

Forest Lake Community Development District



ADVANCED MEETING PACKAGE

REGULAR MEETING

DATE / TIME:

Thursday, October 9, 2025
1:30 P.M.

LOCATION:

Davenport City Hall
1 S Allapaha Ave.
Davenport, FL 33837



Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval, or adoption.

**FOREST LAKE
COMMUNITY DEVELOPMENT DISTRICT**

**c/o Anchor Stone
255 Primera Boulevard, Suite 160
Lake Mary, FL 32746**



Board of Supervisors
Forest Lake Community Development District.

Dear Supervisors:

A Meeting of the Board of Supervisors of the Forest Lake Community Development District is scheduled for **Thursday, October 9, 2025, at 1:30 P.M.** at the **Davenport City Hall, 1 S Allapaha Ave., Davenport, FL 33837.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present any reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Patricia Thibault

Patricia Thibault
District Manager

CC: Attorney
Engineer
District Records



District: FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT
Date of Meeting: Thursday, October 9, 2025
Time: 1:30 P.M.
Location: Davenport City Hall
1 S Allapaha Ave.
Davenport, FL 33837

ZOOM: [LINK***](#)
MEETING ID: 834 3998 7247
PASSCODE: 616169
CALL IN: 1-305-224-1968
PHONE CONFERENCE ID: 8343 998 7247#
PHONE PASSCODE: 616169#
MUTE/UNMUTE: *6

AGENDA

For the full agenda packet, please contact ForestLake@AnchorstoneMgt.com

- I. **Call to Order / Roll Call**
- II. **Audience Comments – Agenda Items - (limited to 3 minutes per individual)**
- III. **Administrative Items**
 - A. Board of Supervisors Confirmation of Audit Committee Selection of Auditor
- IV. **District Counsel – Kutak Rock**
- V. **Vendor & Staff Updates**
 - A. Discussion of Erosion Matter on Sugarwood & Presentation of Stantec Analysis [EXHIBIT 1.1](#)
 - B. Consideration of Proposal: ADS - Erosion Repair Behind 1304 Sugarwood St - \$8,400 [EXHIBIT 1.2](#)
 - C. Discussion of Erosion Matter at Forest Lake & Chestnut [EXHIBIT 1.3](#)
 - D. Consideration of Proposal: Mele Environmental - Dirt work and Sod Install - \$1,225.00 [EXHIBIT 1.4](#)
 - E. Consideration of Proposal: Good Home Services – Relocate Green Bulletin Board to Pool Area - \$200 [EXHIBIT 2](#)
 - F. Consideration of Proposal for the Replacement of Fencing at Monument
 - ❖ Good Home Services - \$750 [EXHIBIT 3](#)
 - ❖ Danielle Fence - \$1,520 [EXHIBIT 4](#)

G. Consideration of Proposal for Pressure Washing of Monument Area due to Erosion Runoff: Good Home Services - \$200 [EXHIBIT 5](#)

H. Consideration of Cooper Pools Proposal for Top Mount Flow Meter: \$347.28 [EXHIBIT 6](#)

I. Discussion of Resolution 2025-15 – Prohibiting a Tree or Any Type of Bush to be Installed in Any Common Area [EXHIBIT 7.1](#)

❖ 1304 Sugarwood [EXHIBIT 7.2](#)

❖ 1636 Aspen Ave. [EXHIBIT 7.3](#)

❖ 2620 Magnolia Ave [EXHIBIT 7.4](#)

VI. District Manager – Request to Reach out to Horizons Elementary Regarding School Crossing

VII. Business Items

A. Consideration for Ratification:

1. Cooper Pools – Grids for Pool (49) - \$2,950 [EXHIBIT 8](#)

2. Presentation of Final Agreement with Cooper Pools [EXHIBIT 9](#)

B. Consideration for Approval: The Minutes of the Board of Supervisors Regular Meeting Held on September 11, 2025 [EXHIBIT 10](#)

C. Consideration for Acceptance – The Unaudited Financial Statements for the Time Period July 14, 2025 to August 30, 2025 [EXHIBIT 11](#)

D. Consideration of Proposal from Mele Environmental for Monument Entrance Enhancement - \$4,570.98 [EXHIBIT 12](#)

VIII. Audience Comments – New Business – *(limited to 3 minutes per individual)*

A. Resident Request for Extra Lighting and Benches and Bus Stop Areas

IX. Supervisors' Requests

X. Adjournment

EXHIBIT 1.1

[RETURN TO AGENDA](#)



FIELD OBSERVATION REPORT



Date: September 12th, 2025 Field Observation Report Number: 2025-1
Project Name: Forest Lake Pond Erosion Review
Project Number: 238200185
Stantec Representative (s): Braydon Woodcock

County / Consultant / Developer Representatives on Site:

Weather Conditions: Clear Partly Cloudy Heavy Clouds Fog
Rain: None Light Heavy Showers
Soil Conditions: Dry Wet Extremely Wet
Effects of Weather on Major Work Items None <50% affected >50% affected No Work

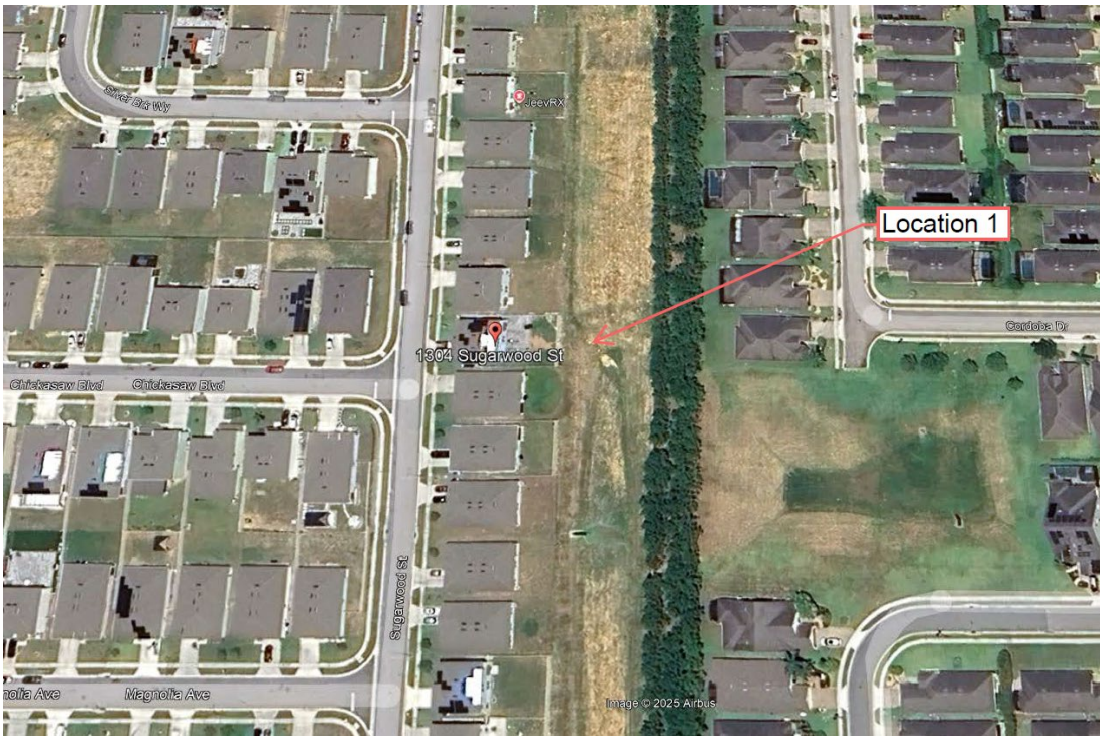
Description of Work Activity:

Location: (Street Names/MH#s, etc.) Forest Lakes Pond Erosion 1304 Sugarwood St.

General: Stantec staff reviewed report of erosion behind 1304 Sugarwood St. During our review we found that the erosion was caused by channelized water runoff from from houses to a swale which is directed to the pond. We recommend installing rip rap from the top of pond bank to the toe of slope. With a 10x10 rip rap section beyond the toe of slope to reduce velocity prior to discharging to the sandy soil pond bottom. Refer to the rip rap detail included at the end of this report for installation details.

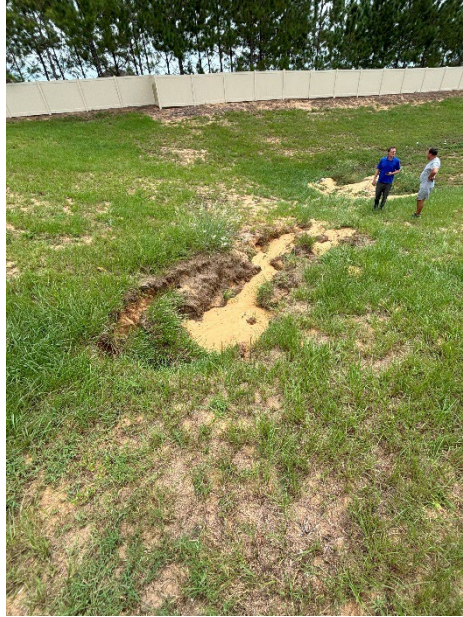
Report By: BTW

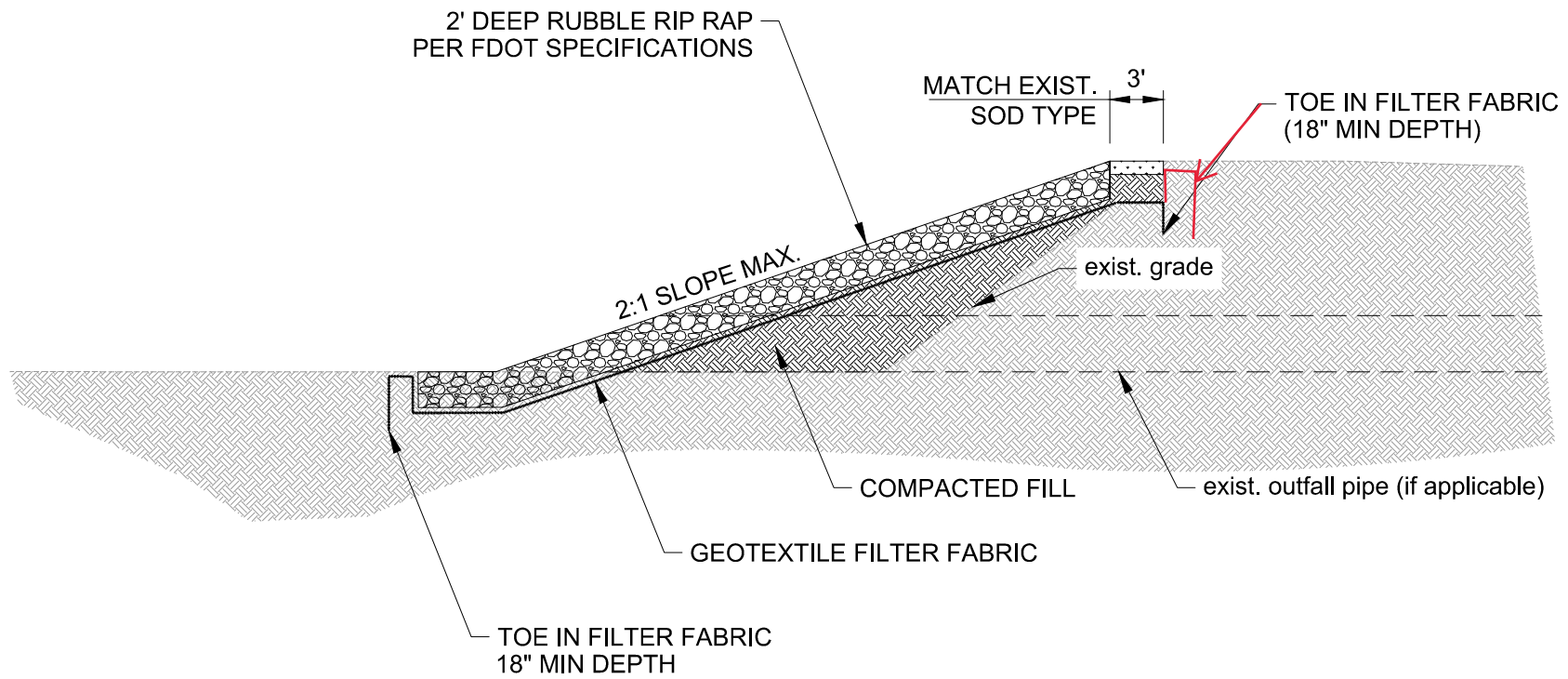
Location map:



