

**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, **April 17, 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:

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
March 20, 2025 B O D Meeting**

Mr. Lopez stated that the minutes of March 20, 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 Pressure washing Approval

The Board of Supervisors had approved the cleaning and pressure washing of the Amenity Center in a prior meeting. The ratification of the agreement approved between meetings is presented with formal approval.

On MOTION by Mr. Rivera, seconded by Ms. Ribarich with all in Favor, the pressure washing project was approved.

FIFTH ORDER OF BUSINESS

Ratification of Solar Light Project

Mr. Lopez noted next is the ratification of the approval for the solar light project that has been completed.

On MOTION by Mr. Cortez, seconded by Mr. Montalco with all in Favor, the Solar Light project was approved.

Chairmen Rivera is now presiding over the district meeting

SIXTH ORDER OF BUSINESS

Retention pond safety issue

Mr. Lopez stated that there is a safety issue at the retention pond where the Aspen Ave sidewalk has a deep drop off to the bottom of the retention pond. The bottom of the retention pond has a cement tunnel and concrete debris. A person could fall and be injured if not careful. After a board discussion regarding a fence being placed, signs on a pole being used and the wording of the signs at the location are also being discussed. The supervisors motioned to table this issue and receive more options at the next meeting.

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

SEVENTH ORDER OF BUSINESS

Name Change of the CDD monuments

Mr. Rivera stated that the HOA board would like to have the name of the HOA changed and the monuments at the entry areas changed to match. After a board discussion of the costs and everything that must be changed, the board decided that the CDD monuments will not be changed.

No Motion entered. Topic was not motioned for a vote.

EIGHTH ORDER OF BUSINESS

Pavers repurposed for amenity center area

Mr. Rivera noted that the extra pavers in the closet are District property. It takes a motion and approval to repurpose the pavers on another project. After a discussion of the use and location for the extra pavers, the board decided that the pavers should be used at the front area of grass where the pool pump and closet door is. The District will take proposals for the completion of this project.

On MOTION by Mr. Rivera and seconded by Mr. Cortez, the commencement of proposals was unanimously APPROVED.

NINTH ORDER OF BUSINESS

Board Discussion – Landscaping proposals

Mr. Rivera noted that three landscaping proposals have been qualified for review. After hearing the proposals from the vendors present and a survey based on the proposals presented, a count of the points awarded was conducted. Mele Environmental received the most points from the supervisors. Mele Environmental will receive a notice of commencement and the current vendor will receive a termination notice.

On MOTION by Mr. Rivera, seconded by Ms. Ribarich with all in Favor, the proposal of Mele Environmental was accepted and APPROVED.
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TENTH ORDER OF BUSINESS

Board Discussion – Meeting location change

Mr. Lopez asked for clarification of the request for the change of venue for the District meeting. It was stated that due to conditions of being outside, an inside venue is requested. After a board Discussion and several residents being heard on this matter, the discussion was tabled for further review.

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

ELEVENTH ORDER OF BUSINESS

Parking in front of mailboxes

Mr. Rivera asked what this issue was addressing. A supervisor had requested this issue be discussed. The supervisor had stated that people should not park in front of the mailboxes to visit the amenity center. The area should be reserved for the picking up of the mail only. After a board discussion on the matter, the request was withdrawn.

TWELTH ORDER OF BUSINESS

Shade Cover missing

Mr. Rivera stated that a shade cover had not been turned over from the prior management company. Mr. Lopez stated that the shade cover that was reported missing is in the closet of the amenity center. The pavers are blocking its retrieval and once the tags are recovered another cover will be ordered.

THIRTEENTH ORDER OF BUSINESS

HOA Meeting usage

Mr. Rivera presented a request from the Forest Lake HOA to use the Amenity Center for an HOA meeting on May 1, 2025, at 7PM. The prior resolution states that the amenity center can be reserved for CDD Business and upon approval, HOA Meetings.

On MOTION by Mr. Rivera, second by Mr. Cortez with all in favor, the use of the amenity center for the HOA meeting was Approved.

FOURTEENTH ORDER OF BUSINESS

Board discussion- Installation of gates

Mr. Rivera states that proposals and the groundwork concerning the gate project have commenced. There are many issues to address, and an update will be presented as it occurs.

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

FIFTEENTH ORDER OF BUSINESS

STAFF REPORTS

A. Attorney- no report to be given

B. Engineer- No Engineer currently

Field Manager- Mr. Toth reviewed the Pressure washing plan and the status of the pressure washing schedule.

C. District Managers report- Mr. Lopez updated the board about the status of communication process and operations. All District Supervisors have completed the State of Florida Ethics class at NO COST to the District. The Security schedule has been updated. The Amenity center cards are being issued once the applications are verified. The website updates have occurred and all the utilities are now up to date.

D. The check register was reviewed and unanimously approved.

SIXTEENTH ORDER OF BUSINESS

AUDIANCE COMMENTS

Mr. Lopez asked if there were in comments from the residents at this time. A resident had stated that children do not read signs and that no trespassing signs will not work. A residents stated that the pool announcement from security was to harsh and that it scared the children.

TWENTY SECOND ORDER OF BUSINESS

ADJOURNEMENT

<p>On MOTION by Mr. Rivera, second by Ms. Ribarich with all in favor, the meeting was adjourned.</p>

Secretary/Assistant Secretary

Chairman/Vice Chairman