Simmonds Electrical of Naples, Inc. – lighting & general electrical services.
12. SiteOne Landscape Supply – irrigation parts and pumps.
13. TIGRIS Aquatic Services, LLC – Lake’s maintenance, aquatic vegetation control.
14. 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 total 3,617,825.
3. Line 3, Revenue Total – Of the \$4,467,525 (Millage Assessed and FY-25 Carry Forward), \$815,046 in tax revenue has been credited and \$34,653 remains for collection.
4. Line 23, Operating Expense – Of the \$349,225 budgeted, \$168,530 is committed to existing Purchase Orders and \$121,835 is expended, leaving the remainder of \$58,858 available within budget for additional operating expenses as needed.
5. Line 28, County Overhead – Of the \$109,200 budgeted, \$96,399 has been transferred, and a balance of \$12,820 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, \$168,530 remains committed to existing Purchase Orders and \$218,215 is expended leaving \$4,080,778 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 budget process for Fiscal Year 2027 will commence in April, 2026.
- 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. Committee Terms

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

Recommendation for Gregory Pollock

The Committee noted they recommended the Board of County Commissioners reappoint Gregory Pollock to the Advisory Committee for a four-year term during their March 2026 meeting. The application will be considered by the Board at their April meeting.

Advisory Committee Open Seat

Mr. Felger reported one remaining seat is available on the Forest Lakes Roadway and Drainage MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the position. Appointment for a four-year term is subject to approval by the BCC.

Interested parties for membership on the Advisory Committee can submit Online Applications at <https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application>.

VII. ONGOING BUSINESS

Mr. Felger reported:

A. Lake #15 Wall Replacement

The proposal from Jacobs Engineering is “on hold” pending consideration of an alternative vendor.

VIII. NEW BUSINESS

Mr. Felger reported in accordance with the Ordinance Bylaws, the Advisory Committee must elect a Chairperson and Vice Chairperson from among its members annually.

Election of Officers 2026 - 2027

i. Nominations for Chair

Vice Chair Thomson nominated Gregory Pollock for the position of Chair of the Forest Lakes Roadway and Drainage M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Ms. Fanning. Carried unanimously 4 – 0.

Nominations were closed and no others were tendered. Mr. Pollock retained the Chair.

ii. Nominations for Vice Chair

Ms. Fanning nominated Kathy Thomson for the position of Vice Chair of the Forest Lakes Roadway and Drainage M.S.T.U. Advisory Committee for one year, or until a successor is appointed. Second by Mr. Bernal. Carried unanimously 4 – 0.

Nominations were closed and no others were tendered. Ms. Thomson retained her position as Vice Chair of the Committee.

A. Lake Doctors

Lake #14

- Lake Doctors reported the motor pump on the east fountain is not performing to full capacity.
- A Service Order dated March 27, 2026, in the amount of \$2,222.00, to replace the motor was submitted and the labor for the task is gratis.

Vice Chair Thomson motioned to approve The Lake Doctors, Inc. Service Order in the amount of \$2,222.00 to replace the motor on the east fountain pump in Lake #14. Second by Ms. Fanning. Carried unanimously 4 – 0.

B. Entryway Lighting

Simmonds Electrical of Naples, Inc.

- A Purchase Order has been issued to Simmonds Electrical to replace landscape flood light fixtures on Community entrance islands one and two.
- An installation date will be scheduled on receipt of the parts.

C. Roadway Paving

Preferred Materials, Inc. submitted Estimate No. CC212860-058, dated March 31, 2026, in the amount of \$420,306.43, in accordance with Collier County's Contract #24-8259, for milling/paving/ and pavement markings for one mile of Forest Lakes roadways and all sixteen cul-de-sacs. The project is anticipated to commence in April 2026. The work is guaranteed for one year.

Mr. Bernal motioned to approve Preferred Materials, Inc. Quote No. CC212860-058, dated March 31, 2026, in the amount of \$420,306.43, in accordance with Collier County's Contract #24-8259, for milling/paving/ and pavement markings for one mile of Forest Lakes roadways and all sixteen cul-de-sacs. Second by Vice Chair Thomson. Carried unanimously 4 – 0.

D. Quail Run Golf Course Presentation

This item was heard after Item V. - Contractor's Reports.

E. Plaque Dedication

Mr. Felger presented a commemorative plaque on behalf of The Board of County Commissioners and the MSTU to Marianne Fanning in recognition of the significant contribution she made to the Forest Lakes Roadway and Drainage Advisory Committee from April 2014 to April 2026.

F. Quotes

The quotes for The Lake Doctors, Inc. and Preferred Materials, Inc. were presented and motioned under VIII. A and C.

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

Quail Run Golf Course

Mr. Burnham reported:

- A professional engineer advised the club that the size of the riprap material previously placed on the Quail Run Golf Club's (QRGC) lakes is too small. Material specifications will be determined for future applications.
- Johnson Engineering, LLC is performing a boundary and topographic survey of the golf course.

Lake 15 Fountains

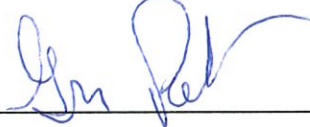
Mr. Felger reported:

- The east fountain's nozzle will be evaluated to determine if it can be adjusted to produce a higher waterspout.
- Relocation of the east fountain from the "bowtie" to the widest (deepest) part of the lake will be taken under advisement.
- The west fountain has a new pump and motor, and the lights will be inspected to confirm they are functioning as intended.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 10:31 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE



Greg Pollock, Chair

The Minutes were approved by the Committee on May 5, 2026 as presented ✓, or as amended ____.

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

NEXT MEETING:

MAY 5, 2026 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497