FIELD OBSERVATION REPORT

Location 1: Erosion present along pond bank. Based on location and historical photographic imagery, erosion appears to have been caused by surface water runoff from between the houses to the swale channelizing water flow to the pond bank. Sod all disturbed areas.





RIP RAP RESTORATION DETAIL
N.T.S.

EXHIBIT 1.2

[RETURN TO AGENDA](#)



ESTIMATE

Advanced Drainage Solutions
P.O. Box 526
Land O Lakes, FL 34639

adsofflorida@gmail.com
+1 (813) 568-2891



Bill to
Forest Lake CDD

Ship to
Forest Lake CDD

Estimate details

Estimate no.: 1179
Estimate date: 10/01/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	Riprap will be installed from the top of the pond bank to the toe of the slope, using a 25x15-foot riprap section with Merify.	1	\$8,400.00	\$8,400.00
2.		Service at	Forest Lakes Pond 1304 Sugarwood St	1	\$0.00	\$0.00
					Total	\$8,400.00

Accepted date

Accepted by

EXHIBIT 1.3

[RETURN TO AGENDA](#)



FIELD OBSERVATION REPORT



Date: September 12th, 2025 Field Observation Report Number: 2025-2
Project Name: Forest Lake Forest Lake Blvd Erosion Review
Project Number: 238200185
Stantec Representative (s): Greg Woodcock

County / Consultant / Developer Representatives on Site:

Weather Conditions: Clear Partly Cloudy Heavy Clouds Fog
Rain: None Light Heavy Showers
Soil Conditions: Dry Wet Extremely Wet
Effects of Weather on Major Work Items None <50% affected >50% affected No Work

Description of Work Activity:

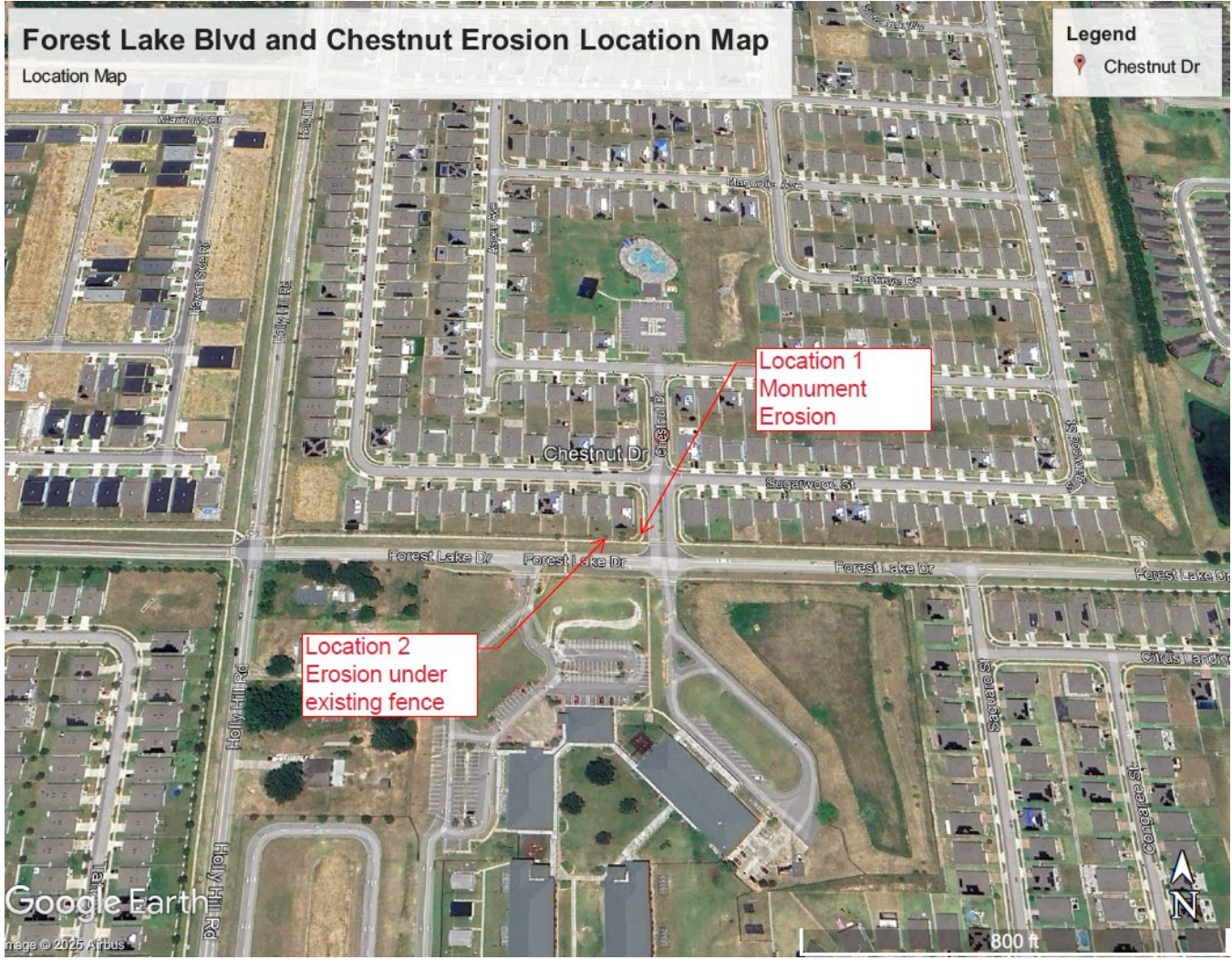
Location: (Street Names/MH#s, etc.) Forest Lake Blvd and

General: Stantec staff reviewed report of erosion located at the intersection of Forest Lake Blvd and Sugarwood St. We also reviewed erosion behind 1128 Sugarwood St. Below is a map showing location of the erosion and photos documenting the condition during our review and recommendation for repair.

Report By: BTW

FIELD OBSERVATION REPORT

Location map:



FIELD OBSERVATION REPORT

Location 1: Erosion present on back and side of monument. Lack of ground cover contributed to the erosion. Recommend obtaining a proposal from the onsite landscape vendor to recommend and install ground cover at this location to deter erosion. Refer to pre-erosion photo below.



Street view prior to erosion showing ground cover protecting sandy soils.



FIELD OBSERVATION REPORT

Location 2: Erosion is present on the roadside of the fence. Based on the photos below it does not appear that the resident has irrigation installed in the backyard. Recommend having the landscape vendor review the area and verify all irrigation is in good working order. Ground cover or would assist to deter erosion and we recommend having the landscape vendor review this area and provide recommendation for ground cover to assist with erosion. Sandy soils are prone to erosion.







EXHIBIT 1.4

[RETURN TO AGENDA](#)



Mele Environmental Services LLC
8911 pine grove dr
Lakeland, FL 33809 US
+18633275693
mele.environmental@gmail.com
http://www.lakelandlawnmaintenance.com



Estimate

ADDRESS

Forest Lake CDD
Davenport FL

ESTIMATE # 1144

DATE 10/02/2025

ACTIVITY	QTY	RATE	AMOUNT
Dirt work and Sod Install Entrance sign:	1	1,225.00	1,225.00
<p>Contractor propose to remove some of the sugar sand that's existing and fill it back in behind the sign with dirt (not sugar sand like what's there)use a hand packing plate to compact it and raise it up around the sign to cover the footer so it is not exposed as it is now and come back towards the existing grass by the wall to level it off. After that lay a black soil fabric over the dirt to hold it together then another small layer of dirt to Install sod back on top.</p> <p>Fence Area:</p> <p>Contractor propose have the area filled back in with dirt back into CDD flower bed and raise it up, cover it with fabric and reinstall mulch. Then on the residents property fill hole back in and use a hand packing plate to compact it and install grass on top from there side of the fence.</p>			
TOTAL			\$1,225.00

Accepted By

Accepted Date

EXHIBIT 2

[RETURN TO AGENDA](#)



ESTIMATE



Prepared For

Forest Lake CDD
1595 Aspen Ave
Davenport, FL 33837

Good Home Services LLC

2674 Dixie Lane
Kissimmee , FL 34744
Phone: (407) 989-8043
Email: Goodhomeservicesllc@gmail.com

Estimate # 388
Date 09/23/2025

Description	Total
Remove bulletin board and reposition This is to remove the green post bulletin board and move near the pool equipment	\$200.00
Subtotal	\$200.00
Total	\$200.00

By signing this document, the customer agrees to the services and conditions outlined in this document. It is to be noted that repairs that require texturing may not exactly match the texture pattern that is currently present. Matching texture patterns can be very difficult, Good Home Services will do its best to match these patterns. We at Good Home Services LLC have the your best interests in mind while performing work and strive make our clients happy.

Forest Lake CDD

EXHIBIT 3

[RETURN TO AGENDA](#)



ESTIMATE



Good Home Services LLC

2674 Dixie Lane
Kissimmee , FL 34744
Phone: (407) 989-8043
Email: Goodhomeservicesllc@gmail.com

Prepared For

Forest Lake CDD
1595 Aspen Ave
Davenport, FL 33837

Estimate # 390
Date 09/24/2025

Description	Total
Replace 8ft of Vinyl fencing at corner of monument sign	\$750.00
Replace damaged vinyl fence extending from lot line to monument sign.	
Subtotal	\$750.00
Total	\$750.00

By signing this document, the customer agrees to the services and conditions outlined in this document. It is to be noted that repairs that require texturing may not exactly match the texture pattern that is currently present. Matching texture patterns can be very difficult, Good Home Services will do its best to match these patterns. We at Good Home Services LLC have the your best interests in mind while performing work and strive make our clients happy.

