

MINUTES

FOREST LAKES

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

MINUTES

MAY 5, 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 Jerry Norsic Open Seat
Staff	Ellen Sheffey – Director, PTNE (Interim – Excused) Jeffrey Felger – Project Manager
Contractors	Rosio Garcia – Operations Analyst (Virtual) Aaron Gross - Ground Zero Landscaping
Public	Wendy Warren - Premier Staffing, Transcription Barbara Bell - Resident Doug Burnham – QRGCC, General Manager Deborah Hestrup - Resident Rick Korb – QRGCC, Resident Stacie Young - Resident

III. APPROVAL OF AGENDA

Mr. Bernal moved to approve the May 5, 2026, Agenda of the Forest Lakes Roadway and Drainage MSTU Advisory Committee. Second by Vice Chair Thomson. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – April 7, 2026

Vice Chair Thomson moved to approve the minutes of the April 7, 2026, Forest Lakes Roadway and Drainage MSTU Advisory Committee meeting as presented. Second by Mr. Norsic. Carried unanimously 4 - 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

Mr. Gross reported:

- Landscaping is in good condition.

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).

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Forest Lakes MSTU Fund 1626 Budget for May 5, 2026, prepared April 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. 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), \$861,759 in tax revenue has been credited and \$12,058 remains for collection.
4. Line 23, Operating Expense – Of the \$349,225 budgeted, \$148,362 is committed to existing Purchase Orders and \$142,003 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, \$97,013 has been transferred, and a balance of \$12,186 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, \$148,362 remains committed to existing Purchase Orders and \$239,016 is expended leaving \$4,080,145 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.

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Mr. Felger noted:

- The budget process for Fiscal Year 2027 will commence in April, 2026.
- Funds will be transferred from Reserves for Capital to Other Contractual (634999) to fund the roadway paving and Lake #15 wall replacement projects.
- 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. Open Committee 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 Doctors

Lake #9

- Lake Doctors took the Lake #9 pump, still under warranty, to their facility for diagnosis.
- The fountains on Lake #14 are functioning as intended.

VIII. NEW BUSINESS

A. Forest Lakes Drive Roadway Improvement

Mr. Bernal presented a PowerPoint petitioning the MSTU for improvements to Forest Lakes Drive as defined in a motion by the Board of Directors of the Forest Lakes Condominium Association.

PROJECT GOALS

- Improve the Useful Life of the Roadway Surface.
- Improve the Storm Water Drainage along the Roadway.
- Improve Roadway Safety.

RECOMMENDATIONS

Install Roadside Valley Gutters

1. Locations
 - From the Intersection of Forest Lakes Drive & Forest Lakes Boulevard.
 - Both sides of the main artery of Forest Lakes Drive.
 - Terminating at the turn-around between 1052 and 1053 Forest Lakes Drive.
2. Valley Gutters Benefits
 - Stabilizes and reinforces Edge of Pavement (EOP).
 - Directs storm water runoff to existing drainage infrastructure.
 - Provides dependable platform of EOP traffic marking.
3. Improve the Roadway's Useful Life
 - Defines EOP traffic marking.
 - Reinforces the pavement border.
 - Prevent turf migration.
 - Inhibits pavement surface drift.

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4. Improve the Water Drainage along the Roadway

- Minimizes puddling
- Integrates with existing stormwater systems

The Forest Lakes Condominium Association pledges to grant necessary easements and relocate or eliminate any assets required to facilitate installation.

Discussion ensued:

- An engineering study is required to determine the feasibility of the project.
- Driveway intersections must be addressed.
- Gutter installation should be considered on both sides of the street.
- Impact of gutter installation on the swale system must be evaluated.
- An Opinion of Cost should be sought.
- A public meeting may be held to gather feedback.

Mr. Bernal motioned the Committee recommend the MSTU initiate a Request for Proposal for engineering and project management services including roadway design, environmental impact assessment, and construction costs for improvements to Forest Lakes Drive. Second by Mr. Norsic. Carried unanimously 4 – 0.

B. Roadway Paving

Mr. Felger reported that Preferred Materials, Inc. is unable to undertake Phase I of the Forest Lakes MSTU roadway paving project prior to the 2026 rainy season. He noted the proposed schedule for fiscal year 2026 – 2027 in accordance with a distributed Google Maps document: Phase I

- Woodshire Lane - 5273 feet of paving and associated cul-de-sacs up to Eucalyptus.

Phase II

- Forest Lakes Drive - paving and valley gutters from the corner of the Community entrance to the roundabout and two connected finger streets. Paving is 3198.43ft and Valley Gutter from the corner of entry to roundabout and two connected finger streets is 6,396.86 feet.

Phase III

- Forest Lakes Blvd. - Paving 2423.18ft and repairing any broken or cracked Valley Gutters.

C. Pole No. 1 Replacement

Mr. Felger reported:

- A vehicle hit a light pole on Forest Lakes Boulevard.
- Simmonds Electrical of Naples, Inc. submitted Quote #2617219, dated April 10, 2026, in the amount of \$12,060.62, to furnish and install a Sternberg light pole (Pole No.1), utilizing the existing concrete pole foundation and existing electrical feeders.
- An accident report was obtained from the Sheriff's Office and an insurance claim filed with the County Risk Management Division. A \$500.00 deductible may apply.

Vice Chair Thomson motioned to approve Simmonds Electrical of Naples, Inc. Quote No. 2617219, dated April 10, 2026, in the amount of \$12,060.62, to furnish and install a Sternberg light pole (Pole No.1), utilizing the existing concrete pole foundation and existing electrical feeders. Second by Mr. Bernal. Carried unanimously 4 – 0.

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D. Engineering Request

Mr. Felger reported:

- RDA Consulting Engineers, LLC has been selected to design and provide specifications for construction of a retaining wall utilizing vinyl sheet piling, galvanized helical tieback rods, and a concrete cap for replacement of the Lake #15 retainer wall.
- A field meeting will be scheduled to review the project.

E. Collier Sea Wall & Dock, LLC.

Mr. Felger reported:

- The Procurement Division approved Collier Sea Wall & Dock as a qualified contractor, enabling the firm to bid on construction and restoration of the Lake #15 wall replacement project.
- RDA Engineers, a County verified licensed engineer, has been selected to create plans for the proposed project.
- Upon Committee approval of the project, a Scope of Work will be developed, and the project will go out to bid to multiple contractors.
- Collier Sea Wall & Dock, if awarded the contract, will be available to undertake the project in 2027.

Mr. Burnham, General Manager Quail Run Golf Club (QRGC), will be invited to attend on site meetings pertaining to the Lake #15 wall renovation project.

IX. COMMITTEE MEMBER COMMENTS

None

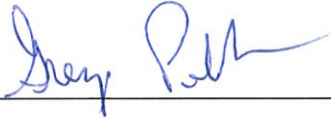
X. PUBLIC COMMENTS

- Concern was expressed regarding the boundary and topographic golf course survey being undertaken by the QRGC and potential easements impacting Homeowner Association property.
- Associations may consult legal counsel regarding the easement.

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 10:35 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE



Greg Pollock, Chair

The Minutes were approved by the Committee on Jun 2, 2026 as presented ✓, or as amended ____.

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

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NEXT MEETING:

JUNE 2, 2026 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105