

**MINUTES OF MEETING
FOREST LAKE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Forest Lake Community Development District was held Thursday, **February 20, 2025** at 6:30 p.m. at the Forest Lake Amenity Center, 1595 Aspen Avenue, Davenport, Florida.

Present and constituting a quorum:

Frank Rivera	Chairman
Randi Ribarich	Vice Chairperson
Jose Cortez	Assistant Secretary
Jose Montalvo	Assistant Secretary
Travis Lemeur	Assistant Secretary

Also present were:

Sharon Gastelbondo	District Manager, NPG CAM SVS
Christopher Lopez	District Manager, NPG CAM SVS
John Paul Toth	Field Manager, NPG CAM SVS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lopez called the meeting to order at 6:30 p.m. and called the roll. All five Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Lopez opened the public comment period on agenda items. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes December 19, 2024 & January 16, 2025 B O D Meeting

Mr. Lopez stated that the minutes of December 19, 2024 and the minutes of January 16, 2025 are presented for approval.

On MOTION by Mr. Rivera, seconded by Ms. Ribarich with all in FAVOR, the minutes were approved.

FOURTH ORDER OF BUSINESS

Ratification of fence repair approval

Mr. Lopez noted next is the ratification of the approval for the fence repairs to commence. The board reviewed the four proposals and verified the approval of the fence repairs and the cost of \$4,900.00 for the repair to commence.

On MOTION by Mr. Rivera, seconded by Ms. Ribarich with all in Favor, the roof repair was approved.

FIFTH ORDER OF BUSINESS

Ratification of roof repair approval.

Mr. Lopez noted next is the ratification of the approval for the roof repair to commence. The board reviewed the three proposals and verified the approval of \$800.0 for the roof repair to commence.

On MOTION by Mr. Cortez, seconded by Ms. Ribarich with all in Favor, the roof repair was approved.

SIXTH ORDER OF BUSINESS

Consideration of resident request for election signage on CDD property

Mr. Lopez stated this request was from Scott Woodlee, a resident of the Forest Lake community. Mr. Woodlee is running for the City of Davenport Commission Seat 3. He would like to place his election signs on the entrances of the Forest Lake Community.

On MOTION by Mr. Rivera, seconded by Mr. Montalvo, with Mr. Cortez & Ms. Ribarich approving, the motion passed 4-1.

SEVENTH ORDER OF BUSINESS

Board Discussion – Mole Issue

Mr. Lopez stated the district has received several complaints from the residents concerning the mole issues. As can be seen, there are several mole hills in the community and a request has been made to have them removed. The board discussed the issue, a proposal was shared of a cost estimate of \$21,000 for the treatment of a mole infestation. The board states that this will continue due to the several construction projects within the area and they will wait until the projects have been completed.

This topic was tabled for a later review.

EIGHTH ORDER OF BUSINESS

Board Discussion – Tow Policy and Parking Issues

Mr. Lopez noted that the district policy was on the website and is clear concerning the commercial parking issue. The steps to change the policy were reviewed and the possible cost to have an extra meeting to change a small issue would not be advised. The board discussed and expressed the frustration of some residents parking on the grass between the sidewalk and the street. This is a violation of parking on district property not purposed for parking and can be towed. The issue was also stated that the current tow service doesn't respond to these issues. The Supervisors were told that the district calls the tow company, not individual residents. After several minutes of discussion, the supervisors were told that a second service can be used for more coverage and to handle bigger vehicles.

The topic was closed and further review will be conducted.

NINTH ORDER OF BUSINESS

Board Discussion – Need for more garbage cans

Mr. Lopez noted that residents have complained that the area was littered with trash in the Amenity Center during the weekend and at the mailboxes. After resident input and the board discussion, the board decided NOT to furnish more trash cans.

On MOTION by Mr. Cortez, seconded by Ms. Ribarich with all in Favor, the request was denied.

TENTH ORDER OF BUSINESS

Board Discussion – Removal of crepe myrtle trees

Mr. Lopez asked for clarification of the area in which the trees were to be removed. After a long discussion of the area described the upcoming spring updates and the future projects that may occur, the issue was tabled.

On MOTION by Ms. Ribarich, second by Mr. Rivera with all in favor, the issue was tabled.

ELEVENTH ORDER OF BUSINESS

Board discussion- Street cleaning

Mr. Lopez asked what type of street cleaning is requested. The issue is oil stains and rubber markings. The board discussed remedies and the ordering of a service at least once a year. The District will look into this and come back with a cost estimate

TWELTH ORDER OF BUSINESS

Board discussion- Need for a large bulletin board

Mr. Lopez asked for clarification on the “need” for a large bulleting board. Upon the board discussion, the need is primarily for HOA use. The supervisors were advised that they can approve the placing of a bulleting board on district property, the HOA would be responsible for the cost, upkeep and maintenance of the bulletin board. The board states that the bulleting board can be a 6’ X 6’ bulletin board near the mailbox area.