Forest Lake CDD

EXHIBIT 4

[RETURN TO AGENDA](#)





sales@daniellefence.net

Location & Mailing Address: 4855 S.R. 60 W Mulberry, FL 33860

Phone: 863.425.3182 • 813.681.6181

www.DanielleFence.com



Sales Rep: Thom Simon	Estimate #: 1811	Date: 9/22/2025
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Name: Forest Lake Community Development	
Jobsite Address: Behind 1084 Sugarwood St, Corner of Holly Hill Rd & Forest Lake Dr	
City, State, Zip: Orlando, FL 32817	
Billing Address (City, State, Zip): 12051 Corporate Blvd, Orlando, FL 32817	
Primary Email: Patricia@AnchorstoneMgt.com	Secondary Email:
Primary Phone: 407-221-9153	Work Phone:
Mobile Phone:	Secondary Mobile Phone:

Project Description:	<input type="checkbox"/> Fence	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Pavers	<input type="checkbox"/> Pergola	<input type="checkbox"/> Other: _____	TOTAL \$	
REPLACE 8' OF 72" ALMOND LAKELAND RESIDENTIAL PVC FENCE						\$1,520.00	
SUB TOTAL:						\$1,520.00	
Project Options:	Approve	Decline	Amount				
Quoted Leadtime:	Deposit: \$330.00		OPTIONS TOTAL:		\$0.00		
<input type="checkbox"/> Cash/Check	(ALL DEBIT/ CREDIT CARD TRANSACTIONS WILL BE CHARGED AN ADDITIONAL 3% CONVENIENCE CHARGE ON TOTAL VALUE OF CONTRACT)				PROJECT TOTAL:		\$1,520.00
<input type="checkbox"/> Credit Card/Debit Card							
DEPOSIT:						\$330.00	
• BALANCE DUE DOES NOT INCLUDE ANY DEBIT/ CREDIT CARD FEES THAT MAY BE CHARGED						*BALANCE DUE:	\$1,190.00

Notes:

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-CONTRACTORS OR MATERIAL SUPPLIERS OR NEGLECTS TO MAKE OTHER LEGALLY REQUIRED PAYMENTS, THE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE PAID YOUR CONTRACT IN FULL IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT, WHENEVER A SPECIFIC PROBLEM ARISES YOU CONSULT AN ATTORNEY.

We hereby propose to furnish labor and materials completely in accordance with the above specifications for the sum of: Total price (includes tax) **\$1,520.00 (ALL DEBIT/CREDIT CARD TRANSACTIONS WILL BE CHARGED AN ADDITIONAL 3% PROCESSING FEE ON THE TOTAL VALUE OF CONTRACT)** When permit is required, permit fees and a \$35 service fee will be added to contracted price listed above.

Danielle Fence authorized representative Thom Simon Name(printed) Thom Simon

ACCEPTANCE OF PROPOSAL/CONTRACT

The above prices, specifications and conditions are hereby ACCEPTED. See back for contract terms and conditions.

Home Owner or Authorized Representative: _____ **Date:** _____



sales@daniellefence.net

Location & Mailing Address: 4855 S.R. 60 W Mulberry, FL 33860
 S.R. 60 W Mulberry, FL 33860
 Phone: 863.425.3182 • 813.681.6181
 www.DanielleFence.com

Sales Rep: Thom Simon		Estimate #: 1811	Date: 9/22/2025
Name: Forest Lake Community Development			
Jobsite Address: Behind 1084 Sugarwood St, Corner of Holly Hill Rd & Forest Lake Dr		City, State, Zip: Orlando, FL 32817	
Billing Address (City, State, Zip): 12051 Corporate Blvd, Orlando, FL 32817			
Primary Email: Patricia@AnchorstoneMgt.com		Secondary Email:	
Primary Phone: 407-221-9153		Work Phone:	
Mobile Phone:		Secondary Mobile Phone:	
Subdivision:		Cross Street:	
Contact: Patricia Thibault			

KEYS & NOTES

CONCRETE	YES	NO	
MULTIPLE FENCE STYLES	<input type="checkbox"/>	<input type="checkbox"/>	
SEPTIC/DRAINFIELD	<input type="checkbox"/>	<input type="checkbox"/>	
POOL - OPEN	<input type="checkbox"/>	<input type="checkbox"/>	
POOL - SCREENED	<input type="checkbox"/>	<input type="checkbox"/>	
CORNER LOT	<input type="checkbox"/>	<input type="checkbox"/>	
TEAR DOWN	<input type="checkbox"/>	<input type="checkbox"/>	

FOOTAGE

<input type="checkbox"/>	PVC
<input type="checkbox"/>	Aluminum
<input type="checkbox"/>	Wood
<input type="checkbox"/>	Chainlink

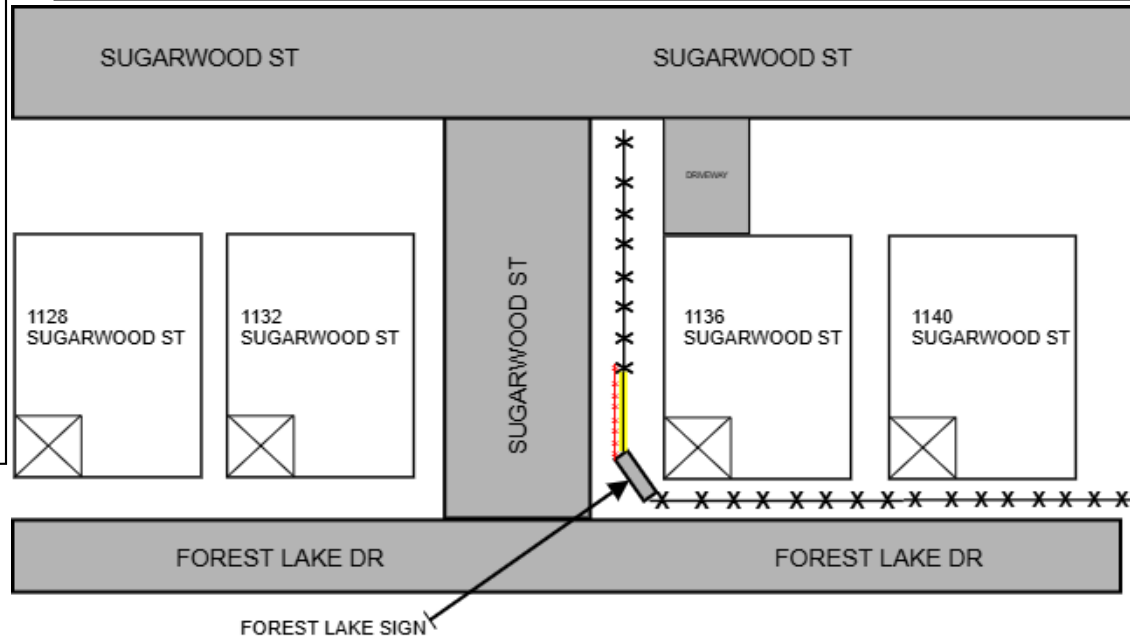
APPROVALS

PRIVATE UTILITIES	YES	NO
PERMIT REQUIRED	<input type="checkbox"/>	<input type="checkbox"/>
NOC REQ'D (OVER \$2,500)	<input type="checkbox"/>	<input type="checkbox"/>
HOA OR POA	<input type="checkbox"/>	<input type="checkbox"/>
DANIELLE	<input type="checkbox"/>	<input type="checkbox"/>
HOMEOWNER	<input type="checkbox"/>	<input type="checkbox"/>
Begin without Approval	<input type="checkbox"/>	<input type="checkbox"/>
Wait for Approval	<input type="checkbox"/>	<input type="checkbox"/>

Materials:
 REPLACE 8' OF 72" ALMOND LAKELAND RESIDENTIAL PVC FENCE

Project Options:

Notes:



INSTALL 72" ALMOND LAKELAND RESIDENTIAL SLOPED PANEL

TAKE DOWN 72" ALMOND LAKELAND RESIDENTIAL SLOPED PANEL

I hereby acknowledge that the above layout is approved for installation. Purchaser agrees to uncover and mark all underground lines and piping, including but not limited to property pins, conduit, private electrical, television, or data lines, water piping, septic piping or systems, and sprinkler systems. Purchaser agrees to pay Company the additional sum of Three Hundred and Fifty and no/100 dollars (\$350.00) for its mobilization costs in the event that Purchaser changes any of the following:

- Changes to the Layout of time of installation where installers would need to leave premises and return.
- Upon arrival of installation crew, job site is not ready for installation;
- Upon arrival of installation crew, home owner has not obtained permissions and concessions on address referenced above. Customer will be invoiced for additional footage or items requested that were not part of the original contract. Purchaser is not liable for installation delays due to Acts of God.
- Installation is cancelled or postponed due any of the above mentioned items or the client has not obtained homeowners association approval prior to installation resulting in installation interruption.
- Fee is in addition to the cancellation terms and conditions.
- If no survey is available at the time an estimate is provided the contracted linear footage and contract value is subject to change either upon receipt of a current survey or at the time of installation based on actual footage installed.

Home Owner or Authorized Representative: _____ **Date:** _____

Danielle Fence Manufacturing Co. - Sales & Installation Contract

DEFINITIONS

1. Company - Danielle Fence Manufacturing Company.
2. Purchaser - The person or entity executing this Contract.
3. Contract - This document, including attachments, when executed by the Company and the Purchaser.
4. Site - The address[es] where product is to be installed.
5. Installation - The sale, delivery and placement of Product on the Site by the Company.
6. Layout - Any portion of the Contract indicating the installation location and dimensions of the product[s] to be installed.
7. Product - All goods identified to this Contract and sold by the Company to Purchaser.
8. Sale - Over-the-counter sale of Product to any person or entity without agreement by the Company for Product installation.
9. Total Price - Unless otherwise indicated on the Contract, Total Price is the estimated price of the Sale or Installation of Product by the Company including taxes. The cost of Product is based upon estimates of the amount of Product required to fulfill the Contract. Purchaser will be invoiced or credited for any increase or decrease in the materials, no credit will be issued for waste or non-standard materials required for the company's full performance.

TERMS

1. This Contract will be in full force and effect upon execution by Company and Purchaser and Purchaser's payment of the required deposit.
2. The Company will perform all Installations in a workmanlike manner and in accordance with standard practices in the industry.
3. Purchaser will obtain any permission and concession necessary for Installation, including but not limited to those required by any homeowner's association. Purchaser's Initials
4. Permit fees are not included in contract pricing. Purchaser will be invoiced for any permit fees that are applicable. Any contracts that are not installed within 30 days of the original quote are subject to review for material cost increases.
5. Upon execution of this Contract all Product ordered herein shall be deemed accepted by the Purchaser, without right of rejection or revocation. Cancellation of Contract by Purchaser will result in forfeiture of all deposits paid.
6. All terms of the Contract are incorporated in the Contract and Purchaser has not been induced by any promises, explicit or implicit which are not contained therein.
7. Installation scheduling will take place upon receipt of Purchaser's plot plan (survey) or signed waiver thereof. The Company will verify by telephone the date and approximate time when the company will arrive at the Site for Installation. Purchaser will prepare the Site by ensuring that the fence line and property pins are marked at that date and time.
8. Purchaser agrees to pay Company the sum of Three Hundred and Fifty and no/100 Dollars (\$350.00) for its mobilization costs in the event that Purchaser changes any terms of this Contract; changes the Layout; upon arrival of installation crew, job site is not ready for Installation; does not prepare the Site for Installation; or does not obtain permissions and concessions referenced above. Customer will be invoiced for additional footage or items requested that were not part of the original contract. Purchaser is not liable for Installation delays due to Acts of God.
9. Purchaser waives and the Company disclaims all warranties of fitness for a particular purpose and merchantability.
10. Purchaser may not transfer or assign this Contract to any person or entity.
11. All proprietary rights and interest in this Sales & Installation Contract shall be vested in the Company, and all other rights including but without limitation, patent, registered design, copyright, trademark, service mark, connected with this Contract shall also be vested in the Company.

PERFORMANCE

1. Performance by the Company shall be complete upon either the Sale or Installation of Product.
2. Performance by the Purchaser shall be complete upon payment of the Total Price at the time of Sale or Installation.

PAYMENT

1. Purchaser will pay Company the outstanding balance of the Total Price at the time of Sale or Installation by Visa, Mastercard, American Express, Discover, cash, pre-approved personal check, cashier's check or money order by hand or US Mail to 4855 S.R. 60 W, Mulberry, Florida 33860. In the event that Purchaser does not pay the Total Price at the time of Sale or Installation it will pay interest on that amount at the rate of one-and-one-half percent per month (1.5% month).
2. The Company does not extend credit to any Purchaser.
3. Purchaser will have not title or right to possession of any Product provided by the Company until Purchaser pays the Total Price in full. Company retains all liens, including purchase money liens, on all Products until such time as Total Price has been paid.

MISCELLANEOUS

1. Non-liability - The Company does not guarantee or warrant Products which it does not install. By executing this Contract, the Purchaser waives any rights which it may have, now or in the future against the Company, its agents or suppliers for Product which fails after the Sale.
2. Underground facilities - Purchaser's Initials
 - (a) Purchaser will notify Contractor of all underground lines or piping on the Site.
 - (b) Purchaser will uncover and mark all underground lines and piping, including but not limited to conduit, private electrical or television lines, water piping, drain fields, sprinkler systems and septic systems.
 - (c) Purchaser will indemnify and hold the Company harmless for damage to underground cables, pipes, drain fields, septic systems, structures or other underground facilities located on the Site, whether owned by Purchaser or another, if damaged by Company in the course of performance of this contract.
 - (d) If the installation requires drilling through existing concrete or brick pavers, Company is not responsible for cracking or breakage.
3. Costs and Attorney's Fees - If Purchaser breaches the Contract the Company may remedy that breach using any remedies available under the laws of the State of Florida. In any action brought by the Company in connection with this Contract it will be entitled to recover from the Purchaser, all costs, including attorneys' fees, at the pre-trial, trial, post-trial and appellate levels.
4. Right of Repossession - In the event that Purchaser defaults in the payment of the Total Price for greater than ninety (90) days, the Company may, at its own election and without notice to Purchaser, reenter Purchaser's property and repossess all products provided under this Contract. Upon repossession, the Company will be entitled to all outstanding amounts and the costs of repossession, including labor and materials, attorneys' fees and pre- and Post-judgment interest at the highest rate permitted by Florida law.
5. Choice of Law - This Contract shall be governed by the laws of the State of Florida and the Courts of Polk County Florida shall have exclusive jurisdiction for the determination of all disputes arising thereunder.
6. Void or Voidable Provisions - This Contract shall remain in full force and effect if any provision herein is found to be void or voidable and in this instance the Contract shall be interpreted as though that provision were not incorporated herein.
7. Vinyl fence height listed on the contract includes two inches of ground clearance.

Purchaser Acknowledgment: _____

Date: _____



I, FOREST LAKE request "fence" to be installed on my property at 1136 SUGARWOOD ST, and assume all responsibility for its placement, including which way the fence will face (i.e. finished side in or finished side out).

Danielle Fence Mfg. Co., Inc. is not liable for the location and/or placement of this fence for one or more of the following reasons (please check and initial all that apply):

No copies of a "current" Survey with a seal is available. If a copy is not made available the fence will be installed as per signed contract layout drawing. Customer assumes **total** responsibility of cost if take down and relocation is required.

Customer wants fence with finished side facing in.

Customer wants fence placed in a wetland or easement area.

Customer is aware fence is all or partially off property.

Customer selected a fence style that does not meet pool code.

Customer has not received HOA approval and accepts full responsibility for installation of the fence and any cost of relocation of the fence.

Order materials and begin fabrication prior to approval with the full understanding homeowner is responsible for all costs incurred.

Do not order materials or start fabrication until HOA is approved, understanding that the quoted lead-time starts when we receive the written HOA Approval.

Additional comments or notes:

Signature: _____

Date: _____



Should you decide to have Danielle Fence Manufacturing install your fence, let us give you some helpful information on what is required and what to expect.

- Before proceeding with installation plans, we recommend you make yourself aware of the restrictions that may apply in your subdivision, city or county. What fence height is acceptable? What style, color or quality is acceptable? Are there any easements, wetlands or other restrictions that we should be aware of before installation? Upon request, Danielle Fence Manufacturing can assist the homeowner with filling out and submitting necessary paperwork for their Homeowners Association's approval.
- When considering whether a wood fence's finished side will face in or out, if the fence is to be located near an existing neighbor's fence, run alongside a hedge row or near any immovable structure, we must have 36" clearance between the finished side and any of these obstructions. PVC fence does not require this clearance, however, there should be adequate room in which to work.
- Is the proposed fence line clear? Are there any bushes, trees or roots to work around?
- How much clearance is acceptable between the bottom of your fence and the ground?
- Are there small animals? Do you need clearance for trimming grass? Depending on the terrain, it may not be possible to keep the clearance between the fence and the ground consistent?
- If there is a swimming pool, what gate hardware is required? Can the gate swing out according to code requirements? Will there be a swimming pool in the future?
- A 25% deposit, along with a signed copy of the contract on standard stock items will get your order processed and into our installation schedule. On non-standard items or custom orders we will require a 50% deposit to process your order. You may pay by cash, check, Visa, MasterCard, American Express or Discover. Your order will be processed only when both the deposit and the signed copy of the contract are received, even if we have a deposit and a verbal okay to proceed. The balance is due on the day of installation.
- Danielle Fence also requires a copy of your property survey/plot plan and the property pins located to insure the fence is placed on your property. If the property pins are not located, the homeowner must sign a release accepting responsibility for the fence location. It is customary for the fence to run 4 to 6 inches inside the property line.
- Danielle Fence takes responsibility for public utility locating. Danielle Fence will order a utility locator to mark electrical lines, cable TV lines, phone lines and gas lines. The utility locate company will not locate sprinkler, water lines, sewer lines or any lines that the property owner may have installed such as a gas line for a pool heater or electric line for a pool or water-well pump. In light of this, Danielle Fence will not assume any responsibility for damages to any underground items that may be damaged during installation.
- Once the utility locate has been ordered, you may or may not see flags/spray painted markings indicating underground utility lines. If you do and they are in conflict with the proposed fence line, please call us right away. FL State Law PROHIBITS any digging within 24 inches of public utility markers.
- Your installation date will be set the week prior to the week of your installation. Typically, that means you will be contacted late in the week confirming your installation for the following week. We ask that you're present for as much of the installation as possible, especially the first hour, to insure the installation foreman can go over the layout, which way the gates swing, their exact location and any other details that need attention. Any changes to the contract must be done in advance of the installation day and must be signed for approval.

Should you have any questions, please feel free to call and speak to any of our representatives. These items are just some of the items needed prior to purchasing a fence. For terms and conditions see your contract.

I have read and understand the above _____

Print name _____





BGM LAKELAND®

Vinyl Fence



Shown with optional New England Post Caps



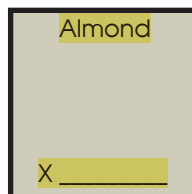
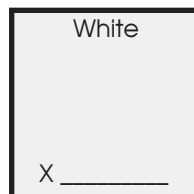
BGM Lakeland with 5' Walk Gate



Shown with optional Lattice Filler



VINYL COLOR OPTIONS:



*Upon signing Product Information Page, customer is aware of actual color of the fence and accepts the color provided by Danielle Fence.

BGM LAKELAND [®] VINYL FENCE

Available in 48", 60" and 72" Height

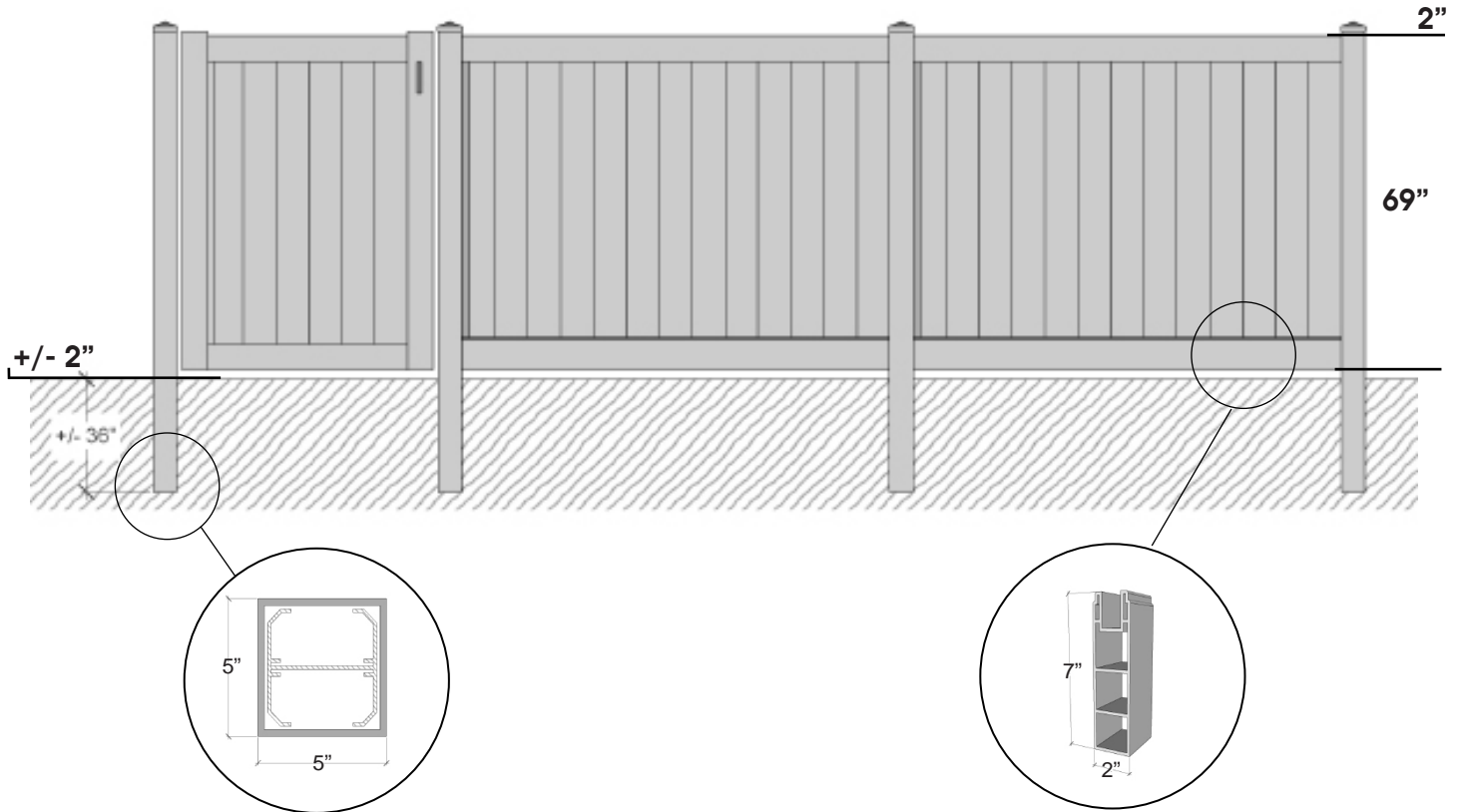
(Measurements listed are to the top of post)