On MOTION by Ms. Ribarich, second by Mr. Rivera with all in favor, the issue was approved.

THIRTEENTH ORDER OF BUSINESS

Board discussion- Playground Lease issue

Mr. Lopez presented the overall cost of the playground lease with the interest costs factored in. The option to purchase now to save over thirty thousand dollars in costs was shown to the supervisors.

On MOTION by Mr. Rivera, second by Mr. Cortez with all in favor, the issue to pay out the lease and purchase the equipment was approved.

FOURTEENTH ORDER OF BUSINESS

Board discussion- Spring projects

Mr. Lopez recommended tabling this as it was already discussed in a prior topic. (tenth order of business)

On MOTION by Mr. Rivera, second by Mr. Cortez with all in favor, the issue was tabled.

FIFTEENTH ORDER OF BUSINESS Board discussion- Parking on grass

Mr. Lopez recommended tabling this as it was already discussed in a prior topic. (eighth order of business)

On MOTION by Mr. Rivera, second by Mr. Cortez with all in favor, the issue was tabled.

SIXTEENTH ORDER OF BUSINESS Board discussion- Installation of gates

Mr. Lopez introduced this topic as a community discussion prior to the board starting their discussion. There were ten residents in attendance and all ten was in favor of the installation of gates to secure the area. The board then discussed the costs, time frame and maintenance of the gates. The summary of the discussions is that the board wants to move forward and start getting bids to review the costs of the project.

On MOTION by Mr. Rivera, second by Mr. Montalvo with all in favor, the issue was moved forward, and the district will start to get proposals for the project.

SEVENTEENTH ORDER OF BUSINESS Supervisors Requests- No private rentals

Mr. Lopez asked what this issue was specifically concerning. Supervisor Rivera stated that the Amenity Center should not be rented, reserved or accessed by any type of private entity or programs. The supervisors discussed the issue, and all were in agreement that the Amenity Center was for the District use when needed and for the regular use of the residents on a first come first serve basis. The residents use should not be interfered with, they pay for the maintenance and care of the Amenity Center and shouldn't be interfered with.

On MOTION by Mr. Lemuer, second by Mr. Cortez with all in favor, the issue of no rentals, leases or private access was Motioned and Approved.

EIGHTEENTH ORDER OF BUSINESS Supervisors Requests- Logo for the CDD

Mr. Lopez asked for the logo to be reviewed by all the supervisors. The logo will be presented at the next meeting for approval. It will be used for signs, banners, shirts and letterhead.

On MOTION by Mr. Montalvo, second by Mr. Cortez with all in favor, the issue of the CDD Logo will be reviewed at the next meeting.

NINETEENTH ORDER OF BUSINESS Supervisors Requests- Use of Recordings

Mr. Lopez asked what this issue was concerning. Supervisor Lemuer stated that recordings in the past have been altered and placed on social media to distort the truth. Upon discussion, the supervisors agreed that this has occurred in the past and that the recording should only be used by the management to create the minutes. The recording shall be destroyed after the approval of the minutes.

On MOTION by Mr. Lemuer, second by Mr. Cortez with all in favor, the issue of the recording for management use to create the minutes only and destroyed upon the approval of the minutes was motioned and approved.

TWENTYTH ORDER OF BUSINESS STAFF REPORTS

- A. Attorney- no report to be given
- B. Engineer- No Engineer currently
Field Manager- Mr. Toth thanked everyone for attending and that all of his items have already been covered.
- C. District Managers report- Mr. Lopez updated the board about the status of the lack of information that the prior management company has given. The website issue during the week in which someone tried to eliminate the site. The ongoing issue with the transfer of the utilities due to the lack of cooperation of the prior management. The amenity center card issue situation is almost resolved and the district has control of the system now.
- D. The check register was reviewed and unanimously approved.

TWENTY FIRST ORDER OF BUSINESS

ADJUANCE COMMENTS

Mr. Lopez asked if there were in comments from the residents at this time. A few residents had thanked the board for hearing them during the discussions and that more residents should attend.

TWENTY SECOND ORDER OF BUSINESS

ADJOURNEMENT

**On MOTION by Mr. Rivera, second by Mr. Cortez with all in favor,
the meeting was adjourned.**

Secretary/Assistant Secretary

Chairman/Vice Chairman