Fence is constructed from the following materials:

- 2" x 7" ribbed heavy wall bottom rail
- 1½" x 5½" ribbed top rail
- Thirteen, 7/8" x 7" vertical ribbed tongue & groove pickets per section
- One, 1" x 1½" u-channel
- 5" x 5" x .135" posts on 96" centers
- Posts installed 36" in ground
- 5" traditional post caps
- Aluminum reinforced gate hinge post
- 48" or shorter heights do not meet pool code
- 48" x 50" gates or smaller are all .280" posts with no insert

Example: 72" Fence

- Rail to Rail is 69"
- Plus 2" to the top of the post
- +/- 2" of spacing at the bottom of the fence



Proudly Made in the USA

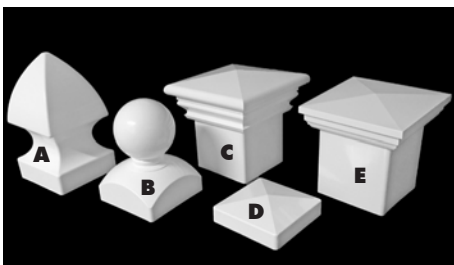
10 year prorated warranty*

X

(Customer Signature)

*See contract for terms & conditions. Visit www.daniellefence.com to view warranty details.

POST CAP OPTIONS:



- A. Gothic Cap
- B. Ball Cap
- C. Federation Cap
- D. Traditional Cap
- E. New England Cap



www.DanielleFence.com

863.425.3182 | 813.681.6181

4855 SR 60W | Mulberry, FL 33860

01282021

EXHIBIT 5

[RETURN TO AGENDA](#)



ESTIMATE



Prepared For

Forest Lake CDD
1595 Aspen Ave
Davenport, FL 33837

Good Home Services LLC

2674 Dixie Lane
Kissimmee , FL 34744
Phone: (407) 989-8043
Email: Goodhomeservicesllc@gmail.com

Estimate # 389
Date 09/23/2025

Description	Total
Pressure Washing This is to clear sidewalk at the Forest Lake monument signs, pressure wash the sidewalk in this area	\$200.00
Subtotal	\$200.00
Total	\$200.00

By signing this document, the customer agrees to the services and conditions outlined in this document. It is to be noted that repairs that require texturing may not exactly match the texture pattern that is currently present. Matching texture patterns can be very difficult, Good Home Services will do its best to match these patterns. We at Good Home Services LLC have the your best interests in mind while performing work and strive make our clients happy.

Forest Lake CDD

EXHIBIT 6

[RETURN TO AGENDA](#)



ESTIMATE

Cooper Pools, CP Remodeling & Resurfacing
4850 Allen Rd
Zephyrhills, FL 33541-3551

estimates@cooperpoolsinc.com
+1 (844) 766-5256



Cleaning Commercial Acct:Anchor Stone Management LLC:Forest Lakes CDD

Bill to
Forest Lakes CDD
255 Primera Blvd Suite 160
Lake Mary, FL 32746

Ship to
Forest Lakes CDD
1595 Aspen Ave
Davenport, FL 33837

Estimate details

Technician: Hunter

Estimate no.: 2025-530
Estimate date: 09/26/2025
Expiration date: 10/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		6" PVC170-1100GPM TOP MOUNT FLOWMETER	F-30600P 6" PVC170-1100GPM TOP MOUNT FLOWMETER	1	\$347.28	\$347.28
2.			Technician advised that a new 6" flow meter is needed			
					Total	\$347.28
					Expiry date	10/26/2025

Accepted date

Accepted by

EXHIBIT 7.1

[RETURN TO AGENDA](#)



RESOLUTION 2025-15

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
FOREST LAKE CDD PROHIBITING A TREE OR ANY TYPE OF BUSH
INSTALLED INTO A COMMON AREA.

WHEREAS, Forest Lake Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, the Board of Supervisors of the District declares that the district streets common areas are not to be changed or altered.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Forest Lake Community Development District prohibits any installation of trees or any type of bush on district property or within the common areas. The areas between the sidewalk and the street are not to be altered in any way or form. No other agriculture growth within sidewalk common area causeway is allowed. The area is only to contain grass and shall not be altered in any way.

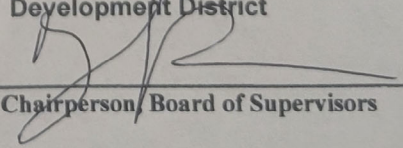
Section 2. This Resolution shall become effective immediately upon its adoption and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 16TH DAY OF JANUARY, 2025.

ATTEST:

Secretary/Assistant Secretary

Forest Lake Community
Development District



Chairperson, Board of Supervisors

EXHIBIT 7.2

[RETURN TO AGENDA](#)







EXHIBIT 7.3

[RETURN TO AGENDA](#)







EXHIBIT 7.4

[RETURN TO AGENDA](#)





EXHIBIT 8

[RETURN TO AGENDA](#)



ESTIMATE

Cooper Pools, CP Remodeling &
Resurfacing
1850 Allen Rd
Zephyrhills, FL 33541-3551

estimate@cooperpooling.com
41 (844) 766-5256



Cleaning Commercial Acct: Anchor Stone Management LLC: Forest Lakes CDD

Bill to
Forest Lakes CDD
255 Primera Blvd Suite 160
Lake Mary, FL 32746

Ship to
Forest Lakes CDD
1595 Aspen Ave
Davenport, FL 33837

Estimate details

Technician: Hunter

Estimate no.: 2025-531
Estimate date: 09/26/2025
Expiration date: 10/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1		17 1/2" x 24" ANTHONY RECTANGULAR DE FILTER GRID	17 1/2" x 24" ANTHONY RECTANGULAR DE FILTER GRID	49	\$50.00	\$2,450.00
2		COMMERCIAL SERVICE CALL / INSTALLATION	COMMERCIAL SERVICE CALL / INSTALLATION	2	\$250.00	\$500.00
3			Technician advised that the grids are worn and torn which need to be replaced			

Total

\$2,950.00

Expiry
date

10/26/2025

9-30-25

Accepted date

Accepted by

ESTIMATE

Cooper Pools, CP Remodeling & Resurfacing
4850 Allen Rd
Zephyrhills, FL 33541-3551

estimates@cooperpoolsinc.com
+1 (844) 766-5256



Cleaning Commercial Acct:Anchor Stone Management LLC:Forest Lakes CDD

Bill to
Forest Lakes CDD
255 Primera Blvd Suite 160
Lake Mary, FL 32746

Ship to
Forest Lakes CDD
1595 Aspen Ave
Davenport, FL 33837

Estimate details

Technician: Hunter

Estimate no.: 2025-531
Estimate date: 09/26/2025
Expiration date: 10/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		17 1/2" x 24" ANTHONY RECTANGULAR DE FILTER GRID	17 1/2" x 24" ANTHONY RECTANGULAR DE FILTER GRID	49	\$50.00	\$2,450.00
2.		COMMERCIAL SERVICE CALL / INSTALLATION	COMMERCIAL SERVICE CALL / INSTALLATION	2	\$250.00	\$500.00
3.			Technician advised that the grids are worn and torn which need to be replaced.			

Total **\$2,950.00**

Expiry date 10/26/2025

Accepted date

Accepted by

EXHIBIT 9

[RETURN TO AGENDA](#)



AGREEMENT BETWEEN HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT AND COOPER POOLS INC. FOR POOL MAINTENANCE SERVICES

This agreement (the “Agreement”) is made and entered into this 11 day July 2025 by and between:

HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Polk County, Florida with a mailing address 255 Primera Boulevard, Suite 160, Lake Mary, Florida 32746 (“District”), and

COOPER POOLS INC., a Florida Corporation, with a principal address at 4850 Allen Road, Zephyrhills, Florida 33541 (“Contractor,” and together with the District, “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (the “Act”); and

WHEREAS, in accordance with the Act, the District owns, operates, and maintains certain swimming pool facilities (the “Facilities”); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide pool maintenance services for the Facilities; and

WHEREAS, Contractor provides such services and desires to contract with the District to do so in accordance with the terms and specifications in this Agreement; and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. DESCRIPTION OF WORK AND SERVICES. The duties, obligations, and responsibilities of the Contractor are to provide pool maintenance service as set forth herein and in **Exhibit A**, attached hereto and incorporated herein by reference (the “Services”). Contractor shall be solely responsible for the means, manner, and methods by which its duties, obligations and responsibilities are met and shall provide the Services within presently accepted industry best practices and professional standards. While providing the Services, the Contractor shall assign

such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services. Contractor shall report directly to the On-Site Administrator or his or her designee. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor’s activities and work within twenty-four (24) hours.

SECTION 3. COMPENSATION AND TERM. As compensation for the completion of the Services, the District agrees to pay the Contractor in the amounts specified in **Exhibit A**. This compensation includes all labor and materials necessary to complete the Services. Contractor shall invoice the District monthly for services provided pursuant to the terms of this Agreement, and the District shall provide payment within thirty (30) days of receipt of such invoices, or sooner as required by Florida’s Prompt Payment Act. The term of this Agreement shall commence upon execution of agreement and continue through September 30, 2026. Thereafter, the Agreement shall automatically renew for additional one-year terms, unless terminated earlier in accordance with the terms set forth herein.

SECTION 4. INSURANCE. The Contractor shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Workers Compensation	statutory
General Liability	
<i>Bodily Injury (including contractual)</i>	\$1,000,000/\$2,000,000
<i>Property Damage (including contractual)</i>	\$1,000,000/\$2,000,000
Automobile Liability (if applicable)	
<i>Bodily Injury and Property Damage</i>	\$1,000,000

Contractor shall provide District with a certificate naming the District as an additional insured. At no time shall Contractor be without insurance in the above amounts. No policy may be canceled during the term of this Agreement without at least thirty (30) days written notice to the District. An insurance certificate evidencing compliance with this section shall be sent to the District prior to the commencement of any performance under this Agreement.

SECTION 5. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, professional staff, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage,

whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its employees and agents in connection with this Agreement, and that are caused by willful misconduct of Contractor, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. For avoidance of doubt, indemnification obligation of the Contractor herein requires the Contractor to indemnify the District for any and all percentage of fault attributable to Contractor in any claims arising hereunder (whether such claim is against the District, the Contractor or the District and Contractor as jointly liable parties) regardless of whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute.

SECTION 6. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, codes, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination. In addition to the foregoing, the Services shall include all maintenance/operational work necessary to ensure that the District's pool is operational, open for use by the District's patrons, and in compliance with applicable law, including but not limited to Chapter 64E-9.001 et seq. of the Florida Administrative Code.

SECTION 7. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 8. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 9. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 10. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 11. TERMINATION. The District agrees that the Contractor may terminate this Agreement for cause by providing sixty (60) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all Services rendered up until the effective termination of this Agreement, subject to whatever claims or off sets the District may have against the Contractor as the sole means of recovery for termination.

SECTION 12. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 13. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 14. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 15. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 21. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 22. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Polk County, Florida.

SECTION 23. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited to, section 119.0701, *Florida Statutes*. Contractor further recognizes that all work product, e-mails, or other forms of transmission whatsoever in furtherance of District business are considered public records and shall be retained as such by Contractor. All data and programs utilized in conduct of District business and operations and stored on computers are considered public records and are required to be turned over consistent with this provision. Contractor acknowledges that the designated public records custodian for the District **Patricia Thibault** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 221-9153, PATRICIA@ANCHORSTONEMGT.COM, 255 PRIMERA BOULEVARD, SUITE 160, LAKE MARY, FL 32746

SECTION 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 25. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 26. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

SECTION 27. E-VERIFY REQUIREMENTS. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*.

If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

SECTION 28. COMPLIANCE WITH SECTION 20.055, *FLORIDA STATUTES*. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

SECTION 29. SCRUTINIZED COMPANIES STATEMENT. Contractor certifies it: (i) is not in violation of Section 287.135, *Florida Statutes*, (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; (iv) does not have business operations in Cuba or Syria; (v) is not on the on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the Contractor is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate this Agreement.

SECTION 30. ANTI-HUMAN TRAFFICKING STATEMENT. The Contractor does not use coercion for labor or services as defined in Section 787.06, *Florida Statutes*, and the Contractor has complied, and agrees to comply, with the provisions of Section 787.06, *Florida Statutes*.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties hereto have signed and sealed this Agreement on the day and year first written above.

HIGHLAND MEADOWS II COMMUNITY
DEVELOPMENT DISTRICT

Deborah Galbraith
Chairperson, Board of Supervisors

COOPER POOLS INC.



By: Krista Wentworth
Print: ASSISTANT (OFFICE)
Its:

Print Name of Witness

Witness

WITNESS:

Secretary / Assistant Secretary

Attest:

Exhibit A: Scope of Services
Exhibit B: Certificate of Insurance

Exhibit A



FL Contractors License CPC1459240

COMMERCIAL POOL SERVICE AGREEMENT

Highland Meadows Haines City

Date 5/29/2025

For and in consideration of the charges stated below, Cooper Pools Inc. agrees to furnish the below described pool service at the above address. The customer, by subscribing to this proposal, agrees to the terms, and to the amount and time payment for this service.

SERVICE TO BE PROVIDED: COMMERCIAL POOL SERVICE and Fountains

On each day of service at the pool, the following will be performed by a pool cleaning technician as necessary:

1. Tile will be cleaned as needed.
2. Surface will be skimmed, and floating debris will be removed.
3. Walls and floor will be brushed as necessary to remove algae.
4. Water chemistry will be checked and brought into proper balance.
5. Strainer baskets will be emptied, as necessary.
6. Filters will be cleaned as necessary to insure proper filtration of pool.
7. Pool floor will be netted to remove debris and vacuumed as needed.
8. Equipment will be inspected, and any necessary repairs will be reported to the management company and referred to the repair department for repair by a licensed service repair technician.

CONTRACTOR will provide chlorine, muriatic acid or soda ash to maintain pH, sodium bicarbonate to maintain Total Alkalinity, Cyanuric Acid to stabilize and calcium chloride to maintain Calcium level. Special chemical additives such as Algaecides or Sequestering Agents may be added as necessary at additional **cost to the customer**.

CUSTOMER is required to test water on non-service days per Florida Department of Health. Cooper Pools will also offer to test water on non service days for \$40 per visit.

Wind and Rain policy,

During extreme weather such as high winds, lightning, rain, services will be limited for that day and full service resumed on next scheduled service day.

Named storm policy,

During a named storm event, our teams will not be out in the field until our Management and or local authorities have cleared your community safe to enter and determined if power has been restored. Storm clean up fees may be assessed as needed. Our teams will not go out during storm events to lower the pool water levels.

We strive to maintain all of our clients pools with 100% quality year round, Cooper pools reserves the right to change service days during certain times of the year such as leaf and pollen season, rainy season or after named storms.

RATE for Commercial Service will be;

**\$_4600_ per month for _3_ visits-per-week service for pools. T-Th-Sa
Main Pool, 164000 gallon, flow 900, Min 6 month agreement required.**

Non Service Days observed by Cooper Pools Inc;

Thanksgiving day, Christmas Day, New Years Day, 2 days for state training typically Feb or Mar.

An additional fee may be charged in the event that circumstances such as extreme weather or vandalism, warrant labor or chemicals that exceed normal maintenance levels. Mechanical repairs and work that is not considered routine maintenance will be billed at a labor rate of \$180 per hour.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

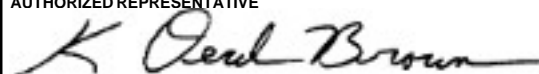
PRODUCER Arthur J. Gallagher Risk Management Services, LLC 707 Pennsylvania Ave Ste 1300 Altamonte Springs FL 32701	CONTACT NAME: PHONE (A/C, No, Ext): 321-397-3870		FAX (A/C, No): 321-397-3888
	E-MAIL ADDRESS: CertRequests@ajg.com		
INSURED Cooper Pools, Inc. Cooper Pool Remodeling & Resurfacing Inc. Cooper Pools Leak Detection Inc. 4850 Allen Rd #13 Zephyrhills FL 33541	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Amerisure Partners Insurance Company		11050
	INSURER B : Amerisure Insurance Company		19488
	INSURER C : Markel Insurance Company		38970
	INSURER D : Scottsdale Indemnity Company		15580
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** 463263335 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pool Pop Up GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	GL21168150401	2/18/2025	2/18/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA21168160405	2/18/2025	2/18/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CXS4050505	4/24/2025	2/18/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	Y	MWC008154611	6/30/2025	6/30/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Highland Meadows II Community Development District, its officers, supervisors, agents, managers, counsel, engineers, staff and representatives are included as an additional insured with respects to General Liability on a primary and noncontributory basis as per executed written contract. A General Liability and Workers Compensation waiver of subrogation applies in favor of the additional insured as per written contract.

CERTIFICATE HOLDER Highland Meadows II 1015 Condor Dr Haines City, FL 33844	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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THIS CERTIFICATE SUPERSEDES PREVIOUSLY ISSUED CERTIFICATE

EXHIBIT 10

[RETURN TO AGENDA](#)



**MINUTES OF 09/11/25 REGULAR MEETING
FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Forest Lake Community Development District was held Thursday, September 11, 2025 at 1:30 p.m. at Davenport City Hall, 1 S Allapaha Ave., Davenport, Florida 33837. The public was able to listen and/or participate in-person or live via conference.

I. Call to Order and Roll Call

The meeting was called to order by the Chairman Rivera. Roll was called and a quorum was confirmed with the following supervisors present:

- Frank RiveraBoard of Supervisors, Chairman
- Randi Ribarich.....Board of Supervisors, Vice Chairman
- Travis LeMeur Board of Supervisors, Assistant Secretary
- Jose Cortez..... Board of Supervisors, Assistant Secretary
- Jose Montalvo (via conference)..... Board of Supervisors, Assistant Secretary

Also present were:

- Patricia ThibaultDistrict Manager, Anchor Stone Management
- Anna Lyalina Finance and Assessments Manager, Anchor Stone Management
- Kyle Magee (via conference) District Counsel, Kutak Rock Law Firm
- Joseph Brown (via conference) District Counsel, Kutak Rock Law Firm
- Greg Woodcock (via phone)..... Project Manager, Stantec

Chairman Rivera called the meeting to order and conducted roll call. Present were Chairman Rivera, Vice Chair Ribarich, Supervisor LeMeur, Supervisor Cortez in person, and Supervisor Montalvo attended via conference. It was acknowledged that a quorum was established. Also present were Anchor Stone Management staff, District Manager Ms. Thibault and Finance and Assessments Manager Ms. Lyalina.

II. Audience Comments (limited to 3 minutes per individual on agenda items)

The Chairman opened the floor for audience comments on agenda items, noting that each speaker was limited to three minutes. No audience comments were received at this time.

III. Administrative Items

A. Public Hearing on the FY 2025-2026 Operating Budget

❖ Open the Public Hearing

The Board opened the public hearing on the proposed Fiscal Year 2025–2026 Operating Budget.

On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board **opened the Public Hearing on the FY 2025-2026 Operating Budget** for the Forest Lake Community Development District.

❖ Notice of Publication

It was confirmed that the required notice of publication had been properly advertised and was included in the agenda materials.

❖ Presentation of the FY 2025-2026 Budget

Ms. Thibault presented the proposed operating budget and provided an overview of revenues, expenditures, and fund allocations. The budget was prepared to ensure a balanced presentation in accordance with statutory requirements. Highlights included an overall reduction of approximately \$39,655 with no increase in total assessments.

During discussion, Ms. Thibault also informed the Board of approximately \$103,000 in unaccounted funds from the prior management company, which may impact reserves. An external audit is underway, and Ms. Thibault recommended cautious fiscal management until results are finalized.

❖ Public Comments

The Chairman invited public comment regarding the budget. No comments were received.

49 ❖ **Close the Public Hearing**

50 At this point, the Board motioned to close the public hearing on the proposed Fiscal Year 2025–2026 Operating Budget.

51 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board **closed**
52 **the Public Hearing on the FY 2025-2026 Operating Budget** for the Forest Lake Community Development District.

53 **B. Consideration for Adoption - Resolution 2025-24 Annual Appropriations Resolution & Adopting the FY 2025-**
54 **2026 Budget**

55 The Board reviewed Resolution 2025-24, which adopts the Fiscal Year 2025–2026 Operating Budget and establishes
56 appropriations for the District. Following discussion, the Board approved the resolution as included in the agenda.

57 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board adopted
58 the **Resolution 2025-24 Annual Appropriations Resolution & Adopting the FY 2025-2026 Budget** for the Forest
59 Lake Community Development District.

60 **C. Consideration for Adoption – Resolution 2025-25, Providing for the Collection and the Enforcement of Special**
61 **Assessments for the FY 2025-2026 Budget**

62 The Board considered Resolution 2025-25, providing for the collection and enforcement of special assessments
63 associated with the adopted Fiscal Year 2025–2026 Operating Budget. The Board discussed the Resolution and approved
64 it as presented in the agenda.

65 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board adopted
66 the **Resolution 2025-25, Providing for the Collection and the Enforcement of Special Assessments for the FY 2025-**
67 **2026 Budget** for the Forest Lake Community Development District.

68 **IV. District Counsel – Kutak Rock**

69 District Counsel Mr. Magee introduced litigation counsel, Mr. Brown, who provided an update regarding the ongoing
70 legal action involving the District’s former Management company, NPG-CAM, and its principal, Mr. Lopez. Counsel
71 explained that, upon transition to the new District Manager, several large questionable withdrawals were identified from
72 the District’s accounts into NPG-CAM’s accounts. Some of these transfers occurred even after NPG-CAM had tendered
73 its resignation as District Manager.

74 Counsel noted that there is no apparent basis for these transfers and that, on their face, they appear to be fraudulent. As
75 a result, a complaint was filed, and an injunction was obtained to freeze NPG-CAM’s accounts and direct the return of
76 any District funds still under the control of Mr. Lopez. Discovery has been served, subpoenas have been issued to obtain
77 bank records, and the case is pending while responses and documentation are awaited.

78 Mr. Brown cautioned that, because this is ongoing litigation, he could not provide extensive detail in the public forum.
79 However, he emphasized that the facts already in the court record show that the questionable transfers were not authorized
80 by the Board and were carried out solely by the prior District Manager. He further explained that this situation is unusual
81 and unfortunate, and that in his professional experience it is rare to encounter such misconduct by a Management
82 company.

83 Importantly, Counsel clarified for both the Board and the Residents that the Board itself bears no responsibility for the
84 missing funds. The Board had entrusted financial management to the District Manager, as is customary and appropriate,
85 and acted swiftly once the irregularities were discovered. He stated that by all appearances the prior Management
86 company acted independently and outside of its fiduciary obligations. Counsel noted that other cases have been filed in
87 Polk County against the same individual, suggesting a broader pattern of misconduct not unique to Forest Lake CDD.

88 Following this update, Ms. Thibault also outlined additional safeguards that have been implemented to protect the District
89 moving forward. These included adding a crime insurance policy to provide coverage in the event of theft or fraud, and
90 granting a Board Supervisor daily online access to the District’s bank accounts, and finally, ensuring that full financial
91 statements are now included in agenda packets for the Board’s and Residents review. These measures were put in place
92 to increase transparency, restore confidence, and return control of the District’s finances to the Residents.

93 The Board expressed concern regarding the slow pace of the case but acknowledged that the legal process must be
94 followed. Counsel reassured the Board that appropriate actions were being taken to protect the District's interests and to
95 pursue recovery of funds wherever possible.

96 **V. Vendor & Staff Updates Items**

97 **A. Discussion of Erosion Matter – Consideration of Proposal for Repair – Steadfast**

98 The erosion repair has not been finalized due to the need of a District Engineer involvement in the process.

99 The Board discussed ongoing erosion concerns within the community. A proposal for repair work was presented for
100 consideration. Staff explained the nature of the erosion issues and outlined the scope of the proposed work. The Board
101 reviewed the details and agreed that repairs were necessary to maintain the integrity of District property.

102 **B. Discussion of RFQ for District Engineer**

103 ❖ **Alliant Engineering**

104 ❖ **Stantec Engineering**

105 The Board reviewed and discussed the proposals submitted by Alliant Engineering and Stantec. The firms' qualifications,
106 prior project experience, and ability to serve the District were considered.

107 Following the discussion, the Board determined that Stantec was the preferred choice for the District Engineer.
108 Supervisor Cortez expressed opposition to this selection; however, the majority of the Board was in favor, and the
109 appointment was approved.

110 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH FOUR IN FAVOR, Supervisor Cortez
111 OPPOSED, the Board approved **Stantec Engineering as the District Engineer** for the Forest Lake Community
112 Development District.

113 **C. Consideration of Cooper Pools Proposal for Monthly Maintenance - Total \$1,750 Monthly. Annual Savings**
114 **of \$2,700**

115 The Board reviewed a proposal from Cooper Pools to provide monthly pool maintenance services at a cost of \$1,750 per
116 month, which would result in an annual saving of approximately \$2,700 compared to the prior service provider. The
117 Board discussed the scope of services included in the proposal and agreed that the savings would be beneficial without
118 reducing the quality of maintenance. The proposal was approved.

119 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
120 the **Cooper Pools Proposal for Monthly Maintenance - Total \$1,750 Monthly** for the Forest Lake Community
121 Development District.

122 **D. Discussion of Towing at Bus Stop Pickup Areas**

123 The Board discussed parking and safety concerns occurring at the bus stop pickup areas. It was noted that vehicles
124 continued to park in no-parking zones, creating congestion and potential safety hazards for residents and children. The
125 Board directed that towing enforcement begin on September 30, 2025, during school pickup and drop-off times in the
126 morning (6:00–8:30 a.m.) and afternoon (2:00–5:00 p.m.). The Management Staff was directed to publish the Towing
127 Agreement and towing in effect message on the website and email blast. The Board also requested to make sure a
128 notification is included to remind Residents that vans and utility vehicles parked in restricted areas are included in the
129 towing enforcement and instructed staff to work with Mele to prevent their vehicles from parking in the no-parking
130 zones.

131 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
132 the **Towing at Bus Stop Pickup Areas Beginning September 30, 2025 6:00-8:30 AM and 2:00-5:00 PM** for the Forest
133 Lake Community Development District.

134 **VI. Business Items**

135 **A. Consideration for Ratification:**

136 Under Business Item A, the Board considered several matters listed for ratification. These included the prior authorization
137 for the pool motor replacement in the amount of \$2,800, the termination of the Resort Pools contract, the one-month
138 interim agreement with Cooper Pools, the impeller repair performed by Cooper Pools, and the agreement with School
139 Now to provide website hosting services. The Board reviewed each of these actions, discussed the necessity and
140 reasoning for each, and determined that they should be approved together.

141 **1. Resort Pools – Pool Motor - \$2,800**

142 The Board reviewed the prior authorization for replacement of the pool motor at a cost of \$2,800. The Board confirmed
143 approval of the expenditure.

144 **2. Termination of Resort Pools**

145 The Board considered the prior action to terminate the existing contract with Resort Pools due to service concerns. This
146 termination was ratified as part of the same consolidated Motion.

147 **3. One Month Agreement with Cooper Pools**

148 The Board reviewed the short-term agreement with Cooper Pools for one month of pool maintenance services during the
149 transition period.

150 **4. Cooper Pools Impeller Repair**

151 The Board reviewed the authorization for Cooper Pools to perform an impeller repair on the pool system.

152 **5. School Now - Website Provider**

153 The Board reviewed the agreement with School Now for website hosting and management services.

154 Following the discussion, the Board ratified all five items in a single consolidated motion.

155 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board ratified
156 the **1. Resort Pools – Pool Motor - \$2,800, 2. Termination of Resort Pools, 3. One Month Agreement with Cooper**
157 **Pools, 4. Cooper Pools Impeller Repair, and 5. School Now - Website Provider** for the Forest Lake Community
158 Development District.

159 **B. Consideration for Approval: The Minutes of the Board of Supervisors Meeting Held on August 14, 2025**

160 The Board reviewed the Minutes of the Board of Supervisors Regular Meeting held on August 14, 2025. The Supervisors
161 confirmed that the record accurately reflected the discussions, actions, and motions taken during that meeting.

162 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
163 the **Minutes of the Board of Supervisors Regular Meeting Held on August 14, 2025** for the Forest Lake Community
164 Development District.

165 **C. Consideration for Acceptance – The Unaudited Financial Statements for the Time Period July 14, 2025 to**
166 **July 30, 2025**

167 The Board reviewed the unaudited financial statements for the period of July 14, 2025 through July 30, 2025, as included
168 in the agenda materials. Ms. Thibault provided an overview of the statements and noted that they reflected the District's
169 revenues and expenditure during the period.

170 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
171 the **Unaudited Financial Statements for the Time Period July 14, 2025 to July 30, 2025** for the Forest Lake
172 Community Development District.

173 **D. Consideration for Approval – Cooper Pools – 30 Gallon Chemical Tank - \$348.13**

174 The Board reviewed a request for approval of the purchase of a 30-gallon chemical tank for use by Cooper Pools, at a
175 cost of \$348.13. Staff explained that the tank was necessary to support ongoing pool maintenance and ensure the proper

176 handling of chemicals. The Board discussed the request and agreed that the expenditure was reasonable and appropriate.
177 The purchase was approved.

178 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
179 the **Cooper Pools Purchase of 30 Gallon Chemical Tank for \$348.13** for the Forest Lake Community Development
180 District.

181 **E. Consideration for Adoption Resolution 2025-26, Adopting the Annual Meeting Schedule**

182 The Board reviewed Resolution 2025-26, which established the District's annual meeting schedule for the upcoming
183 fiscal year and would ensure proper public notice in compliance with the statutory requirements.

184 The Board discussed the proposed schedule and confirmed its availability for the meeting dates. Supervisor LeMeur
185 raised concerns about the location and time of the Meetings and Residents' ability to attend in person but acknowledged
186 that the schedule was consistent with statutory guidance.

187 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH FOUR IN FAVOR, Supervisor
188 LeMeur OPPOSED, the Board approved the **Resolution 2025-26, Adopting the Annual Meeting Schedule for the**
189 **Fiscal Year 2025-2026** for the Forest Lake Community Development District.

190 **F. Presentation & Discussion of Finalized Boltons Towing Agreement & Towing in the Mornings at Bus Areas**

191 The Board reviewed and discussed the finalized towing agreement with Boltons. Staff presented the terms of the
192 agreement and explained that it provided clear authority for towing enforcement within the community, specifically
193 addressing problem areas near the school bus stops.

194 The Board discussed the need to expand towing enforcement to include morning hours in addition to the afternoon
195 enforcement already in place. Supervisors noted that congestion during morning school drop-off was creating unsafe
196 conditions, and consistent towing was necessary to ensure compliance with parking restrictions.

197 The finalized agreement with Boltons was reviewed in detail, and the Board confirmed the need of towing to be
198 implemented during both morning and afternoon timeframes. The Board expressed satisfaction that the agreement clearly
199 outlined responsibilities and ensured accountability from the Vendor.

200 **G. Discussion of Old Bulletin Board Take Down in the Pool Area**

201 The Board discussed the condition and location of the old bulletin board in the pool area. It was noted that the bulletin
202 board was outdated and in need of replacement or relocation. Supervisors considered whether the board should be moved
203 closer to the pool equipment area and discussed the costs of moving it, changing the lock, and updating the structure.

204 The Board directed staff to investigate options and obtain cost proposals for relocating the bulletin board and securing it
205 with a new lock. The matter was set to be brought back to the Board at a future meeting for further consideration.

206 **H. Discussion of Fence Project**

207 The Board discussed the fence project, general options and considerations, including the potential scope of work and
208 costs. The Board agreed that further evaluation would be needed before moving forward and directed staff to gather more
209 information to present at a future meeting.

210 **Discussion of Securitas Guard Services**

211 The Board also discussed the weekend security services currently being provided by Securitas. Concerns were raised
212 about the effectiveness and cost of weekend guard coverage. Also discussed were restraints of the current agreement.
213 The Board considered reducing or terminating the weekend guard service and discussed possible alternatives for
214 monitoring.

215 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
216 to **Terminate Securitas Weekend Guard Services** for the Forest Lake Community Development District.

217 The Staff was directed to bring back existing equipment use analysis and a proposal from ECS for monitoring services
218 for the Board's review at a future meeting.

219 **VII. Audience Comments – New Business – (limited to 3 minutes per individual)**

220 No Audience members were present in person or via conference.

221 **VIII. Supervisor Requests**

222 Vice Chair highlighted the cleanliness of common areas at the mailbox area and surrounding spaces. The Board asked to
223 have the janitorial contractor address these concerns and for the Staff to obtain proposals from another vendor.

224 The Board requested that Mele provide maintenance of the dry retention pond on a twice-yearly schedule. Supervisors
225 also requested that pressure washing be performed under the pavilion area and around the mailbox area.

226 Supervisors also discussed landscaping and dirt floating issues and directed that all plants within the District’s right-of-
227 way be removed within thirty days. Reference was made to fence placement at specific addresses, including 1132 and
228 1136 Sugarwood, in relation to fence and landscaping matters.

229 Lighting issues at the monument on Holly Hill were reported as not functioning properly and may have a timing or
230 protocol issue. A handyman was requested to inspect and repair the lights.

231 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
232 the **Sending out of Letter to Remove all of the Plants Within the District’s Right-of-Way within 30 Days to Adjacent**
233 **Properties/Residents** for the Forest Lake Community Development District.

234 **IX. Adjournment**

235 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board adjourned
236 the Meeting for the Forest Lake Community Development District.

237
238 *~Any individual who wishes to appeal a decision made by the Board with respect to any matter considered at this meeting*
239 *is hereby advised that they may be responsible for ensuring that a verbatim record of the proceedings is made, including*
240 *all testimony and evidence upon which the appeal is based.~*

241
242 The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on
243 **October 09, 2025.**

244
245
246 _____
247 **Signature**

246 _____
247 **Signature**

248
249
250
251
252 _____
253 **Printed Name** Secretary Assistant Secretary

248
249
250
251
252 _____
253 **Printed Name** Chairman Vice Chairman

EXHIBIT 11

[RETURN TO AGENDA](#)



Forest Lake Community Development District

**Summary Financial Statements
(Unaudited)**

August 31, 2025

**Forest Lake CDD
Balance Sheet
August 31, 2025**

	General Fund
1 <u>Assets:</u>	
2 Operating Account-SS	\$ 20,899
3 Money Market Account- SS	802,235
4 Accounts Receivable	-
5 Assessments Receivable-On Roll	-
6 Excess Fees - Receivable	-
7 Due from Other Funds	-
8 Prepaid Expenses	-
9 Deposits	-
10 TOTAL ASSETS	823,134
11 Liabilities:	
12 Accounts Payable	19,118
13 Accrued Expenses	-
14 Deffered Revenue-On Roll	-
15 Due to Other Funds	330,786
16 TOTAL LIABILITIES	349,904
17 Fund Balance	
18 Non-Spendable	-
19 Assigned: Capital Reserves	-
20 Assigned:2-Month Operating Capital	102,959
#### Unassigned	370,272
#### TOTAL LIABILITIES AND FUND BALANCE	\$ 823,134

Forest Lake CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of July 14, 2025 through August 31, 2025

	FY2025 Total Actual Month To Date
1 Revenues:	
2 Interest	2,235
3 TOTAL REVENUE	2,235
4 Expenditures:	
5 Administrative	
6 District Management	11,945
7 Supervisor Payroll	3,400
8 Legal Advertising	625
9 Legal Services	6,700
10 Security	6,270
11 Communications, Internet	175
12 Website Management	3,125
13 Bank Fees	350
14 TOTAL ADMINISTRATIVE	32,591
15 Utilities	
16 Utilities-Electricity	10,278
17 Utilities-Water/Sewer	2,189
18 TOTAL UTILITIES	12,467
19 Community Maintenance	
20 Tree Trimming & Maintenance	350
21 TOTAL PHYSICAL ENVIRONMENT	350
22 Amenity Maintenance	
23 Pool Repairs	175
24 Pool Service	5,172
25 Pest Control	120
26 Landscape Maintenance	6,120
27 Misc. Maintenance	11,224
28 Total Amenity Maintenance	22,811
29 Fund Balance - Beginning	870,000
30 Net Change In Fund Balance	(65,983)
31 Adjustments to Fund Balance for Amounts Due to Debt Service	(330,786)
32 Fund Balance - Ending-Projected	473,231

**Forest Lake
Bank Reconciliation
As of August 31, 2025**

Balance per Bank Statement	40,463
Plus: Deposits in Transit	-
Less: Outstanding Checks	(19,563)
<i>Adjusted Bank Balance</i>	20,899

Beginning Balance	56,918
Receipts	-
Disbursements	(36,018)
<i>Balance per Book</i>	20,899

**Forest Lake
Check Register
FY2025**

Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
7/1/25			Beginning balance			70,000.00
7/11/25	071125ach	Duke Energy	1595 Aspen Ave- (5/20-6/18)		1,166.37	68,833.63
7/16/25	5003	Mele Environmental Services LLC	Tree Services		350.00	68,483.63
7/16/25	071625ach1	Duke Energy	00 Holly Hill Rd (5/24-6/24/25)		1,950.63	66,533.00
7/17/25	1000	Anchor Stone Management, LLC	District Management		4,420.16	62,112.84
7/18/25	071825ach	Duke Energy	2702 Cedar Ridge (5/28-6/25/25)		26.53	62,086.31
7/18/25	071825ach2	Duke Energy	0 Holly Hill (5/29-6/26/25)		2,969.08	59,117.23
7/21/25	7/21/25	Haines City	Irrigation		123.83	58,993.40
7/21/25	7/21/25	Haines City	Sewer/Water		539.03	58,454.37
7/23/25	1004	Forest Lake CDD	Anchor Stone		1,000.00	57,454.37
7/30/25	073025ach	Duke Energy	1084 Sugarwood St (6/6-7/7/25)		154.30	57,300.07
7/30/25	073025ach2	Duke Energy	930 Holly Hill Rd (6/6-7/7/25)		32.46	57,267.61
7/31/25			Service Charge		349.89	56,917.72
7/31/25				70,000.00	13,082.28	56,917.72
8/5/25	1001	Anchor Stone Management, LLC	District Management		6,525.00	50,392.72
8/5/25	8/5/25	ECS Integrations			5,880.00	44,512.72
8/6/25	1002	Resort Pools			1,825.00	42,687.72
8/12/25	8/12/25	ECS Integrations	CDVI Access Control Keys		850.00	41,837.72
8/14/25	8/14/25	Duke Energy	Electric		1,174.96	40,662.76
8/15/25	1007	Frank Rivera	BOS Meetings		800.00	39,862.76
8/15/25	1008	Jose Montalvo	BOS Meetings		800.00	39,062.76
8/15/25	1009	Randi Ribarich	BOS Meetings		600.00	38,462.76
8/15/25	1010	Travis Lemeur	BOS Meetings		600.00	37,862.76
8/15/25	1011	Jose Cortez	BOS Meetings		600.00	37,262.76
8/18/25	081825ach	Duke Energy	Electric- 00 Holly Hill Rd (6/25-7/25)		1,950.63	35,312.13
8/18/25	081825ach1	Spectrum	Act# 8711 (8/18/25)		174.98	35,137.15
8/20/25	8/20/25	Haines City	Sewer/Water		551.61	34,585.54
8/20/25	8/20/25	Haines City	Irrigation		131.69	34,453.85
8/22/25	5002	Business Observer	Legal Advertisement		205.63	34,248.22
8/22/25	8/22/25	Duke Energy	Electric		27.36	34,220.86
8/22/25	8/22/25	Duke Energy	Electricity		612.93	33,607.93
8/25/25	5004	Massey Services Inc.	Pest Prevention- Act 66036319		40.00	33,567.93
8/25/25	5005	Massey Services Inc.	Pest Prevention- Act 86484733		80.00	33,487.93
8/26/25	5006	Mele Environmental Services LLC	Landscape Maint Svc-Monthly Mowing		6,120.00	27,367.93
8/28/25	5007	CSS Clean Star Services of Central FL	Monthly Cleaning (3 days a week)/Trash 2x a week		800.00	26,567.93
8/28/25	5008	Resort Pools	Pool Service-install new 10hp motor		2,800.00	23,767.93
8/28/25	5009	Business Observer	Legal Advertisement		72.19	23,695.74
8/29/25	5010	Business Observer	Legal Advertisement		67.81	23,627.93
8/29/25	082925ach	Duke Energy	1084 Sugarwood St (7/8-8/6/25)		147.53	23,480.40
8/29/25	082925ach2	Duke Energy	930 Holly Hill Rd (7/8-8/6/25)		32.46	23,447.94
8/29/25	082925ach3	Duke Energy	1701 Forest lake (7/8-8/6)		32.47	23,415.47
8/31/25	5012	Danielle Fence	PVC Fence/Repair/Replacement-Deposit		1,794.00	21,621.47
8/31/25	5014	Cooper Pools Inc	Pool Repairs		722.00	20,899.47
8/31/25				0	36,018.25	20,899.47

EXHIBIT 12

[RETURN TO AGENDA](#)



Mele Environmental Services LLC
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http://www.lakelandlawnmaintenance.com



Estimate

ADDRESS

Forest Lake CDD
Davenport FL

ESTIMATE # 1143

DATE 10/01/2025

ACTIVITY	QTY	RATE	AMOUNT
Landscape Tear out/Install Propose to remove left over annuals at all entrance signs and install new 1 gallon blue daze plants. These will last longer than annuals and be more cost effective as well as create a blue color to spruce up entrance signs.	1	4,570.98	4,570.98
120 bags/13 yards of pine bark mulch		\$1,695.16	
200 1 gallon Blue daze		\$2,875.82	
TOTAL			\$4,570.98

Accepted By

Accepted Date

Forest Lake





Forest Lake
CDD

DAVENPORT, FLORIDA